



SHREE VENKATESHWARA HI-TECH ENGINEERING COLLEGE

Approved by AICTE, New Delhi and Affiliated to Anna University Chennai
Sri Kalaivani Nagar, Erode-Gobi Main Road, Othakuthirai,
K.Mettupalayam Post, Gobichettipalayam – 638 455, Erode District, Tamilnadu
Web: <http://www.svhed.com/>

Internal Quality Assurance Cell (IQAC)

SVHEC/IQAC/2017-2018/Meeting No.03

Date: 01.12.2017

Circular

This is to inform you that, the 3rd Meeting of IQAC will be held at on 08.12.2017, 3.00 PM at NAAC Board room. All the IQAC members are requested to attend the meeting. The agenda for the meeting is given below,

Agenda

1. Action taken of the 2nd Meeting of IQAC.
2. Bridge course - Feedback
3. Academic Audit – Initiation.
4. Review – VAC, VET, Certificate Programs
5. IPR – Workshops - Discussion
6. Alumni meet – Plan
7. NAAC – Status
8. Any other matters


Coordinator - IQAC

(Prof.S.Prakasam)



Copy to:

1. SVECT - Office
2. SVHEC - Office
3. All the Members of IQAC


Principal

(Dr.P.Thangavel)

PRINCIPAL
SHREE VENKATESHWARA
HI-TECH ENGINEERING COLLEGE
OTHAKUTHIRAI, GOBI - 638 455.



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MINUTES OF MEETING

SVHEC/IQAC/2017-2018/Meeting No.03

Date: 08.12.2017

Item No.	Agenda / Topics	Points discussed	Responsible person	Target Date
1.	Bridge course - Feedback	Bridge course has been organized for the 1 st year of batch 2017. Consolidated feedback – analysis is made	HOD & SCHU	-
2.	Academic Audit - Initiation.	Academic audit has been scheduled for all the branches for odd semester 2017-2018.	Head of the Departments	January 2018
3.	Review – VAC, VET, Certificate Programs	VAC, VET, Certificate programs – has been conducted in all branches. HoDs and placement coordinators are asked to get feedbacks from students and instructed to in better manner in future	IIPC Cell	Last week of December
4.	IPR – Workshops - Discussion	Through IPR cell – Workshops / seminars has been conducted at all the departments.	IPR Cell In charge	Last week of December
5.	Alumni meet – Plan	Alumni meet has been conducted every year at our college campus, For 2014 students will arrange the alumni meet	IIPC	24.03.2018
6.	NAAC – Status	Going in better way	Head of the Departments	-

Shan Prakash
Coordinator-IQAC
(Prof.S.Prakasam)



Dr. P. Thangavel
Principal
(Dr.P.Thangavel)

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Action taken report for the Minutes of Meeting held on 17.11.2017

S.No.	Points discussed in previous meeting	Action taken
1.	Review of the completed Academic Semester (June'2017 to November'2017)	Verified the Academic semester activities and relevant documents has been submitted to IQAC
2.	Academic Schedule for forth coming semester (December'2017 to May'2018)	Academic schedule has been finalized to circulated to all departments with the approval of principal
3.	Discussion – University Examinations (Practical & Theory)	Discussed in detail about University Examinations – students presentation, Question paper analysis and other relevant matters
4.	IIPC - Placement – Training, Campus (on/off) Drives, MOUs Activity – Plan	IIPC coordinator presented the placement relevant activities in-front of IQAC
5.	Statuary and Non Statuary Committees / Cells / Clubs – Review	Reviewed the Statuary and Non Statuary Committees / Cells / Clubs – MOMs and their activities
6.	Graduation Day – Plan – Tentative Date	Graduation day has been scheduled on 12.02.2018


Coordinator-IQAC
(Prof.S.Prakasam)




Principal
(Dr.P.Thangavel)

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HI-TECH ENGINEERING COLLEGE
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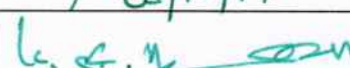
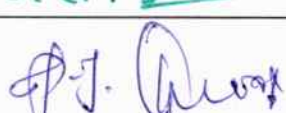
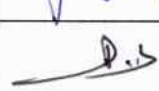
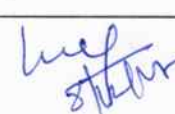
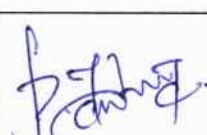
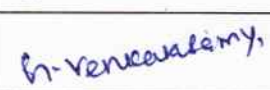
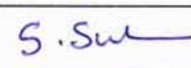

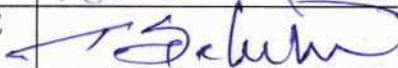


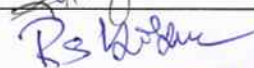

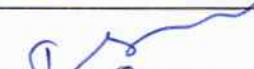
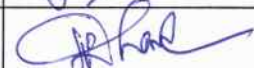

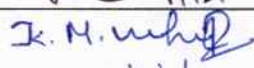



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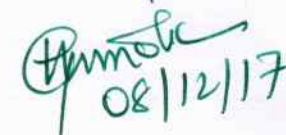
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08.12.2017

The Internal Quality Assurance Cell (IQAC) members list

S.No	Role	Name & Designation	Signature
1	Chairperson & Head of the Institution	Dr.P.Thangavel, Principal	 08/12/17
2	Representing Management	Thiru.K.C.Karupanan, Secretary, SVHEC	
3	Eminent person from local Society	Dr.P.J.Anoop, BDS NGO - Nammagobi Foundation, Gobichettipalayam.	
4	Nominee from Industries	Thiru.D.Venkateshwaran, Partner/ Venbro Ploymers, Erode	
5	Nominee from Employer	Thiru.S.Ramanujam, Manager HR Metalman Auto Private Ltd, Hosur.	
6	Nominee from Alumni	Mr.P.Hariprakash, Design Engineer Hirotec India PVT Ltd, Coimbatore	
7	Nominee from Stakeholders (Parent)	Thiru.G.Venkatasamy P.Mettupalayam	
8	Senior Administrative Officer	Mrs.S.Sulochana , AO	
9	Administrative Officers	Mr.M.Mahesh Kumar, AO	
10	Members of Faculty	Dr.T.Senthil Prakash, HOD/CSE	
11		Dr.V.Ashokumar, Librarian	
12		Dr.S.Sathyasundari, HOD/MBA	
13		Mr.R.S.Kamalakannan, AP/ECE	
14		Mr.S.Senthilnathan, AP/CSE	
15		Mr.T.Arun Prakash, AP/CSE	
16		Mr.L.Dhaksinamurthy, LO	
17	Coordinator of the IQAC	Prof.S.Prakasam, Vice-Principal	 08/12/17
18	Nominee from Student	Mr.K.M.Pradeep – III Mech Mr.V.Mathankumar - III Civil	 




08/12/17
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