

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.23

Date: 02.02.2023

Circular

This is to inform you that, the 23rd Meeting of IQAC will be held on 04.02.2023, 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 Even semester 2022-23
4. Certificate Courses, Value added Courses, Vocational Educational Training – Plan
5. Proposed Events by Statuary and Non-Statuary Committee / Cell / Club activities & Society activities – plan
6. IPT/Internship programmes – Plan
7. Placement & Training Activities – Plan
8. Academic Audit for the Odd semester 2022-23 – Review
9. ISO Surveillance Auditing - Plan
10. New Course Suggestion
11. Any other matters

JA
02/02/2023
Coordinator - IQAC

Prin
02/02/2023
Principal

Copy to:

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



**SHREE VENKATESHWARA
HI-TECH ENGINEERING COLLEGE**
Sri Kalaivani Nagar, Othakuthirai,
K.Mettupalayam (Po), Gobi - 638 455

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MINUTES OF MEETING

SVHEC/IQAC/2021-2022/Meeting No.23

Date: 04.02.2023

Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
1.	-	Minutes of the previous meeting has been reviewed.	-	-
2.	Overall Academic Plan for Even semester 2022-23	It is decided to prepare the academic documents for the even semester 2022-23 as early as possible.	Head of the Department's	-
3.	Workload for Even Semester 2022-23	The members reviewed and approved workload for Even Semester 2022-23	Head of the Department's	-
3.	Certificate Courses, Value added Courses, Vocational Educational Training	HOD's are informed to plan for the CC, VAC, VET for the Even Semester 2022-23 & get the approval.	Head of the Department	-
4.	Proposed Events by Clubs & Cells	Club & Cell In-charges are informed to submit the proposed event list for the Even Semester 2022-23.	Club & Cell In-charges	-
5.	IPT/Internship programmes	HoD's are informed to guide the students to attend the IPT/Internship programmes.	Head of the Department	-
6.	Placement & Training Activities	Placement officer proposed the Training & Placement plan for the Even Semester 2022-23.	Placement officer	-
7.	ISO Surveillance Auditing	IQAC Coordinator is instructed to make it ready for the documents for ISO Surveillance Auditing in the Month of March	ISO-Management Representative	-
8.	IEEE – National Conference	The members reviewed the IEEE National Conferences work progress	IEEE – Coordinator	-
9.	National level Technical Symposium	It is decided to conduct the National level Technical Symposium in the month of March 2023.	Coordinator & Head of the Department	-

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Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
10.	Culture Fest & Sports Day	It is decided to conduct the Culture Fest & Sports Day in the month of March 2023.	Coordinator	-
11.	New Course	The members suggessted 4 new Course for the Academic year 2023-24	Head of the Department	-

Dr. S. Prakasam
Coordinator-IQAC
(Dr.S.Prakasam)



Dr. P. Thangavel
Principal
(Dr.P.Thangavel)

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Date: 04.02.2023

Action taken report for the Minutes of Meeting held on 21.01.2023

S.No.	Points discussed in previous meeting	Action taken
1.	VET to be planned during semester holidays.	Vocational Educational Training has been conducted.
2.	It is decided to conduct Virtual Lab for UG Students Joint with NIT Surathkal from Even Semester on wards	Conducted Virtual Lab for UG Students Joint with NIT Surathkal.
3.	The members reviewed the AISHE application and approved for Submission	AISHE application Submitted on February 13, 2023 and report submitted to members


Coordinator-IQAC
(Dr.S.Prakasam)




Principal
(Dr.P.Thangavel)

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The Internal Quality Assurance Cell (IQAC) Members Present

Date: 04.02.2023

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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