

# E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)

NAGAPATTINAM – 611 002. TN, India.

(An Autonomous Institution, Affiliated to Anna University, Chennai.)

All UG Programmes Accredited by NBA, New Delhi, Accredited by NAAC 'A' Grade

Ph: 04365 – 252882, 7373067032

Email: iqac@egspec.org

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Dr. S. Ramabalan**  
Chairperson / IQAC

**Dr. M. Chinnadurai**  
Director/IQAC

**Prof. K. Nagalakshmi**  
Coordinator / IQAC

### CIRCULAR

Date: 05.02.2024

A meeting of Internal Quality Assurance Cell members will be conducted on 07-02-2024, Board Room, EGSPEC at 3.30. p.m.

#### Agenda:

1. To motivate faculties to attend more skill development programmes
2. To discuss about the submission of various proposals for grants
3. Developing students ' Interpersonal skill to achieve good placement
4. Any other matter with the permission of chair

  
Director / IQAC

  
Chairman / IQAC

CC to

The Secretary / CEO / COE / All HODs / Committee Members/ Office / File

1. AIDs - 

2. BME - 

3. CSE - 

4. CSBS - 

5. CIVIL - 

6. ECE - 

7. EEE - 

8. IT - 

9. MECH - 

10. MBA - 

11. MCA - 

12. S&H - 

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

07/02/2024

### Minutes of the Internal Meeting of IQAC held on 07-02-2024 at 3.00 PM in Board Room, E.G.S. Pillay Engineering College.

The internal meeting of IQAC, E.G.S. Pillay Engineering College was held on 07-02-2024 at 3.30 PM in Board Room. The following members were present.

S.No	Name of the Member	Designation	Signature
1	Dr.S. Ramabalan	Principal & Chairperson	
2	Mr. S. Shankar Ganesh	Management Representative	
3	Mr. K. Manikanda Kumaran	Senior Administrative Officer	
4	Mr. M.A. Haja Mohideen	Senior Administrative Officer	
5	Dr. S. Kirshna Mohan	Senior Administrative Officer	
6	Dr. T. Suresh Padmanabhan	Senior Administrative Officer	
7	Dr. S. Palani Murugan	Academic director (Incharge)	
8	Dr. N. Murali	Faculty Member	
9	Prof. N. Karthiga	Faculty Member	
10	Prof. S. Chitra	Faculty Member	
11	Prof. S. Latha	Faculty Member	
12	Dr. E. Malathi	Faculty Member	
13	Prof. Shajathi Begam	Faculty Member	
14	Dr. V. Navaneethakrishnan	Faculty Member	
15	Prof. R. Sangeetha	Faculty Member	
16	Dr. C. Mallika	Faculty Member	
17	Prof. R. Seetha	Faculty Member	
18	Dr. M. Chinnadurai	Director/IQAC	
19	Prof. K. Nagalakshmi	Coordinator/IQAC	

#### Welcome address by Chairman:

Honorable Principal, Dr. S. Ramabalan, the Chairman, welcomed the Internal Quality Assurance Cell Members. He requested Dr. M.Chinnadurai, Director/IQAC to take the agenda forward.

The Director, IQAC gave an overview of the following agenda given below.

**Agenda:**

1. To motivate faculties to attend more skill development programmes
2. To discuss about the submission of various proposals for grants
3. Developing students ' Interpersonal skill to achieve good placement
4. Any other matter with the permission of chair

**1. To motivate faculties to attend more skill development programmes**

Faculty members are advised to attend more FDP related to their fields, core subject, pedagogy and new areas to enhance their quality of teaching.

**Action to be taken by:** All the HODs

**2. To discuss about the submission of various proposals for grants**

Faculty members are asked to submit more quality proposals for grants

**Action to be taken by:** R&D coordinator

**3. Developing students ' Interpersonal skill to achieve good placement**

Emphasis needs to be laid on developing students ' Interpersonal skill In order to achieve good placement

**Action to be taken by:** All the HODs

**4. Any other matter with the permission of the Chair**

Director Dr. M. Chinnadurai thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 11.00 A.M.

  
DIRECTOR/IQAC

  
CHAIRMAN/IQAC

Minutes prepared by: Prof. K. Nagalakshmi

CC to

The Secretary/CEO/COE/All HODs/Committee Members/Office/File



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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

04.03.2024

### ACTION TAKEN REPORT FOR THE INTERNAL MEETING OF IQAC HELD ON 07-02-2024 AT 3.30 PM.

The action taken report and follow up process for the Internal Meeting of IQAC held on 07-02-2024 at 3.30 PM in Board Room, E.G.S. Pillay Engineering College is furnishes in the below table

Description of minutes	Action Taken
<b>Confirmation of the previous minutes of the meeting of IQAC:</b> <b>Agenda of previous meeting</b> <ol style="list-style-type: none"><li>1. Review of minutes of previous IQAC meeting held on 19-06-2023</li><li>2. To increase the number of quality research articles and grants</li><li>3. To motivate faculties to attend more faculty development programmes</li><li>4. Planning for academic audit</li><li>5. Any other matter with the permission of chair</li></ol> <p>The minutes of the IQAC meeting held on held on 20-11-2023 at 10.00 AM in Board Room, E.G.S. Pillay Engineering College, have been circulated and presented among the members for approval.</p>	The minutes were prepared and approved.
<b>To motivate faculties to attend more skill development programmes:</b> Faculty members are advised to attend more FDP related to their fields, core subject, pedagogy and new areas to enhance their quality of teaching.	Faculty members and students were registered NPTEL courses related their fields, core subject, pedagogy and new areas to enhance their quality of teaching and learning process.
<b>To discuss about the submission of various proposals for grants:</b> Faculty members are	Suggestions were forwarded to R&D cell for implementation.

asked to submit more quality proposals for grants.	
<b>Developing students' Interpersonal skill to achieve good placement:</b> Emphasis needs to be laid on developing students ' Interpersonal skill In order to achieve good placement.	Noted and Suggestions were forwarded to T&P cell for implementation.

  
DIRECTOR/IQAC