

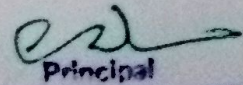


**THAMIRABHARANI ENGINEERING COLLEGE**  
(Approved by AICTE, New Delhi and Affiliated to Anna University,  
Chennai)  
Chathirampudukulam, Chidambaranagar - Vepenkulam Road,  
Thatchanallur, TIRUNELVELI - 627358, Tamil  
Nadu.



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	c. Circular & Minutes of meeting - Even semester	



Principal  
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## INTERNAL QUALITY ASSURANCE CELL [IQAC]

### PREAMBLE:

National Assessment and Accreditation Council (NAAC) proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channelize the efforts and measures of an institution towards academic excellence.


### OBJECTIVES:

The broadly defined objectives of IQAC include (but are not limited to):

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To create a good quality culture
- To channelize the efforts and measures of the institution towards academic excellence
- To become a potential vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

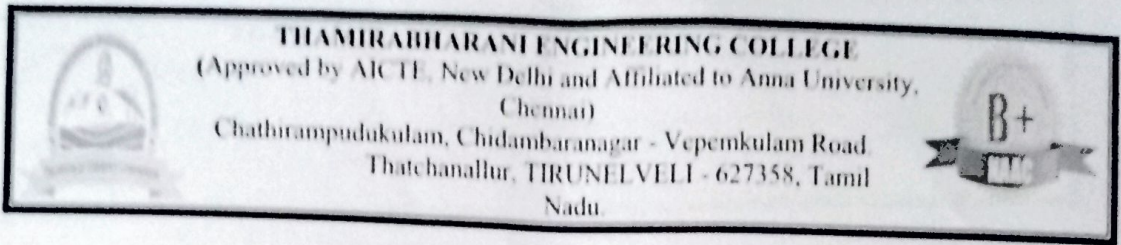
### GUIDELINES FOR COLLEGE INTERNAL QUALITY ASSURANCE CELL

1. Responsible for promoting public confidence that the quality of teaching learning & academic standards enhanced and safeguarded.

  
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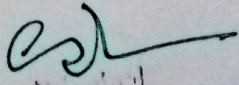


2. Responsible for the review of academic activities and suggest for the further quality improvements.
3. Annual Report preparation based on NAAC requirements.
4. To set benchmarks and best practices every year to enhance Quality standards in the area of education, research and services.
5. The department wise Criteria coordinators are responsible for collecting data for further augmentation.
6. The existing Departmental NAAC Coordinators will also function as departmental IQAC Coordinators for collecting data of the departments and audit the same once in three months.
7. IQAC shall convene the meeting every 6 month with minimum 2/3rd members ensuring the quorum. The minutes of meeting are to be forwarded to IQAC and highlighted in the website.
8. College hand book explains the organization and standard operating procedure for the quality initiatives on par with the statutory norms and expectations of the institution

#### STRATEGIES:

In order to ensure quality sustenance and enhancement, IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programs.
- Equitable access to and affordability of academic programs to suit to various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.

  
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- Ensuring the adequacy and functioning of the support structure and services.

#### FUNCTIONS:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities.
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes / activities.
- Acting as a nodal agency for adoption and dissemination of good practices;
- Development and maintenance of Institutional database

#### BENEFITS:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices.
- To provide a sound basis for decision making to improve institutional functioning.
- Act as a dynamic system for quality changes in HEIs.
- Build an organised methodology of documentation and internal communication

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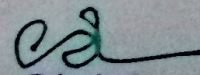
### IQAC - COMPOSITION

IQAC is constituted in our College under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders

The composition of the IQAC may be as follows:

- Chairperson: Head of the Institution
- A few senior administrative officers
- Three to eight teachers
- One member from the Management
- One member from other Institution
- One/two nominees from local society, Students and Alumni
- One/two nominees from Employers /Industrialists/stakeholders
- One of the senior teachers as the coordinator/Director of the IQAC

Sl. No	Composition	Category
1.	Chair Person	Head of the Institution
2.	Teachers to represent all level (Three to Eight)	HoD Assistant Professor Assistant Professor
3.	One Member from the Management	Secretary
4.	One Member from other Institution	Academic Expert
5.	Few Senior Administrative officers	Exam cell incharge Training & Placement Officer Librarian Administrative Officer
6.	One nominee from local society, Students and Alumni	Nominee from local society Final Year Student Second Year Student Nominee from Alumni

  
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7.	One Nominee from Employers Industrialists / Stake holders	Nominee from Industrialist Nominee from Stakeholders-Parents
8.	Co-ordinator / Director of IQAC	IQAC Co-ordinator



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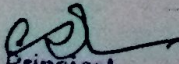


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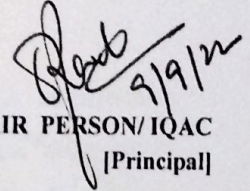
## CONSTITUTION OF IQAC FOR THE ACADEMIC YEAR 2022 - 2023

Sl. No.	Composition	Category	Member Name
1.	Chairperson	Head of the Institution	Dr. D. Ravindran
		Professor	Dr. R. Rajakumari, HoD - S&H
		Associate Professor	Dr. K. Muthukannan, HoD - ECE
2.	Teachers to represent all level (Three to Eight)	Professor	Dr. G. Srinivasan, HoD - EEE
		Assistant Professor	Mr. T. Kumaran, HoD/Mech
		Professor	Dr. A. Vimala Ebenezer, HoD/Civil
3.	One Member from the Management	Secretary	Mr. Senthil Kumar Palraj
4.	One member from other institution	Academic Expert	Dr. P. Meenakshi Devi Director-Academics, KSRIET
			Dr. J. Selwyn Rajadurai Professor, Govt. College of Engg. TVL.
5.	Research Expert	Scientist / CSIR	Dr. G. S. Ayyappan
6.	Few Senior Administrative officers	Training & Placement Officer	Mr. A. L. Karthikeyan, AP/Mech
		Administrative Officer	Mr. S. Johnson
		Exam cell In charge	Mr. D. G. David
		Sports Coordinator	Mr. V. Arunachalam
		Nominee from local society	Mr. D. Arasakumar, Sanitary Officer, Tirunelveli
7.	One nominee from local society, Students and Alumni	Final Year Student	Ms. B. Shanmugha Priya, Civil

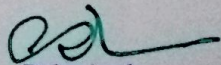
  
Principal



	Third Year Student	Mr. A. Muthu Puthiaven, Mech Mr. A. Praveen Kumar, ECE Mr. S. Bagavathy Babu CAD Designer
	Nominee from Alumni	AMG Enterprises, TVL Mr. K. Subramani Pioneer Wincon Energy systems (P) Ltd., Manoor, TVL
8.	One Nominee from Employers/Industrialists /Stakeholders	Nominee from Industrialist Mr. G. Manikandan, Managing Director, Zealtech Electromec India Private Limited. Ms. M. Selvarani M/o Ms. M. Parvathy Priya, IV ECE
9.	Co-ordinator / Director of IQAC	Nominee from Stakeholders-Parents Mr. L. Venkatesh Subramanian F/o V. Lakshmana Selvan IQAC Co-ordinator Dr. A. Anna Lakshmi, HoD/CSE

  
CHAIR PERSON/IQAC  
[Principal]

PRINCIPAL  
THAMIRABHARANI ENGINEERING COLLEGE  
Chathirampudukulang Village,  
Chidambaranagar - Vepemkulam Road.  
Thatchanallur, Tirunelveli - 627 353

  
Principal  
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## CIRCULAR

Date: 09.09.2022

The Thirteenth meeting of the Internal Quality Assurance Cell will be held on 17.09.2022 at 11.00 a.m.in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

### Agenda

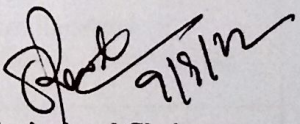
1. Welcome by the Chairman.
2. Introduction of the members of IQAC by the Chairman
3. Submission of the report by the Chairman (all activities academic, co-curricular, extracurricular activities, staff activities, staff achievement, students achievement, sports activities, internship by the students, staff industry activities etc) in the academic year 2021- 2022.
4. To submit and approve the Minutes of Department Advisory Committee meeting of Department of Computer Science and Engineering, Department of Electronics and Communication Engineering, Civil Engineering, Electrical and Electronics Engineering and Mechanical Engineering held in the last academic year.
5. To submit and approve the Vision, Mission, POS, PSOs and PEOs of the Departments.
6. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamil Nadu, Directorate of Technical Education, Chennai.
7. To approve the staff left the institution in the academic year 2021-2022.
8. To approve the appointment of Teaching and Non-teaching staff members in the month of June 2022.
9. To submit and ratify the audited statement for the financial year 2021-2022.
10. To submit and ratify the proceedings of the Feedback Review committee meeting held on 14.06.2022.
11. To submit the result of the Anna University Examination held at May - June 2021.

  
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12. To submit and review the procedure adopted for the E – Governance and its impact.
13. To submit and discuss the placement for the last academic year 2021-22 and its improvement.
14. To submit and discuss the Staff Development program attended by the staff in the last academic year (2021-2022) and its improvement.
15. To submit and analysis the CO, PO, and PEOs attainment and further action to be initiated.
16. To submit and analysis the MOUs signed by the various department in the last IQAC meeting and analysis the activities taking place as per the new and existing MOUs.
17. To discuss the annual budget allocation and estimation for next year.
18. To review HR Policy.
19. To analyze the student activities and collection of feedback.
20. To discuss the faculty development initiatives and staff welfare measures.
21. Any other points with the permission of the Chairman.

  
Principal and Chairman,  
[IQAC]






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## CONSTITUTION OF IQAC FOR THE ACADEMIC YEAR 2022 - 2023

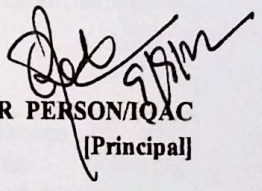
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		Assistant Professor	Mr. T. Kumaran, HoD/Mech
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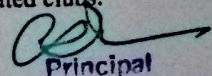
			Mr. A. Muthu Puthiaven, Mech
		Third Year Student	Mr. A. Praveen Kumar, ECE
		Nominee from Alumni	Mr. S. Bagavathy Babu CAD Designer AMG Enterprises, TVL
			Mr. K. Subramani Pioneer Wincon Energy systems (P) Ltd., Manoor, TVL
8.	One Nominee from Employers/Industrialists /Stakeholders	Nominee from Industrialist	Mr. G. Manikandan, Managing Director, Zealtech Electromec India Private Limited.
		Nominee from Stakeholders-Parents	Ms. M. Selvarani M/o Ms. M. Parvathy Priya, IV ECE
			Mr. L. Venkatesh Subramanian F/o V. Lakshmana Selvan
9.	Co-ordinator / Director of IQAC	IQAC Co-ordinator	Dr. A. Anna Lakshmi, HoD/CSE

  
 CHAIR PERSON/IQAC  
 [Principal]



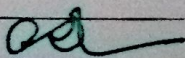
## MINUTES OF MEETING

Points Discussed	Resolution
1. Submission of the report by the Chairman (all activities academic, co-curricular, extracurricular activities, staff activities, staff achievement, students achievement, sports activities, internship by the students, staff industry activities etc) after the Fourth IQAC meeting	Read by the Principal and approved.
2. To submit and approve the Minutes of Department Advisory Committee meeting of Department of Computer Science and Engineering, Department of Electronics and Communication Engineering, Civil Engineering, Electrical and Electronics Engineering and Mechanical Engineering held in the month of September 2022	Read and approved.
3. To read and ratify the letter received from AICTE, Anna University, Directorate of Technical Education, Chennai.	Read and ratified. It was insisted to sanction the student certificates admitted for first year as early as possible. It was expected that the counselling and DOTE verification will be in online mode.
4. To approve the staff left the institution after the 12 <sup>th</sup> IQAC meeting	Read and ratified.
5. To approve the staff both teaching and nonteaching appointed through staff selection committee after the 12 <sup>th</sup> IQAC meeting	Based on the recommendations of staff selection committee, the following appointment for Teaching and Non-teaching staff members has been made: 1. Assistant Professor- 8 (Teaching) 2. Office- 5(Non-Teaching) Read and approved
6. To submit and approve the academic calendar for 2022 – 2023	Read and approved.
7. To submit and ratify the audited statement for the financial year 2022 - 2023	Read and ratified.
8. To submit and ratify the proceedings of the Feedback Review committee meeting and content beyond syllabus for student.	Read and approved. It was insisted to conduct an awareness program about the usage of online tools for both students and faculty.
9. To submit the result of the Anna University Examination held in May 2022	Read and ratified.
10. To submit and discuss the placement for the last academic year 2021-22.	4 companies have visited the campus. 86 students have been identified as eligible and placed in above concerns. The department wise details are as follows: CIVIL: Out of 13 students, 4 of them placed. CSE: Out of 20 students, 5 of them placed. ECE: Out of 20 students, 2 of them placed. EEE: Out of 18 students, 3 of them placed. MECH: Out of 15 students, 7 of them placed. The overall placement for the academic year 2021-22 is 24%.  The members have insisted to improve placement percentage and insisted to place the remaining students in the upcoming drives.
11. To submit and discuss the club initiation and conduct club based programs.	The following number of events has been conducted through the initiated clubs:

  
Principal



	<ol style="list-style-type: none"> <li>1. Fine Arts Club- 4</li> <li>2. Rotract Club- 11</li> <li>3. Fit India Club- 1</li> <li>4. Yuva Club- 1</li> <li>5. Self-Development Club- 3</li> <li>6. Safety Club- 4</li> <li>7. ECO and SwacchBharath Club- 4</li> <li>8. Designers Club- 3</li> <li>9. Renewable Energy Club- 3</li> <li>10. English Proficiency Club- 3</li> <li>11. RAI Club- 2</li> </ol> <p>The members have appreciated and approved the same.</p>
12. To discuss the initiatives by various committees	Read and ratified. It was insisted to conduct more webinars/online workshop for both faculty and student to excel in their knowledge.
13. To submit and discuss the faculty Development program attended by the faculty in the last academic year (2021-22) and its improvement	Read and ratified. It was insisted that faculty must attend at least 1 FDP per semester.
14. Annual Budget allocation and estimation for next year	Reviewed the budget allocation and proposed to conduct financial audit too.
15. Other points discussed	<ol style="list-style-type: none"> <li>1. Dr. G. S. Ayyappan, Scientist/CSIR suggested that the awareness should be given to the student who gave more important to choose the CSE department. Hence there is a need for conducting career guidance for +2 students to explain the importance of CIVIL, EEE and Mechanical departments. There will be a great future for them in the above mentioned departments.</li> <li>2. All Professors and associate professors are advised to concentrate more on funded projects.</li> <li>3. Meeting with industry is necessary to make collaboration between institute and industry.</li> <li>4. Topper students should be identified and motivated to get University rank.</li> <li>5. Dr. Meenakshi Devi P, Director/Academics conveyed that to conduct MS office as Naan Mudhalvan course.</li> <li>6. Academic freedom should be given to the students. Brain storming sessions should be conducted in the class. II and III year students should go for an internship during their summer vacation.</li> <li>7. Students may select their electives in horizontal or vertical manner.</li> <li>8. Campus interview may be improved through alumni reference company.</li> <li>9. Parents present in the meeting felt very much satisfied with the progress of TEC and express their thanks.</li> <li>10. Alumni students asked to conduct</li> </ol>

  
PRINCIPAL



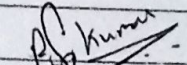
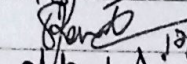
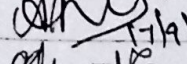
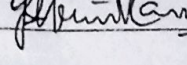
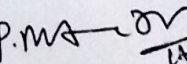
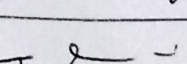
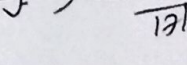
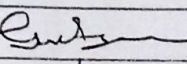
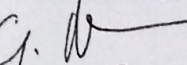
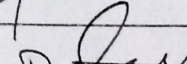
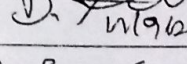
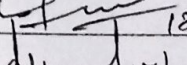
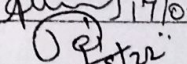
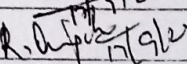
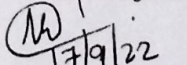
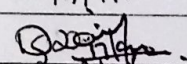
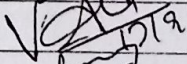
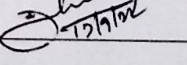
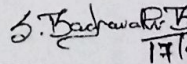
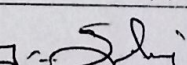
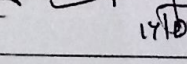
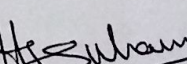
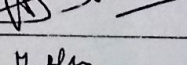
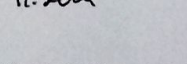
	<p>awareness program on various government jobs.</p> <p>11. Mr. D. Arasakumar, Sanitary Officer, Tirunelveli gave inputs about the requirement of city corporation or Municipality of manpower in contract basis. Consolidated pay may be given to the students. Hence the final year students may get benefit. Allow the final year students to get the project title from the public service department. So they have to submit the requisition letter and get the title and find the solutions for the same.</p> <p>12. Bio gas plant may be installed with the septic tank.</p> <p>13. Business incubator should be started in our campus. So the students may be able to earn while they are studying.</p> <p>14. Motivate the students to participate in symposium conducted by reputed institution. Then only the students get exposure to conduct themselves.</p> <p>15. Mapping is planned between alumni and our students. Each alumni should map with atleast 4 students.</p>
16. Any other points with the permission of the Chairman	Nil

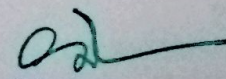
*[Handwritten Signature]*  
Principal

*[Handwritten Signature]*  
Principal  
THAMIRABHARANI ENGG COLLEGE,  
Tirunelveli. Tamilnadu-627 008



# ATTENDANCE

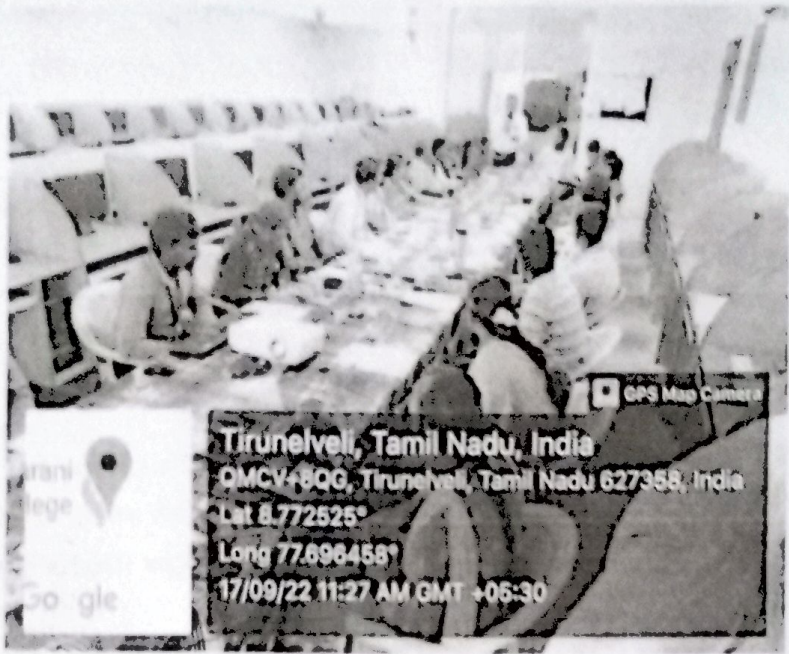
Sl. No.	Name of the Committee member	Designation	Role	Signature
1	Mr. Senthil Kumar Palraj	Secretary	Management Rep.	 17/9/22
2	Dr. D. Ravindran	Principal	Chairman - IQAC	 17/9/22
3	Dr. A. Anna Lakshmi	HoD - CSE	Coordinator 1 - IQAC	 17/9/22
4	Dr. G. Srinivasan	Prof. & HoD - EEE	Coordinator 2 - IQAC	 17/9/22
5	Dr. P. Meenakshi Devi	Director-Academics, KSRIET	Academic Expert & Member from other Institution	 17/9/22
6	Dr. J. Selwyn Rajadurai	Professor, Govt. College of Engg. TVL.	Academic Expert & Member from other Institution	 17/9/22
7	Dr. G. S. Ayyappan	Scientist / CSIR	Research Expert	
8	Mr. G. Manikandan	Managing Director, Zealtech, Covai	Industrial Expert	
9	Mr. D. Arasakumar	Sanitary Officer, Tirunelveli	Local society member	 17/9/22
10	Mr. T. Kumaran	HoD/Mech	Member	 17/9/22
11	Dr. A. Vimala Ebenezer	HoD/Civil	Member	 17/09/22
12	Dr. K. Muthukannan	HoD/ ECE	Member	 17/9/22
13	Dr. R. Rajakumari	HoD / S&H	Member	 17/9/22
14	Mr. AL. Karthikeyan	Training & Placement Officer	Member	 17/9/22
15	Mr. D. G. David	Exam cell Incharge	Member	 17/9/22
16	Mr. V. Arunachalam	Sports Coordinator	Member	 17/9/22
17	Mr. B. Johnson	Administrative Officer	Member	 17/9/22
18	Mr. S. Bagavathy Babu	CAD Designer AMG Enterprises, TVL	Nominee - Alumni (2022 Passed Out)	 17/9/22
19	Mr. K. Subramani	Pioneer Wincon Energy systems (P) Ltd., Manoor, TVL	Nominee - Alumni	 17/09/22
20	Mr. L. Venkatesh Subramanian F/o V. Lakshmana Selvan	Parents (III Year CSE)	Nominee from Stakeholders-Parents	
21	Ms. M. Selvarani M/o Ms. M. Parvathy Priya	Parents (Final Year ECE)	Nominee from Stakeholders-Parents	
22	Mr. A. Praveen Kumar ,	III Year ECE	Student	
23	Ms. B. Shanmugha Priya	Final Year Civil	Student	
24	Mr. A. Muthu Puthiaven	Final Year Mech.	Student	



Principal

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A. IQAC Chairman's Presentation



B. Dr. P. Meenakshi Devi's interaction

*esr*  
Principal

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Tirunelveli, Tamil Nadu 627 358

*P. Devi*  
17/9/22

PRINCIPAL  
THAMIRABHARANI ENGINEERING COLLEGE  
Chathirampudai, Palam Village,  
Chidambaranagar, Vopemkulam Road,  
Thatchanallur, Tirunelveli - 627 358





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Nadu.



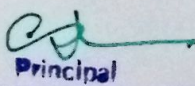
## CIRCULAR

18.01.2023

The 14th meeting of the Internal Quality Assurance Cell is scheduled for January 24, 2023, at 10 a.m. in the Principal's Cabin. All IQAC members are urged to be present and contribute their valuable suggestions for the overall enhancement of our institution.

### Agenda:

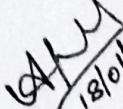
1. Opening remarks by the Secretary.
2. Presentation and approval of the proceedings of the 13th IQAC meeting. Additionally, review the actions taken and follow-up actions from the 13th IQAC meeting.
3. Submission of the report by the Chairman covering all activities: academic, co-curricular, extracurricular, staff activities, staff and student achievements, sports activities, student internships, and staff industry activities after the 13th IQAC meeting.
4. Submission and approval of the Minutes of the Department Advisory Committee meeting for the Departments of Computer Science and Engineering, Electronics and Communication Engineering, Civil Engineering, Electrical and Electronics Engineering, and Mechanical Engineering.
5. Review and ratification of the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamil Nadu, Directorate of Technical Education, Chennai.
6. Approval of the staff who left the institution after the 13th IQAC meeting.
7. Presentation and approval of the budget for the financial year 2022-23.
8. Submission and ratification of the proceedings of the Feedback Review committee meeting through end-semester feedback.
9. Presentation of the results of the Anna University Examination held in November/December 2022.
10. Submission of the action taken report of various committees convened after the 13th IQAC meeting.

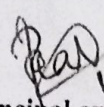
  
Principal


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11. Any additional points with the permission of the secretary.

  
18/01/23  
IQAC

  
18/1/23  
Principal and Chairman,

  
Principal

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Thatchanallur, TIRUNELVELI - 627358, Tamil  
Nadu.



**PROCEEDINGS OF THE FOURTH INTERNAL QUALITY ASSURANCE CELL  
(IQAC) MEETING HELD ON 24.01.2023 AT 10 AM**

**CHAired BY:**

Principal and Chairman of IQAC

**Members Present:**

S.No.	Committee Members	Category	Sign
1.	Dr. D. Ravindran	Head of the Institution	
2.	Dr. S. Murugan	HoD/ECE	
3.	Dr. G. Srinivasan	HoD/EEE	
4.	Mr. T. Kumaran	HoD/MECH	Attended through online
5.	Dr. A. Vimala Ebenezar	HoD/CIVIL	
6.	Dr. R. Rajakumari	HoD/S&H	
7.	Mr. Senthil Kumar Palraj	Secretary	Attended through Online
8.	Dr. Dr. P. Meenakshi Devi, Director - Academics, KSRIET	Academic Expert	
9.	Mr. D. G. David	Exam cell incharge	
10.	Mr. A. L. Karthikeyan	Training & Placement Officer	
11.	Mr. B. Charles Sam Wesley,	Librarian	
12.	Mr. B. Johnson	Administrative Officer	
13.	Mr. D. Arasakumar, Sanitary Officer, Tirunelveli	Nominee from local society	
14.	Mr. P. Subramani,	Final Year Student	

Principal

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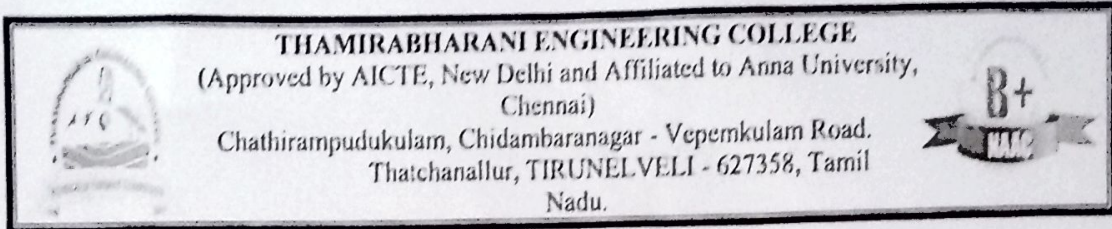
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|-----|--------------------------------|-----------------------------------|
| 15. | Ms. S. Sakthi,                 | Second Year Student               |
| 16. | Ms. S. Divya (2017 Passed out) | Nominee from Alumni               |
| 17. | Mr. G. Manikandan              | Nominee from Industrialist        |
| 18. | Mr. S. Sankar                  | Nominee from Stakeholders-Parents |
| 19. | Dr. A. Anna Lakshmi,           | IQAC Co-ordinator                 |

*Sakthi*  
*Divya.*  
*G. Man*  
*Sankar*  
*Anna*

*Principal*

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 Nadu.

**Minutes of Meeting:**

1. Welcome by the Secretary

The Chairman of IQAC welcomed all the members

2. To submit and approve the proceedings of the third IQAC meeting. Also study the action taken and follow up action on the proceedings of the 13<sup>th</sup> IQAC meeting

The following is the Action Taken Report on the decisions of the third IQAC meeting and the actions taken

**Plan of Action**

**Action taken**

The decision was made to choose certificate courses aligned with industry requirements, specifically for higher-order semester students, in addition to the regular curriculum.

Courses beyond the University curriculum, focusing on current advanced technology and software, were conducted. Staff underwent training before delivering these courses.

The decision was made to create two question papers for internal assessment tests, with staff required to submit them to the exam cell. In order to promote activity-based learning, questions should be formulated based on Bloom's Level Taxonomy.

All staff members adhered to the guidelines provided by IQAC and verified by their respective Heads of Departments.

It was emphasized that organizers and conveners of conferences, seminars, and workshops must submit an event report, along with participant feedback, to IQAC within two days after the event's conclusion. Additionally, organizers are expected to strictly adhere to the schedule.

Following the guidelines provided by IQAC, all coordinators submitted their event reports within two days.

It was decided to include more awareness program on Entrepreneurship Development.

Entrepreneurship Awareness should be conducted.

It was also decided to conduct orientation program for the first year students.

For first year students, two weeks Induction orientation program is conducted every year

It is suggested that the college website need to be updated regularly

The college assigned an additional responsibility to Mr. D. G. David, Assistant Professor in the Department of Computer Science and Engineering, to ensure regular updates. All Heads of Departments

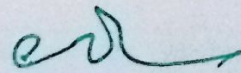
Principal



The IQAC coordinator urged all heads of departments to promptly report any instances of student involvement in ragging, malpractice, or anti-social activities to IQAC. This will facilitate the initiation of disciplinary action against the offender.

and club in-charges were also advised to provide data updates to him accordingly.

HODs and Mentors are advised to follow



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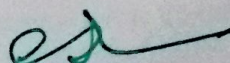
After elaborate discussion, the Third IQAC minutes is approved

Points Discussed	Resolution
The Chairman will present a comprehensive report covering academic, co-curricular, extracurricular activities, staff engagement, achievements, student accomplishments, sports activities, student internships, staff industry activities, etc., following the 13 <sup>th</sup> IQAC meeting.	Read by the Principal and approved.
To present and obtain approval for the minutes of the Department Advisory Committee meeting for the Departments of Computer Science and Engineering, Electronics and Communication Engineering, Civil Engineering, Electrical and Electronics Engineering, and Mechanical Engineering.	The following certificate courses has been planned to conduct in the current academic year: TECCE011 – Air Pollution and Control Engineering TECME012 – Introduction to steam system TECCH003 – Personality Development and Psychology TECEE003 – Photonic Integrated Circuits TECCS014 – Advanced Artificial Intelligence TECCS013 – Web application development using node JS Read and approved.
5. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	Read and ratified
6. To approve the staff left the institution after the 13 <sup>th</sup> IQAC meeting	Read and ratified.
7. To approve the staff both teaching and nonteaching appointed through staff selection committee after the third IQAC	Following the recommendations of the staff selection committee, the following appointments have been approved for Teaching and Non-

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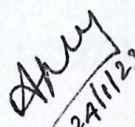


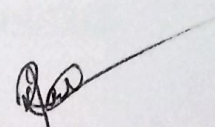
meeting	teaching staff members: 1. Assistant Professor - 7 (Teaching) 2. Office - 1 (Non-Teaching). Read and endorsed.
8. To submit and approve the budget for the financial year 2023-24	Read and ratified.
9. To present and officially approve the proceedings of the Feedback Review committee meeting based on end-semester feedback.	Read and endorsed. The decision was made to assign case studies and tutorial problems to students for challenging subjects, with monitoring responsibilities delegated to the Heads of Departments (HODs).
10. To submit the result of the Anna University Examination held in November/December 2022.	Read and ratified. The decision was made to create a team comprising advanced learners and slow learners, aiming to enhance the standards of the latter. Advanced learners will assist in the teaching process, fostering recall for all students. A project batch for the final year will be formed based on the aforementioned approach.
11. To submit the admission process to be followed for the academic year 2023-24	Read and ratified.
12. To submit the action taken report of the various committees which were held after 13 <sup>th</sup> IQAC meeting.	Read and ratified. The decision has been made to conduct annual stock verification. Additionally, there is a commitment to ensure proper maintenance of furniture, equipment, and buildings with regular monitoring. Furthermore, the decision has been taken to establish Memoranda of Understanding (MOUs) with industries for the training of both faculty and students.

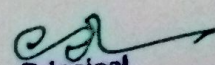
  
Principal



13. Any other points with the permission of the Secretary	Nil
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24/11/23  
IQAC Coordinator

  
Principal cum Chairman

  
Principal  
THAMIRABHARANI ENGG COLLEGE,  
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