

# SHREE VENKATESHWARA HI-TECH ENGINEERING COLLEGE

Approved by AICTE, New Delhi | Affiliated to Anna University, Chennai)

Accredited by NAAC with 'A' Grade

Gobichettipalayam – 638 455, Erode District, Tamilnadu

E-mail: svhecgobi@gmail.com Website: www.svhec.com Mob: 99429 45555



## Internal Quality Assurance Cell (IQAC)

SVHEC/IQAC/2022-2023/Meeting No.21

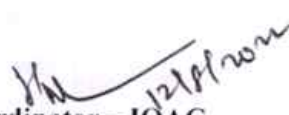
Date: 12.08.2022

### Circular

This is to inform you that, the 21<sup>st</sup> Meeting of IQAC will be held on 20.08.2022, 3.00 PM at Board room (B-Block). All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below,

### Agenda

1. Welcome Address
2. Review of Previous IQAC meeting
3. Overall Academic Plan for the Odd Semester 2022-2023
4. ARIIA submission
5. NAAC – AQAR for 2021-2022 submission – Plan
6. Quality Initiatives by IQAC – plan
7. CC, VAC, VET courses – plan
8. Training & Placement Activities for 2022-2023 odd semester
9. Statuary and Non-Statuary Committee / Cell / Club activities & Society activities – plan
10. Alumni Meet – plan
11. 2022 Batch Bridge Course, Orientation Program & UHV - Plan
12. Review of NBA Works
13. Application for UGC – Autonomous Submission
14. Review of Anna University Autonomous Application
15. Any other matters

  
Coordinator – IQAC

Copy to:

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



  
Principal

SHREE VENKATESHWARA  
HI-TECH ENGINEERING COLLEGE,  
Sri Kalaivani Nagar, Othakuthirai,  
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## Internal Quality Assurance Cell (IQAC)

### MINUTES OF MEETING

SVHEC/IQAC/2022-2023/Meeting No.21

Date: 20.08.2022

Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
1.	Overall Academic Plan for the Odd Semester 2022-23	The Overall Academic Plan for the odd semester 2022-23 has been presented by IQAC Coordinator.	IQAC Coordinator	-
2.	ARIIA Submission	ARIIA Nodal officer is informed to submit the ARIIA application in time.	ARIIA Nodal officer	-
3.	NAAC – AQAR for 2021-22 submission	IQAC Coordinator is instructed to submit the NAAC – AQAR 2021-22 as per schedule.	NAAC Coordinator	-
4.	Quality Initiatives by IQAC	IQAC Coordinator presented the plan for Quality Initiatives for the odd semester 2022-2023.	IQAC Coordinator	-
5.	CC, VAC, VET courses	HOD's presented the proposed topics of CC, VAC & VET Courses for odd semester 2022-23 & it has been approved by members of IQAC	Head of the Departments	-
6.	Training & Placement Activities for 2022-23 odd semester	Plan for Training & Placement activities for odd semester 2022-23 has been presented by the Placement officer.	Placement Officer	-
7.	Club, Committee & Society activities	It is instructed to complete the club, committee & Society activities as per schedule.	Club & Committee Incharges	-
8.	Alumni Meet – 2022	It is decided to conduct the Alumni meet in the month of September 2022.	Placement Officer	-
9.	NBA – SAR Application	SAR Submitted on 15.07.2022 for 5 UG Programs BE – Civil Engineering, Computer Science and Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering, Mechanical Engineering The Members reviewed the NBA SAR & File works	Head of the Departments	-
10.	AISHE	IQAC Coordinator is instructed to make it ready for the documents AISHE 2021-22	AISHE Nodal Officer and Heads	-
11.	NIRF – Submission	The members reviewed the NIRF application and approved for Submission	NIRF Coordinator and Heads	-

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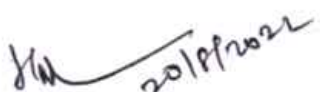
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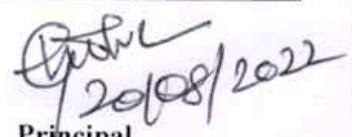
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Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
12.	Gradation day	It is planned to conduct Graduation Day on 07.10.2022, HoD's and Examcell i/c are asked to make the necessary arrangement for the same.	Graduation Day Coordinator and Heads	-
13.	Publication	HoD's are asked to encourage the faculty members to present their valuable paper on reputed journals	Faculty	-
14.	2022 New Batch Orientation Program	It is planned to Conduct Bridge Course, Orientation program and UHV for 2022 admitted UG Students	HoD / SCHU	-
15.	Website Updation	It is decided to update website with all the activities on time	Website Coordinator	-
16.	UGC – Autonomous Application	The members reviewed the UGC – Autonomous application and approved for Submission	Autonomous Coordinator	-
17.	Anna University Autonomous Application	The members reviewed the Anna University – Autonomous NOC application	Autonomous Coordinator	-

  
Coordinator-IQAC  
(Dr.S.Prakasam)

  
Principal  
(Dr.P.Thangavel)



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## Internal Quality Assurance Cell (IQAC)

Date: 20.08.2022

Action taken report for the Minutes of Meeting held on 23.07.2022

S.No.	Points discussed in previous meeting	Action taken
1.	It is decided to give Vocational Educational Training to the students during Even Semester holidays.	VET Training has been conducted as planned.
2.	Academic Audit for Even Semester 2021-2022 to be conducted.	Academic Audit for the Even Semester 2021-2022 has been conducted as planned.

*S.P.*  
20/8/2022  
Coordinator-IQAC  
(Dr.S.Prakasam)

*P.Thangavel*  
20/08/2022  
Principal  
(Dr.P.Thangavel)



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The Internal Quality Assurance Cell (IQAC) Members Present

Date: 20.08.2022

S.No.	Role	Name & Designation	Signature
1	Chairperson & Head of the Institution	Dr.P.Thangavel Principal	
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 Polymers, 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.A.Shanmugam P.Mettupalayam	
8	Administrative Officer	Ms.S.Sulochana , AO	
9	Members of Faculty	Dr.T.Senthilprakash, HOD/CSE	
10		Dr.P.Karuppusamy, HOD/EEE	
11		Dr.S.Sathyasundari, HOD/MBA	
12		Dr.V.Saminathan, HOD/ECE	
13		Dr.V.Ashok kumar, Librarian	
14		Mr.K.C.Anandhan, AP/EEE	
15		Dr.G.E.Arunkumar, AP/CIVIL	
16		Mr.J.Senthilkumar, AP/CSE	
17		Mr.K.Kannakumar, AP/MECH	
18		Ms.O.S.Thenmozhi, AP/Maths	
19		Mr.T.Arun Prakash, AP/CSE	
20		Mr.P.Dhakshinamoorthy, LO	
21		Coordinator of the IQAC	Dr.S.Prakasam, Vice Principal
22	Nominee from Student	Ms.S.Madhumitha, IV CSE	
23		Mr.G.Prasanth, IV MECH	
24		Mr.G.Mohankumar, IV EEE	

IQAC Coordinator



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