

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, EEE, MECH)
Gobichettipalayam – 638 455, Erode District, Tamilnadu
Website: www.svhec.com



Internal Quality Assurance Cell (IQAC)

SVHEC/IQAC/2023-2024/Meeting No.25

Date: 14.06.2023

Circular

This is to inform you that, the 25th Meeting of IQAC will be held on 24.06.2023, 4.00 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 2023-2024
4. NAAC – AQAR for 2022-2023 submission – Plan
5. Quality Initiatives by IQAC – plan
6. CC, VAC, VET courses – plan
7. Training & Placement Activities for 2023-2024 odd semester
8. Statuary and Non-Statuary Committee / Cell / Club activities & Society activities – plan
9. Alumni Meet – plan
10. 2023 Batch Bridge Course, Orientation Program & UHV – Plan
11. Virtual lab – ODD Semester for all programs
12. Research promotion policy discussion
13. NIRF Submission approval
14. Computer Hardware Training for All UG 2nd Yr Students – Plan
15. Competitive exam Coaching – Plan
16. Energy & Green Audit – Plan
17. NAAC/NBA Workshop for Faculty - Plan
18. Any other matters

Ka
14/6/23
Coordinator – IQAC



Copy to:

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



Prasanna
14/6/2023
Principal

Shree Venkateshwara
Hi-Tech Engineering College,
(Autonomous)
Sri Kalaivani Nagar, Othakuthirai,
K.Mettupalayam (Pc), Gobi - 638 455

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MINUTES OF MEETING

SVHEC/IQAC/2023-2024/Meeting No.25

Date: 24.06.2023

Item No.	Agenda / Topics	Points discussed	Responsibility
1.	-	Minutes of the previous meeting has been reviewed.	-
2.	Overall Academic Plan for the Odd Semester 2023-24	The Overall Academic Plan for the odd semester 2023-24 has been presented by IQAC Coordinator.	IQAC Coordinator
3.	NAAC – AQAR for 2022-23 submission	IQAC Coordinator is instructed to submit the NAAC – AQAR 2022-23 as per schedule.	NAAC Coordinator
4.	Quality Initiatives by IQAC	IQAC Coordinator presented the plan for Quality Initiatives for the odd semester 2023-2024.	IQAC Coordinator
5.	CC, VAC, VET courses	HOD's presented the proposed topics of CC, VAC & VET Courses for odd semester 2023-24 & it has been approved by members of IQAC	Head of the Departments
6.	Training & Placement Activities for 2023-24 odd semester	Plan for Training & Placement activities for odd semester 2023-24 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 – 2023	It is decided to conduct the Alumni meet in the month of September 2023.	Placement Officer
9.	NIRF – Submission	The members reviewed the NIRF application and approved for Submission	NIRF Coordinator and Heads
10.	Graduation day	It is planned to conduct Graduation Day month of November, HoD's and Examcell i/c are asked to make the necessary arrangement for the same.	Graduation Day Coordinator and Heads
11.	Research Incentive for faculty Publication	It is decided to motivate the faculty to provide research incentives for publishing their valuable papers in reputed journals, books, book chapters, and patents.	Faculty

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12.	Seminar/ Workshop proposal	It is decided to send the seminar/workshop proposal for various agencies like CSIR, ISRO, and DRDO etc...	Faculty
13.	2023 New Batch Orientation Program	It is planned to Conduct Bridge Course, Orientation program and UHV for 2023 admitted UG Students	HoD / SCHU
14.	E Nova Data Entry for Autonomous Batch UG/PG Students	All the first year Autonomous batch Students data entry use E Nova portal	HoDs
15.	Website Updation	It is decided to update website with all the activities on time	Website Coordinator
16.	IEEE – National Conference	The members reviewed the progress of the IEEE International Conference work. It is scheduled to be conducted in the month of September.	IEEE – Coordinator & HODs
17.	Energy Audit & Green Audit	It is decided to conduct Energy & Green Audit in the month of December	HoD/EEE
17.	Computer Hardware Training	It has been decided to provide Computer Hardware Training to all UG 2nd Year students.	HoDs
18.	Competitive exam Coaching	It has been decided to Provide Competitive Coaching for Students	HoDs
19.	Academic Audit for EVEN Semester 2022-23.	Academic Audit for EVEN Semester 2022-23 to be conducted.	IQAC Coordinator & Head of the Department
20.	NAAC/NBA Workshop for faculty	It is decided to provide Workshop in the month of November/December	HoDs

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29/06/23
Coordinator-IQAC
(Dr.S.Prakasam)



Prasanna
29/06/2023
Principal
(Dr.P.Thangavel)
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Internal Quality Assurance Cell (IQAC)

Date: 24.06.2023

Action taken report for the Minutes of Meeting held on 20.05.2023

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.	The members suggested to form Governing Council, Academic Council and BOS with the members from IIT, NIT, Reputed Deemed Universities and Reputed Industries	As per suggestion framed the Members.
3.	IQAC Coordinator presented the New Course introduced for AY 2023-24 1. BE- Bio Medical Engineering 2. B.Tech.- Artificial Intelligence and Data Science 3. B.Tech. - Information Technology 4. B.Tech. - Pharmaceutical Technology	The new course has received approval from both the All India Council for Technical Education (AICTE), New Delhi and Anna University, Chennai.

Dr. S. Prakasam
24/6/23
Coordinator-IQAC
(Dr.S.Prakasam)



Dr. P. Thangavel
24/06/2023

Principal
(Dr.P.Thangavel)

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The Internal Quality Assurance Cell (IQAC) Members Present

Date: 24.06.2023

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.K.Mohanraj Assistant Manager HR Desicrew Solution Pvt Ltd, Erode	
6	Nominee from Alumni	Mr.P.Hariprakash Design Engineer Hirotec India PVT Ltd, Coimbatore	
7	Nominee from Stakeholders (Parent)	Thiru.A.Shanmugam, F/o S.Vigneswaran, IV EEE	
8	Administrative Officer	Ms.S.Sulochana , AO	
9	COE & Dean/R&D	Dr.K.M.Arunraja, ASP/ MECH	
11	Members of Faculty	Dr.G.E.Arunkumar, HoD/CIVIL	
12		Dr.T.Senthilprakash, HOD/CSE	
13		Dr.P.Karuppusamy, HOD/EEE	
14		Dr.V.Saminathan, HOD/ECE	
15		Dr.S.Sathyasundari, HOD/MBA	
16		Dr.S.Mylsamy, HOD/SCHU	
17		Dr.V.Ashok kumar, Librarian	
18		Mr.K.C.Anandhan, AP(Sr.G)/EEE	
19		Mr.S.Meinathan AP(Sr.G)/MECH	
20		Mr.J.Senthilkumar, AP/CSE, Exam cell Coordinator	
21		Mr.T.Arun Prakash, AP/CSE, Training & Placement	
22		Mr.P.Dhakshinamoorthy, LO/ Scholarship & PRO	
23	Coordinator of the IQAC	Dr.S.Prakasam, Vice Principal	
24	Nominee from Student	Mr.R.Sarathkrishnan, IV ECE	
25		Ms.M.Kavitha, IV CIVIL	
26		Ms.D.Umamaheswari, IV CSE	

IQAC Coordinator



PRINCIPAL
Shree Venkateshwara
Hi-Tech Engineering College
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Principal
Sri Kalavani Nagar, Gobichettipalayam,
K. Mettupalayam (P.O), 638455.