



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.svhec.com/>



Internal Quality Assurance Cell (IQAC)

SVHEC/IQAC/2019-2020/Meeting No.11

Date: 06.12.2019

Circular

This is to inform you that, the 11th Meeting of IQAC will be held on 14.12.2019, 3.00 PM at Principal room. All the IQAC members are requested to attend the meeting. The agenda for the meeting is given below,

Agenda

1. Overall Academic Plan for Even semester 2019-2020
2. Application for AU affiliation
3. Certificate Courses, Value added Courses – Plan
4. Proposed Events by Clubs & Cells
5. IPT/Internship programmes – Plan
6. Placement & Training Activities – Plan
7. Academic Audit of odd semester 2019-2020 - review.
8. Alumni meet – Plan
9. Any other matters

Prin
Coordinator - IQAC



Copy to:

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

Prin
06/12/19
Principal

PRINCIPAL
SHREE VENKATESHWARA
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Othakuthirai, Gobi-638 455.



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MINUTES OF MEETING

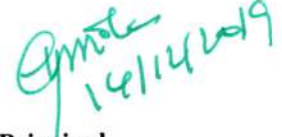
SVHEC/IQAC/2019-2020/Meeting No.11

Date: 14.12.2019

Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
1.	Overall Academic Plan for Even semester 2019-2020	Subject willingness, Workload & Other Academic plan has to be prepared.	Head of the Department	-
2.	Application for AU affiliation	It is informed to prepare the affiliation application & submit the same to AU, Chennai.	VP	-
3.	Certificate Courses, Value added Courses – Plan	Certificate courses & Value added courses to be conducted.	Head of the Departments	-
4.	Proposed Events by Clubs & Cells	IQAC Coordinator summarized the events proposed by Clubs & Cells for Even Semester 2019-2020.	IQAC Coordinator	-
5.	IPT/Internship programmes – Plan	Members advised the IIPC Coordinator to make necessary arrangements to send the students for IPT & Internship trainings.	IIPC Coordinator	-
6.	Academic Audit of odd semester 2019-2020 review	Academic Audit report for the odd semester 2019-2020 has been presented.	IQAC Coordinator	-
7.	Alumni meet - plan	It is decided to conduct the Alumni meet in the month of March 2019.	Placement Coordinator	-


Coordinator-IQAC
(Dr.S.Prakasam)




Principal
(Dr.P.Thangavel)

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The Internal Quality Assurance Cell (IQAC) members list

S.No	Role	Name & Designation	Signature
1	Chairperson & Head of the Institution	Dr.P.Thangavel Principal	 14/12/19
2	Representing Management	Thiru.K.C.Karupanan Secretary, SVHEC	 14.12.19
3	Eminent person from local Society	Dr.P.J. Anoop, BDS NGO - Nammagobi Foundation, Gobichettipalayam.	 14/12/19
4	Nominee from Industries	Thiru. D.Venkateshwaran Partner/ Venbro Polymers, Erode	 14/12/19
5	Nominee from Employer	Thiru.S.Ramanujam Manager HR Metalman Auto Private Ltd, Hosur	 14/12/19
6	Nominee from Alumni	Mr. P.Hariprakash Design Engineer Hirotec India PVT Ltd, Coimbatore	ABSENT
7	Nominee from Stakeholders (Parent)	Thiru.P.Nagaraj Kavindapadi	 14/12/19
8	Senior Administrative Officer	Ms.S.Sulochana , AO	 14/12/19
9	Administrative Officers	Mr.M.Mahesh Kumar,AO	 14/12/19
10	Members of Faculty	Dr.T.Senthil Prakash, HOD/CSE	 14/12/19
11		Dr.P.Karuppusamy, HOD/EEE	 14/12/19
12		Dr.S.Sathyasundari, HOD/MBA	 14/12/19
13		Dr.V.Ashokumar, Librarian	 14/12/19
14		Mr.R.S.Kamalakaran, AP/ECE	 14/12/19
15		Mr.S.Senthilnathan, AP/CSE	 14/12/19
16		Mr.T.Arun Prakash, AP/CSE	 14/12/19
17		Mr.L.Dhaksinamurthy, LO	 14/12/19
18	Coordinator of the IQAC	Dr.S.Prakasam, Vice-Principal	 14/12/19
19	Nominee from Student	Ms.V.Dhanalakshmi –IV EEE Mr.A.Yonathan – II Mech Ms.D.R.Nithya- III CSE	 AB



14/12/2019
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Date: 14.12.2019

Action taken report for the Minutes of Meeting held on 15.11.2019

S.No.	Points discussed in previous meeting	Action taken
1.	Vocational Educational Training during semester holidays	VET has been conducted during semester holidays and report has submitted.


Coordinator-IQAC
(Dr.S.Prakasam)




Principal
(Dr.P.Thangavel)

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