



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/2017-2018/Meeting No.01

Date: 01.05.2017

Circular

This is to inform you that, the First Meeting of IQAC will be held on 05.05.2017, 3.00 PM at Principal room. All the members are requested to attend the meeting. The agenda for the meeting is given below,

Agenda

1. Academic schedule for odd semester 2017-2018
2. Meeting of statutory and non statutory committees - Discussion
3. Inauguration of clubs, societies, committees
4. NAAC accreditation process
5. Seminar grants & Symposium proposals
6. Certificate courses, Value added courses, Vocational Education Training
7. Industrial Visit, Inplant Training, Internship Training
8. Faculty development programs
9. MHRD - AISHE submission
10. Result Analysis
11. Placement Review & Training schedule
12. Any other matters

Dr. P. Thangavel
01/05/17

Principal
(Dr.P.Thangavel)

Copy to:

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

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



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Internal Quality Assurance Cell (IQAC)

Minutes Of Meeting

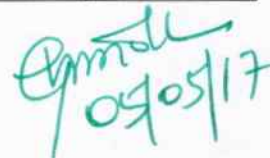
SVHEC/IQAC/2017-2018/Meeting No.01

Date: 05.05.2017

Item No.	Agenda / Topics	Points discussed	Responsible person	Target Date
	<ul style="list-style-type: none"> ➤ Principal welcomed all the participants ➤ Principal explained the IQAC's roles and responsibilities to the participants. ➤ Principal nominated Prof.S.Prakasam as an IQAC coordinator, introduced all the members and asked the coordinator to lead the meeting. ➤ Composition of the IQAC was approved. 			
1.	Academic Plan for 2017-2018	Academic schedule preparation	Dr.T.Senthil Prakash HOD / CSE	10.05.2017
2.	Meeting of statutory and non statutory committees	Organizing the statutory and non statutory committee meetings and follow up.	All committee I/C's	-
3.	Inauguration of clubs & societies	More clubs and societies are to be formed.	Head of the Departments	-
4.	NAAC work Review	Criteria wise work scheduled and discussed in detail	Head of the Departments	-
5.	Seminar grants & Symposium proposals	It is proposed to forward the seminar & symposium proposals to the related funding agencies.	Head of the Departments	-
6.	Certificate courses, Value added courses, Vocation educational Training	It is planned to organize the certificate courses, value added courses and Vocation education training to students during the odd semester.	Head of the Departments	-
7.	Industrial Visit, Inplant Training & Internship Training	It is decided to arrange the Industrial visit, Inplant training and Internship training for the students during and at end of the odd semester.	Head of the Departments	-
8.	Faculty development programs	Faculty development programmes to be organized.	Head of the Departments	-
9.	MHRD - AISHE submission	Details required by MHRD-AISHE to be filled	Vice Principal	-
10.	Result Analysis	Strategic plan towards the Improvement of academic results	Head of the Departments	-
11.	Placement Review	Reviewed the previous year Placement records.	Mr.T.Arun Prakash Placement Officer	-


Coordinator-IQAC
(Prof.S.Prakasam)




Principal
(Dr.P.Thangavel)

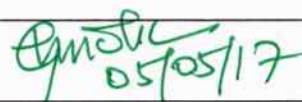
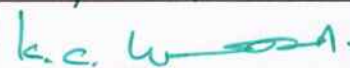
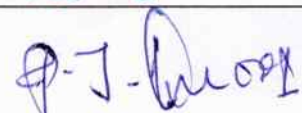

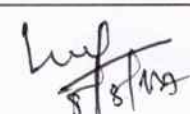

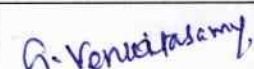
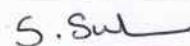

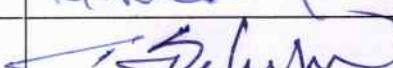


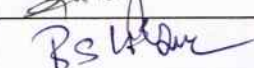






Shree Venkateshwara Hi-Tech Engineering College

Gobi-638455

05.05.2017

The Internal Quality Assurance Cell (IQAC) members list

S.No	Role	Name & Designation	Signature
1	Chairperson & Head of the Institution	Dr.P.Thangavel, Principal	
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	
18	Nominee from Student	Mr.K.M.Pradeep – III Mech Mr.V.Mathankumar - III Civil	