

# 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.28

Date: 10.05.2024

### Circular

This is to inform you that, the 28<sup>th</sup> Meeting of IQAC will be held on 25.05.2024, 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. Review of Academic Activities of Even semester 2023-24
4. Vocational Education Training during semester holidays - plan
5. IIPC - Activity - review
6. IPR - Activity - review
7. VAC, Certificate Program courses - status
8. FDP organized
9. MoU Activities
10. Placement status
11. Academic Audit for Even semester 2023-24
12. New Course Introduced for AY 2024-25
13. Autonomous Syllabus upcoming semester – Plan
14. Any other matters.

*10/05/2024*  
Coordinator – IQAC



Copy to:

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



*10/05/2024*

Principal

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

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## Internal Quality Assurance Cell (IQAC)

### MINUTES OF MEETING

SVHEC/IQAC/2023-2024/Meeting No.28

Date: 25.05.2024

Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
1.	-	Minutes of the previous meeting has been reviewed.	-	-
2.	Review of Academic activities of Even semester 2023-24.	Academic activities of Even Semester 2023-24 have been reviewed.	Head of the Department	-
4.	Vocational Education Training during semester holidays – plan	It is decided to give Vocational Educational Training to the students during Even Semester holidays.	Head of the Department	-
5.	IIPC – Activity – review	IIPC activities during the Even Semester have been presented by IIPC Coordinator.	IIPC Coordinator	-
6.	IPR - Activity – review	IPR Cell activities have been reviewed.	R&D Cell I/C	-
7.	VAC, Certificate Programmes – Status	VAC & Certificates programmes conducted during Even semester have been presented.	Head of the Department	-
8.	Students feedback with action taken	IQAC Coordinator summarized the feedback collected from students with action taken report.	IQAC Coordinator	-
9.	MoU Activities	Placement officer submitted the list of MOU's signed & follow up activities.	Placement officer	-

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Item No.	Agenda / Topics	Points discussed	Responsibility	Target Date
10.	Placement Status	Placement officer presented the overall placement status for the year 2023-24.	Placement officer	-
11.	Academic Audit for EVEN Semester 2023-24.	Academic Audit for EVEN Semester 2023-24 to be conducted.	IQAC Coordinator & Head of the Department	

*K. Kannakumar*  
25/05/2024  
Coordinator-IQAC  
(Prof.K.Kannakumar)



*P. Thangavel*  
25/05/2024

Principal  
(Dr.P.Thangavel)  
Shree Venkateshwara  
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## Internal Quality Assurance Cell (IQAC)

Date: 25.05.2024

Action taken report for the Minutes of Meeting held on 20.01.2024

S.No.	Points discussed in previous meeting	Action taken
1.	The Overall Academic Plan for the Even semester 2023-24 has been presented by IQAC Coordinator.	As planned, the Academic document has been prepared.
2.	Club & Cell Incharges are informed to submit the proposed event list for the Even Semester 2023-24.	All Club & Cell in-charges submitted the event list and corresponding events has been completed.
3.	It is decided to Passing First Result passing board meeting for First Semester examinations is scheduled on month of February	As planned Autonomous First Semester Result Passed on 27.02.2024.
4.	HOD's are informed to plan for the CC, VAC for the Even Semester 2023-24 & get the approval.	Certificate Courses & Value added courses has been conducted as planned.
5.	IQAC Coordinator is instructed to make it ready for the documents for ISO Surveillance Auditing in the Month of February	As planned the ISO Surveillance Auditing has been Conducted on 22.02.2024.
6.	It is decided to conduct the National level Technical Symposium in the month of March 2024.	As planned, the National level Technical Symposium has been Conducted on 22.03.2024.
7.	It is decided to conduct the Culture Fest & Sports Day in the month of April 2024.	As planned, the National level Technical Symposium has been Conducted on 06.04.2024.
8.	It is decided to conduct National Conference commonly for all disciplines	As planned, the event was conducted on 25.04.2024. The students presented and published 81 papers in international journals
9.	It is decided to Conduct Placement Day in the Month of May.	As planned, the Placement Day for the 2024 graduating students was conducted on 04.05.2024.
9.	Academic Audit for ODD Semester 2023-24 to be conducted.	Academic Audit for the ODD Semester 2023-2024 has been conducted as planned.
10	The members suggested 3 UG Programs B.E.-CSE (Artificial Intelligence and Machine Learning (AIML), B.E- CSE (Cyber Security), B.Tech - Biotechnology(BT) & 2 PG Programs M.E.-Structural Engineering and M.E.-Industrial Safety Engineering for the Academic year 2024-25	The new course has received approval from the All India Council for Technical Education (AICTE) and waiting for Anna University affiliation.

*K. Kannakumar*  
Coordinator-IQAC  
(Prof.K.Kannakumar)



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

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## The Internal Quality Assurance Cell (IQAC) Members Present

Date: 25.05.2024

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	Vice Principal	Dr.S.Prakasam, VP & HoD/MECH		
10	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		Mr.K.C.Anandhan, AP(Sr.G)/EEE		
18		Mr.S.Meinathan AP(Sr.G)/MECH		
19		Mr.J.Senthilkumar, AP/CSE, Exam cell Coordinator		
20		Mr.T.Arun Prakash, AP/CSE, Training & Placement		
21		Mr.P.Dhakshinamoorthy, LO/ Scholarship & PRO		
22		Ms. M. Parimaladevi, Librarian		
23		Coordinator of the IQAC	Mr.K.Kannakumar, AP(Sr.G)/MECH	
24		Nominee from Student	Mr.R.Sarathkrishnan, IV ECE	
25	Ms.M.Kavitha, IV CIVIL			
26	Ms.D.Umamaheswari, IV CSE			

IQAC Coordinator

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