



Om Sakthi

## ADHIPARASAKTHI ENGINEERING COLLEGE

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai  
(An ISO 9001 : 2015 Certified Institution)

MELMARUVATHUR - 603 319, CHENGALPATTU (D.T), TAMILNADU, INDIA.

Phone : 044 - 27529247, 27529502 & 27529584 Cell: 7418065336

E-mail ID : [principal@apec.edu.in](mailto:principal@apec.edu.in) Website : [www.apec.edu.in](http://www.apec.edu.in)



Ref: APEC/IQAC/2023-2024/Meeting-2

14.12.2023

### Circular

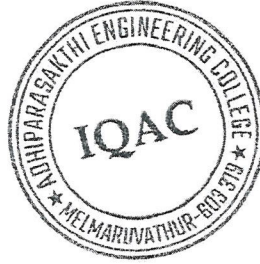
The second IQAC meeting for the academic year 2023 – 2024 will be held on 20.12.2023 at 10.00 a.m. in the IQAC room at Main Block. All the IQAC members are requested to attend the meeting.

#### Agenda:

1. Minutes and action taken report of the previous IQAC meeting held on 11.07.23
2. Review of criterion reports
3. Christmas, Pongal and Ramzan celebrations
4. Academic audit
5. Green, Environment and Energy audit

*V. Vijay*  
14/12/23  
IQAC Coordinator

Co-ordinator  
Internal Quality Assurance Cell  
Adhiparasakthi Engineering College  
Melmaruvathur 603 319.



*J. Raja*  
14/12/23  
PRINCIPAL  
Dr. J. RAJA, M.E., Ph.D.,  
Principal  
Adhiparasakthi Engineering College,  
Melmaruvathur-603 319,  
Chengalpattu Dist.

Copy to: Principal office

Dean

A.O

IQAC



*J. Raja*  
Dr. J. RAJA, M.E., Ph.D.,  
Principal  
Adhiparasakthi Engineering College,  
Melmaruvathur-603 319,  
Chengalpattu Dist.



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20.12.2023

Ref: APEC/IQAC/2023-2024/Meeting-2

## Minutes of IQAC Meeting – 2

Date & Time: 20.12.2023 at 10.00 a.m.

Venue: IQAC room, Main block

The following members were present,

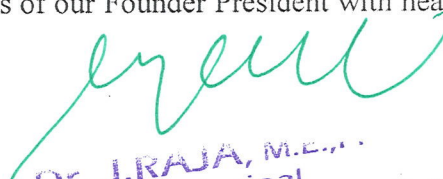
1. Dr. J.Raja, Principal, APEC	13. Dr. M.Saviour, AP/MBA
2. Mr. R.Karunanidhi, Secretary, AEI, Kalavai	14. Mr. S.Sathiyamoorthy, Sr. Accountant
3. Mr.M.Sadanandan, AO	15. Ms. N.C.Sri Vaibava Lakshmi, III-B.E., ECE
4. Dr. V.Ramasamy, Professor & Dean	16. Ms. S.Sandhiya, III-B.Tech., IT
5. Dr. C.K.Dhinakar Raj, Prof. & Head/Mech.	17. Dr. N.Elamathi, Prof. & Head/AIML
6. Dr. S.A.Elankurisil, Prof./EEE	18. Mr. J.Parthiban, AP/Civil
7. Dr. M.Malathi, Prof./ECE	19. Mr. E.Karunanidhi, Jasmin Infotech Pvt. Ltd., Chennai
8. Dr. C.Dhaya, Prof. & Head/CSE	20. Mr.V.Balamurugan, Proprietor, Bala Construction, Chennai
9. Dr. A.Bhuvaneshwari, Prof. & Head/IT	21. Mr. A.Sundar, Parent
10. Mr. B.Ganesh, AP/Chemical	22. Dr.V.Vijayasundaram, Prof./S&H
11. Dr. S.Sakthi Raadha, Prof. & Head/S&H	
12. Mr. S.Arunkumar, AP/MCA	

### Agenda:

1. Minutes and action taken report of the previous IQAC meeting held on 11.07.23
2. Review of criterion reports
3. Christmas and Pongal celebrations
4. Academic audit
5. Green, Environment and Energy audit

- Principal and IQAC Chairperson, Prof. Dr.J.Raja, welcomed all the members and requested to observe a two minute silence in the memory of our demised Founder President "Arul Thiru. Bangaru Adigalar AMMA".
- Two minutes silence was observed in the memory and honour of our demised Founder President of Adhiparasakthi Charitable Medical Educational and Cultural (ACMEC) Trust.
- After the observance of silence, Mr.R.Karunanidhi, Secretary, Adhiparasakthi Educational Institutions, Kalvai with a depressed heart, expressed the vision of our Founder President and his association with Founder President as Trustee.
- Principal shares his memories of our Founder President with heavy heartily along with his carrier growth.



  
Dr. J. RAJA, M.E.,  
Principal  
Adhiparasakthi Engineering College,  
Melmaruvathur-603 319,  
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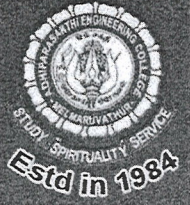
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Contd.,

- Prof. Dr.V.Ramasamy, Dean shared the pleasant memories with our founder president during his initial period of his teaching profession as lecturer in this institution to present position, with a heavy heart.
- Few more senior faculties shared their memories of our Founder President and their personal experiences.

The following points were discussed in the IQAC meeting:

### 1. Minutes and action taken report of the previous IQAC meeting

- Coordinator presented the report about the minutes of previous IQAC meeting and its follow-up action.

S.No.,	Points discussed	Action taken
1	Academic schedule	Academic schedule was prepared based on the academic schedule for non-autonomous and affiliated colleges of Anna University, Chennai.
2	Alumni meet	As per the date fixed earlier, the alumni meet for the batch (1994-1998) was organized on 12.08.2023.
3	Milad-un-Nabi Celebrations	On 27.09.2023, Milad-un-Nabi was celebrated.
4	ISO	Surveillance audit was completed on 30 <sup>th</sup> August 2023.
5	Ayutha Pooja celebrations	Due to demise of our Founder President on 19.10.2023, Ayutha Pooja was not celebrated in the earlier planned date.

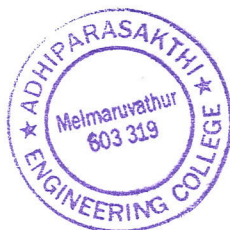
### 2. NAAC criterion report

- Criterion-wise reports are submitted by IQAC coordinator and are reviewed by IQAC Chairperson and Principal Prof. Dr.J.Raja, Prof.V.Ramasamy, Dean and Prof. Dr.C.K.Dhinakar Raj. And suggested for fining tuning of works in the alignment and other aspects.
- IQAC Chairperson and Principal, again confirms the tentative submission of IIQA and SSR in the month of March/April, 2024.

### 3. Christmas, Pongal and Ramzan celebrations

- In the college campus, it is planned to celebrates
  - ✓ Christmas on Friday, 22.12.2023.
  - ✓ Pongal festival on Friday, 12.01.2024.
  - ✓ Ramzan on 10.04.2024

**Dr. J.RAJA, M.E., Ph.D.,**  
Principal  
Adhiparasakthi Engineering College,  
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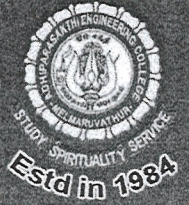
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#### 4. Academic audit

- Principal instructed IQAC coordinator to conduct External Academic audit.

#### 5. Green, environment and energy audit

- Discussion made to conduct green audit, environmental audit and energy audit. And the same is intimated to external audit team through IQAC coordinator.

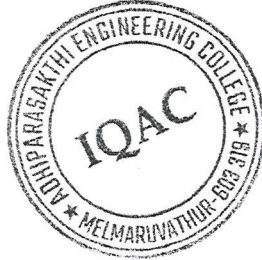
#### General Discussion:

- Once again, SPOC discussed the benefits of Naan Mudhalvan scheme.
- Placement officer explains placement details of students as on date.
- The meeting came to close with the vote of thanks by IQAC coordinator.

V. Vijay  
20/12/23  
IQAC Coordinator  
Co-ordinator

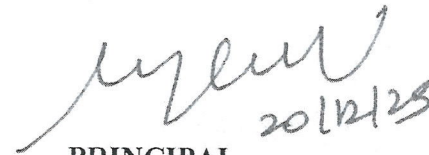
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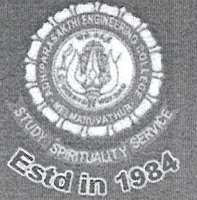
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## Attendance: IQAC Meeting – 2

Date & Time: 20.12.2023 at 10.00 A.M.

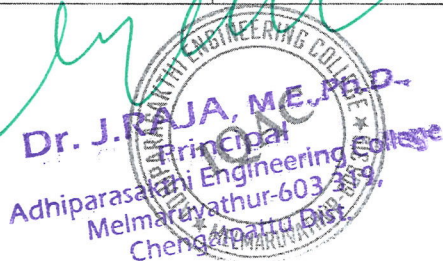
Venue: IQAC room, Main Block

Role in IQAC	Name of the Faculty	Designation	Signature
Chairperson, IQAC	Dr. J.Raja	Principal	
Nominee from Trust	Mr. R.Karunanidhi	Secretary, Adhiparasakthi Educational Institutions, Kalavai.	
Management Representative	Mr.M.Sadanandan	Administrative Officer	
Teacher Representatives	Dr.V.Ramasamy	Professor & Dean	
	Dr. C.K.Dhinakar Raj	Professor & Head/Mechanical	
	Dr. S.A.Elankurisil	Professor / EEE	
	Dr. M.Malathi	Professor & Head / ECE	
	Dr. C.Dhaya	Professor & Head / CSE	
	Dr. A.Bhuvanewari	Professor & Head / IT	
	Mr. B.Ganesh	Asst. Prof. / Chemical	
	Dr. S.Sakthi Raadha	Professor & Head / S&H	
	Mr. S.Arunkumar	Asst. Prof. / MCA	
Dr. M.Saviour	Asst. Prof. / MBA		
Nominee from Office	Mr. S.Sathiyamoorthy	Senior Accountant	
Nominee from Students	Ms. N.C.Sri Vaibava Lakshmi	III year B.E., ECE	
	Ms. S.Sandhiya	III year B.Tech., IT	
Nominee from Alumni	Dr. N.Elamathi	Professor & Head / AIML	
	Mr. J.Parthiban	Assistant Professor / Civil	
Nominee from Employer	Mr. E.Karunanidhi	Jasmin Infotech Pvt. Ltd., Chennai.	
Nominee from Industrialist	Mr.V.Balamurugan	Proprietor, Bala Construction, Chennai.	
Nominee from Stakeholder	Mr. A.Sundar	Parent	
Coordinator	Dr.V.Vijayasundaram	Professor / S&H	



V. Vijayasundaram  
IQAC Coordinator  
Co-ordinator

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