

Om Sakthi



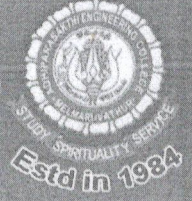
ADHIPARASAKTHI ENGINEERING COLLEGE

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 Website : www.apec.edu.in



Ref: APEC/IQAC/2024-2025/Meeting-1

11.07.2024

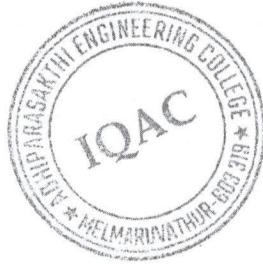
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The first IQAC meeting for the academic year 2024 – 2025 will be held on 15.07.2024 at 2 p.m. in the Conference Hall at Main Block. All the Head of the Departments and IQAC members are requested to attend the meeting.

Agenda:

1. Minutes and action taken report of the previous IQAC meeting held on 02.05.24
2. Preparation of Academic Schedule
3. NAAC SSR
4. Independence Day, Milad-un-Nabi, Ayutha Pooja, Diwali celebrations
5. Feedback analysis

V. Raju
17/07/24
IQAC Coordinator
Co-ordinator
Internal Quality Assurance Cell
Adhiparasakthi Engineering College
Melmaruvathur 603 319.



J. Raja
16/7/24

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
HOD/Civil	HOD/Mech.	HOD/EEE	HOD/ECE
HOD/CSE	HOD/IT	HOD/Chem.	HOD/AIML
HOD/S&H	HOD/MBA	HOD/MCA	



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



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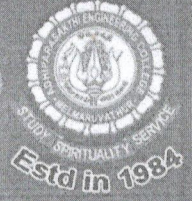
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16.07.2024

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Minutes of IQAC Meeting – 1

Date & Time: 15.07.2024 at 2.00 p.m.

Venue: Conference Hall, 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 02.05.24
2. Preparation of Academic Schedule
3. NAAC SSR
4. Independence Day, Milad-un-Nabi, Ayutha Pooja, Diwali celebrations
5. Feedback analysis

Principal and IQAC Chairperson, Dr. J.Raja welcomed all the Head of the Departments and IQAC members for the first IQAC meeting in the academic year 2024 – 2025. And declared the SSR submission on July 11, 2024 in the NAAC portal.

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	IIQA	IIQA was approved on 28 th May, 2024.
2	SSR	SSR submitted on 11 th July, 2024.
3	Alumni meet	Alumni meet for the batch (1995-1999) is scheduled on 27 th July, 2024




Dr. J.RAJA, M.E., Ph.D.,
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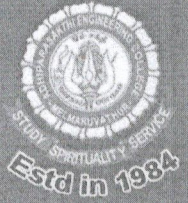
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4	MOCK inspection	On 02.07.2024, Senior faculty members from Adhiparasakthi College of Engineering, Kalavai verified the NAAC files criterion-wise and also give their valuable suggestions for the fine tuning of files.
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2. Preparation of Academic Schedule

- Preparation of academic schedule in accordance with the academic schedule for non-autonomous, affiliated colleges of Anna University, Chennai.
- As per schedule, plan to conduct class committee and course committee meetings.
- Parent teacher's meeting will be conducted twice; the data, time and venue for the meeting would be conveyed by the concern class in-charges to the parents.


3. NAAC SSR

- Principal and IQAC Chairperson, Dr.J.Raja, shared the following points to members,
 - Earlier, IIQA was approved by NAAC on 08.05.2024 after queries and clarifications.
 - Now, SSR was submitted on 11.07.2024 at 1.20 pm in the NAAC portal.
 - Students Satisfaction Survey (SSS) started on 12.07.24 and end on 11.08.2024. In this regard, Head of the Departments are advised to instruct their students to check their e-mail periodically for Students Satisfaction Survey from NAAC and also asked the students to complete the survey if received.
 - Expecting the DVV clarifications.
 - The files regarding NAAC will be verified internally by the senior faculty members

4. Independence Day, Milad-un-Nabi, Ayutha Pooja, Diwali celebrations

- As usual, Independence Day will be celebrated in the College campus with Flag hosting and special address by Principal on 15th August 2024.
- Milad-un-Nabi is planned to celebrate on 17th September 2024 (on the next day of Milad-un-Nabi) in college campus.
- Ayutha Pooja falls on 11.10.2024 (Friday); it is planned to celebrate Ayutha Pooja on the college campus on Thursday, 10th October 2024.
- Planned to celebrate Diwali festival on 30th October 2024 (one day earlier).




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5. Feedback Analysis

- Feedbacks were collected from students, parents, teaching faculties and employers.
- The collected feedbacks were analysed and the suggestions from stakeholders were discussed and necessary follow-up actions are taken.

General Discussion:

- Benefits of Naan Mudhalvan scheme were discussed by SPOC
- Placement officer explained the placement details.
- Principal Congratulated Dr. N.Manimaran, Assistant Professor/EEE, Dr. T.N.Suresh Babu, Assistant Professor/ECE and Dr. P.Somiya Devi, Assistant Professor/Civil for their completion of Ph.D. viva-voce examinations, recently.
- Principal said that, SWAYAM NPTEL Local Chapter has been established in the college and Dr.M.Malathi, Professor and Head/ECE is nominated as SPOC.
- Principal happily announced that the college got 17th position among 314 colleges based on the College performance in the November/December, 2023 Examinations for Non-autonomous affiliated colleges published by Anna University, Chennai.
- Immediately, Mr. R.Karunanidhi, Secretary, AEI, Kalavai appreciated the entire college team for their efforts to achieve this rank.
- Mr. A.Sundar (Parent), Mr.E.Karunanidhi (Employer) and Mr.V.Balamurugan (Employer) also expressed their wishes to the Principal and team for this achievement.
- The meeting concluded with vote of thanks by the IQAC Coordinator.

V. Vijay
16/07/24
IQAC Coordinator
Co-ordinator

Internal Quality Assurance Cell
Adhiparasakthi Engineering College
Melmaruvathur - 603 319
Copy to: Principal office



Dean A.O IQAC

[Signature]
16/07/24
PRINCIPAL

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Attendance: IQAC Meeting – 1

Date & Time: 15.07.2024 at 2.00 P.M.

Venue: Conference Hall, 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	



IQAC Coordinator
Co-ordinator

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