



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



Ref: IQAC/2023-24/CIR/02

Date: 15.09.2023

Internal Quality Assurance Cell

Circular

A circular was issued by the IQAC Convener to all members on 15th September 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: 25 September 2023

Time: 11:00 AM – 1:00 PM

Venue: Conference Room, Administrative Block

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

Convener: Prof. R.Senthilkumar, IQAC Coordinator




Principal
15/9/23
PRINCIPAL
PGP College of Engg. & Technology,
Namakkal - 637 207,



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 (Sep 2023 to December 2023)

1. Review of Action Taken on First Meeting Decisions
2. Approval of Revised AQAR 2022-23
3. Mid-term Academic Progress & Student Performance Report
4. Status of Scheduled Faculty Development Programmes
5. Update on Infrastructure & Laboratory Upgradation
6. Analysis of Student Feedback & Support Initiatives
7. Progress on Research & Extension Projects
8. Any Other Matter with the Permission of the Chair



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

Venue : IQAC office

Date & Time : 15.10.2023 & 11:00 AM – 1:00 PM

Agenda Item 1: Review of Action Taken

Prof. Rao presented the status against each action item from the 8 July meeting.

Outstanding: final AQAR circulation, lab tender, mentorship guidelines.

Decision: Pending items to be closed by 31 October 2023.

Agenda Item 2: Revised AQAR Approval

Mrs. Verma circulated the updated AQAR draft incorporating placement statistics.

Members reviewed and approved without further changes.

Decision: Submit final AQAR to NAAC by 20 October 2023.

Agenda Item 3: Mid-term Academic Progress

Dr. Menon presented internal assessment results for first semester.

Overall pass rate at 87%; departmental variance noted in Science courses.

Decision: Departments with <85% pass rate to conduct remedial sessions by November end.

Agenda Item 4: FDP Status

ICT in Teaching (October '23) FDP successfully conducted (45 participants).

Outcome-Based Education (July '23) and Research Methodology (scheduled Mar '24) on track.

Decision: Share participant feedback and certificate distribution by 30 October.

Agenda Item 5: Infrastructure Upgradation

New PCs delivered to Computer Lab; Physics lab renovation delayed.

Tender queries resolved; civil work to start by 20 October.

Decision: Progress report to be shared at next meeting.

Agenda Item 6: Student Feedback Analysis

Mrs. Verma summarized responses from semester-end feedback.

Positive: teaching effectiveness, library resources; Areas for improvement: cafeteria, Wi-Fi.

Decision: Student Affairs to meet vendor for cafeteria improvements; IT to optimize campus network by 15 November.

Agenda Item 7: Research & Extension Projects

Two MoUs signed with local industries; solar-energy pilot launched in Village Panchayat.

Decision: Quarterly progress report due from project leads by 25 December 2023.

Agenda Item 8: Any Other Matter

Request to organize a mid-year departmental workshop week in January 2024.

Decision: Academic Calendar sub-committee to finalize dates by 31 October.

6. Next Meeting Schedule

Date: 20 December 2023

Time: 11:00 AM

Venue: Conference Room, Administrative Block

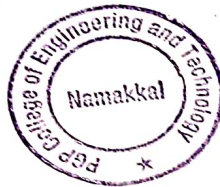
Meeting Adjourned at 1:10 PM

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