

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

NAGAPATTINAM - 611 002

(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

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

20/11/2023

Minutes of the Internal Meeting of IQAC held on 20-11-2023 in Board Room, E.G.S. Pillay Engineering College at 10 am

A meeting of all the members of IQAC was convened on 20-11-2023 in Board Room of E.G.S. Pillay Engineering College at 10 am. 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. Muthukumarasami	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. Review of minutes of previous IQAC meeting held on 19-06-2023
2. To increase the number of quality research articles and grants
3. To motivate faculties to attend more faculty development programmes
4. Planning for academic audit
5. Any other matter with the permission of chair

1. Review of minutes of previous IQAC meeting

It was informed that the previous IQAC meeting was held on 19-06-2023 at 10 am in Board Room of E.G.S. Pillay Engineering College. After perusing the minutes of the meeting it was approved by the IQAC members.

2. To increase the number of quality research articles and grants

Discussions were made on the best ways to publish more quality research articles in reputed journals by students and faculty members. Faculty members are asked to submit more quality proposals for grants

Action to be taken by: Director/R&D

3. To motivate faculties to attend more faculty 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 HODs

4. Planning for academic audit

The academic audit is scheduled for the odd semester of the current academic year in December 2023.

Action to be taken by: Director/IQAC

5. Any other matter with the permission of the Chair





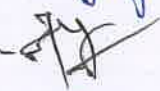
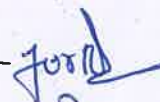






The Director/IQAC suggested keeping Institutional Best Practices booklets ready to be given to the Peer Team Auditors. To keep institution's website updated. The Chairperson/IQAC thanked all the members for their continued support and requested for their cooperation for further process to get the NAAC accreditation. The meeting concluded with the words of thanks by the Director/IQAC at 11.00 am.


Director/IQAC


Chairman/IQAC

Minutes prepared by: Prof. K. Nagalakshmi

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

- | | |
|--|---|
| 1. AIDS -  | 8. IT -  |
| 2. BME -  | 9. MECH -  |
| 3. CSE -  | 10. MBA -  |
| 4. CSBS -  | 11. MCA -  |
| 5. CIVIL -  | 12. SEH -  |
| 6. ECE -  18/4/23 | |
| 7. EEE -  | |

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

06.12.2023

ACTION TAKEN REPORT FOR THE INTERNAL MEETING OF IQAC HELD ON 20-11-2023 AT 10 AM IN BOARD ROOM OF E.G.S. PILLAY ENGINEERING COLLEGE

The action taken report and follow up process for the Internal Meeting of IQAC held on 20-11-2023 at 10.00 A.M in Board Room, E.G.S. Pillay Engineering College is furnishes in the below table.

Description of minutes	Action Taken
<p>1. Review of minutes of previous IQAC meeting: It was informed that the previous IQAC meeting was held on 19-06-2023 at 10 AM in Board Room of E.G.S. Pillay Engineering College. After perusing the minutes of the meeting it was approved by the IQAC members.</p> <p>Agenda of previous meeting</p> <ol style="list-style-type: none">1. Review of minutes of previous IQAC meeting2. NAAC peer team visit3. Any other matter with the permission of chair	<p>The minutes were prepared and approved by the IQAC members.</p>
<p>1. <u>Increase the number of quality research articles and grants</u></p> <p>Discussions were made on the best ways to publish more quality research articles in reputed journals by students and faculty members. Faculty members are asked to submit more quality proposals for grants.</p>	<p>Noted and suggestions were forwarded to R&D cell for implementation</p>
<p>2. <u>To motivate faculties to attend more faculty development programmes</u></p>	<p>Faculty members and students were motivated to register NPTEL courses related to their fields, core subject, pedagogy</p>

Faculty members are advised to attend FDP relevant only to their fields, core subject, pedagogy and new areas to enhance their quality of teaching.	and new areas to enhance their quality of teaching and learning process.
3. Planning for academic audit The academic audit is scheduled for the odd semester of the current academic year in November 2023.	Suggestions were forwarded to Director and Coordinators of IQAC for implementation
Any other matter with the permission of the Chair: The Director/IQAC suggested institution's website updated. The Chairperson/IQAC thanked all the members for their continued support and requested for their cooperation for further process to get the NAAC accreditation.	Noted and suggestions were forwarded to concerned departments for implementation.


Director/IQAC


Chairman/IQAC