

Ref: PGPCET/IQAC/2023-24

Date: 01.07.2023

Internal Quality Assurance Cell

Circular

A circular was issued by the IQAC Convener to all members on 1 July 2023, inviting them to attend the first IQAC meeting for the academic year 2023–24. The notice included meeting date, time, venue, draft agenda, and supporting documents.

Meeting Details

Date: 8 July 2023

Time: 11:00 AM – 1:00 PM

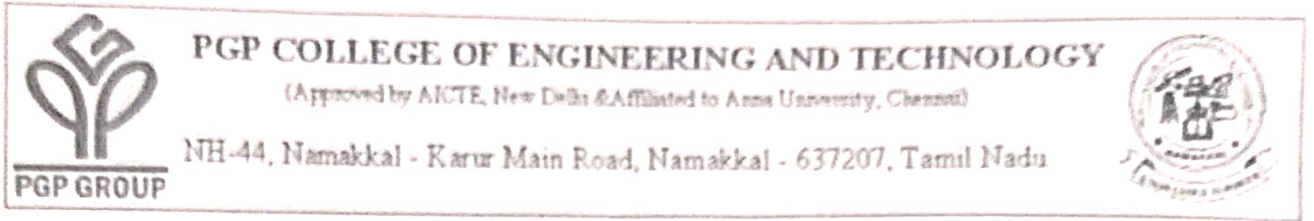
Venue: IQAC office

Chairperson: Dr. V. Kavitha, Principal & Chairperson, IQAC

Convener: Prof. R. Senthilkumar IQAC Co-ordinator




Principal
PRINCIPAL
PGP College of Engg. & Technology
Namakkal - 637 207.



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PGP COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

NH-44, Namakkal - Karur Main Road, Namakkal - 637207, Tamil Nadu



Internal Quality Assurance Cell

Agenda of IQAC Meeting (July 2023-Sep 2023)

1. Confirmation of the Minutes of the Previous Meeting (Academic Year 2022-23)
2. Review & Approval of the AQAR (Annual Quality Assurance Report) Draft for 2022-23
3. Presentation of the Academic Calendar for 2023-24
4. Proposal for Faculty Development Programmes (FDPs)
5. Infrastructure & Laboratory Upgradation Plans
6. Student Support Initiatives (Mentoring, Remedial Classes)
7. Research & Extension Activities
8. Any Other Matter with the Permission of the Chair



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Venue : IQAC office

Date & Time : 08.07.2023 & 2.30 PM- 4.30 PM

Agenda Item 1: Confirmation of Previous Minutes

The minutes of the last IQAC meeting were presented by Prof. R.senthilkumar. No corrections were proposed.

Decision: Minutes confirmed unanimously.

Agenda Item 2: AQAR Draft for 2023-24

Dr.R.Nirmala summarized key performance indicators and highlights: accreditations, student placements, research publications.

Members suggested minor edits to Table 3 (Departmental research outputs) and inclusion of placement statistics by department.

Decision: Revised AQAR to be circulated by 15 July 2023 for final approval.

Agenda Item 3: Academic Calendar 2023-24

Dr. mohanaprabha presented the proposed calendar: semester dates, internal assessment schedule, holidays.

Members requested addition of orientation week for new entrants (4-8 August 2023) and departmental workshop week in February 2024.

Decision: Revised calendar to be published by 20 July 2023.

Agenda Item 4: Faculty Development Programmes

Mr.Mohan proposed three FDPs: Outcome-Based Education (July '23), ICT in Teaching (October '23), Research Methodology (March '24).

Budget estimates and resource persons were discussed.

Decision: Budget approved; schedule to be finalized by Academic Office.

Agenda Item 5: Infrastructure & Laboratory Upgradation

Mr.R.K.Harishgowtham outlined procurement of new computers for the Computer Lab and renovation of the Physics lab.

Delay in procurement due to tender process was noted.

Decision: Tender to be expedited; status report due by 31 July 2023.

Agenda Item 6: Student Support Initiatives

Dr. V.Kavitha proposed peer-mentoring scheme and remedial classes for slow learners.

Mr.S.M.Sakthivel (student rep) emphasized need for mental health workshops.

Decision: Mentoring guidelines to be drafted; remedial classes to commence from September 2023; counselling workshop in November 2023.

Agenda Item 7: Research & Extension Activities

Alumni Mr. Paul Joy suggested tie-ups with local industries for student projects.

Mr.T.Kannan proposed solar-energy extension project with Village Panchayat.

Decision: MoUs to be drafted by IQAC office; project proposals due by 30 August 2023.

Agenda Item 8: Any Other Matter

No additional matters raised.

6. Next Meeting Schedule

Date: 25 September 2023

Time: 11:00 AM

Venue: Conference Room, Administrative Block

Meeting Adjourned at 1:00 PM

Prepared by: Prof. R.Senthilkumar IQAC Co-ordinator

Approved by: Dr. V. Kavitha, Principal & Chairperson, IQAC

Copy to:

IQAC File
Dean (AA),
Correspondent,
Chairman office




Principal
PGP College of Engg. & Technology,
Namakkal - 637 207.