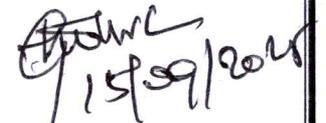## CIRCULAR

Cir. No: SVHEC/PMC/34/2025-26   Date: 15.09.2025

A **"Planning and Monitoring Committee"** meeting to oversee the activities for the academic year 2025-2026 will be scheduled on18.09.2025, 02.30 pm at Conference Hall. All the members of the committee are informed to attend the meeting.

MEMBERS:

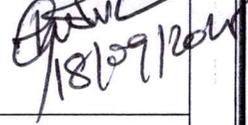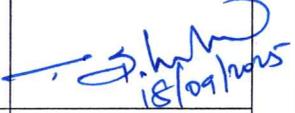| S.No	Role	Name and Designation
1	Chair Person and Head of the Institution	**Dr.P.Thangavel** Principal / SVHEC
2	Senior Faculty Member of the College	**1.Dr.S.Prakasam** Vice Principal /SVHEC
		2.Dr.T.SenthilPrakash HOD/CSE / SVHEC
3	Senior Faculty Member from Other College	**Dr.C.S.Ravichandran** Professor / EEE / Sri Ramakrishna Engineering College, Coimbatore-641022.
4	Industrial Expect in the Field of Engineering and Technology	**1.Mr.D.Venkateshwaran** Partner / Venbro Polymers, Erode.
		2.Mr.T.Subramanian Technical Leader / CISCO Systems, Bangalore.
5	Civil Engineer	**Dr.S.Palani Raj** Advisor / Civil Engineer / SVHEC

PRINCIPAL

SHREE VENKATESHWARA HI-TECH ENGINEERING COLLEGE

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

Accredited by NAAC with 'A' Grade | NBA (CIVIL, CSE, ECE, EEE, MECH)

Gobichettipalayam – 638 455, Erode District, Tamilnadu

PLANNING AND MONITORING BOARD

MEMBERS PRESENT:

S.No	Role	Name and Designation	Signature
1.	Chair Person and Head of the Institution	**Dr.P.Thangavel** Principal / SVHEC	18/09/2024
2.	Senior Faculty Member of the College	**1.Dr.S.Prakasam** Vice Principal /SVHEC	18/9/2025
		2.Dr.T.SenthilPrakash HOD/CSE / SVHEC	18/09/2025
3.	Senior Faculty Member from Other College	**Dr.C.S.Ravichandran** Professor / EEE / Sri Ramakrishna Engineering College, Coimbatore-641022.	18/9/25
4.	Industrial Expect in the Field of Engineering and Technology	**1.Mr.D.Venkateshwaran** Partner / Venbro Polymers, Erode.	D.Venkateshwarn. 18/9/2025
		2.Mr.T.Subramanian Technical Leader / CISCO Systems, Bangalore.	18/09/25
5.	Civil Engineer	**Dr.S.Palani Raj** Advisor / Civil Engineer / SVHEC	S.PalaniRaj 18/9/25

Copy Submitted to: Management

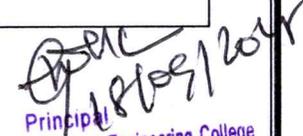# SHREE VENKATESHWARA HI-TECH ENGINEERING COLLEGE

Minutes of Planning and Monitoring Board Meeting

The planning and monitoring board meeting was held on 18.09.2025 - 02.30.PM @ SVHEC Conference hall. The following members were present

S.No	Role	Name and Designation
1	Chair Person and Head of the Institution	**Dr.P.Thangavel** Principal / SVHEC
2	Senior Faculty Member of the College	**1.Dr.S.Prakasam** Vice Principal /SVHEC
		2.Dr.T.SenthilPrakash HOD/CSE / SVHEC
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5	Civil Engineer	**Dr.S.Palani Raj** Advisor / Civil Engineer / SVHEC

Last Meeting (11.04.2025) suggestion points were discussed.

Sl.No	Last meeting's suggestions	Action Taken
1.	Review meeting – Cycle test and Internal test	Cycle test and Internal test are reviewed by the HOD and Faculty members also Arranging remedial classes for academically weak students to raise their academic performance in 10.09.2025
2.	Research and extension activities in the college campus	Promotes inter-disciplinary faculty and student research leading to PhD theses, publications and funded R&D projects in 18.07.2025
3.	New schemes of development for the college	Staffs are encouraged to prepare national skill development schemes like PMKVY in 07.08.2025
4.	Teaching innovations and student placement programmes	Aptitude and skill development training classes are arranged for second and third year students to improve aptitude skills for placement in 30.07.2025
5.	Resource mobilization through industry interaction, consultancy and extra-mural funding	MoU's with various companies are signed for placement purpose in 28.08.2025
6.	Other activities for furtherance of academic excellence	Arranged the various club activities to enhance the students experience in 13.08.2025

Principal
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(Autonomous)
Othakuthirai, Gobichettipalayam (Taluk),
Erode District - 638 455,TN.

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PLANNING AND MONITORING BOARD

Suggestions for the Improvements as given by the members on 18.09.2025, 2025-2026 (EVEN SEM)

1. Review of academic and other related activities of the college

- Identify toppers from each department and provide special training for their placements and higher studies.
- Organize mentoring sessions by senior faculty to guide high-achieving students in research and competitive exams.
- Introduce academic performance tracking to continuously monitor progress of both toppers and average learners.

2. Review of students and faculty development programmes

- Encourage students to attend webinars, seminars, and workshops organized by other institutions to gain exposure.
- Motivate staff to attend STTPs (Short Term Training Programmes) and subject-related webinars for skill enhancement.
- Arrange internal FDPs (Faculty Development Programmes) to share best practices learned from external programs.

3. New schemes of development for the college

- Encourage staff to prepare proposals for national skill development schemes such as PMKVY, Digital India, etc.
- Guide faculty members to submit proposals for sponsorship and government-funded programs.
- Plan training initiatives that align with emerging technologies like AI, IoT, and green energy for future readiness.

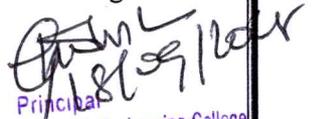### 4. Research and extension activities in the college campus

- Combine sponsored research with academic research to strengthen interdisciplinary collaborations.
- Provide incentives and recognition for faculty and students publishing in high-impact journals.
- Establish research cells that connect with industries and promote consultancy-based projects.

5. Teaching innovations and student placement programmes

- Identify and train students to become entrepreneurs through an active Entrepreneurship Development Cell.
- Placement officer should visit companies to build stronger recruitment networks and MoUs.
- Implement innovative teaching practices like flipped classrooms and project-based learning to enhance employability skills.

6. Other activities for furtherance of academic excellence

- Arrange various club activities such as technical fests, cultural events, and innovation challenges to enrich experiences.
- Involve students in social responsibility projects to instill leadership and teamwork qualities.
- Conduct regular inter-departmental competitions to boost creativity and peer learning.

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