

From

Dr.P.Dhasarathan  
Head-Department of Biotechnology  
Prathyusha Engineering College

20-8-2018

To

The Principal  
PEC

Sir,

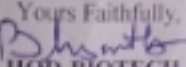
**Sub. : Requisition for conducting meeting with stake holders & Department Academic Advisory Meeting in respect to Outcome Assessment & Analysis – reg.**

The Department of Biotechnology has planned to conduct meeting with StakeHolders and Department Academic Advisory committee meeting for Assessment of PO's & PEO's during August and September 2018. In this regard, the following committee members have to be invited.

Name of the member	Role	Designation and profession
Dr.P.Dhasarathan	Chairperson	Professor/HOD
Dr.A.J.Ranjith sikh	Senior Professor	Professor
Dr. S. NarandraSivasamy	Industry Mentor	Director(Technical) SynkromaxPvt Ltd
Mr.V.Subramanian	Industry Mentor	Director, SynkromaxPvt Ltd
Dr.K. Vallivittan	Academician Mentor	Professor/Department of biotech,St Peters university
Dr.krishnaraoEswar	Alumni Representative	Research Associate,IISC , Bangalore
Mr.k.cholapandian	IQAC	Associate professor
Dr.M.Thenmozhi	Senior faculty	Associate professor
Dr.A.Praveena	Senior faculty	Associate professor
Mrs. Joyce Hellensathya	faculty	Assistant professor

Hence we kindly request you to grant permission for the same.

Thanking you

Yours Faithfully,  
  
HOD-BIOTECH

Approved

PLA → 0

Dr.P.DHASARATHAN M.Sc, M.Tech, Ph.D  
Head, Department of Biotechnology  
Prathyusha Engineering College  
Tiruvallur-602025, Tamilnadu, INDIA.

18.9.2018

From  
Dr.P.Dhasarathan  
Head  
Department of Biotechnology  
Prathyusha Engineering College

To  
The Principal  
PEC

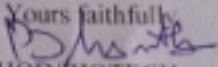
Sir,

**Sub. : Submission of minutes of Department Academic Advisory Committee minutes and  
PSO for approval – reg.**

The Department of Biotechnology has conducted the Academic Advisory Committee Meeting on 16th September 2018 at 10.00 am. Based on the member input and other analysis report input for strengthening of PO and its attainment was discussed in detail. In this regard, the following documents are enclosed for your perusal and approval.

1. Minutes of Academic Advisory Committee Meeting

Thanking you,

Yours faithfully  
  
HOD/BIOTECH

Dr.P.DHASARATHAN M.Sc., M.Ed., Ph.D.,  
Head, Department of Biotechnology  
Prathyusha Engineering College  
Tiruvallur-602025, Tamilnadu, INDIA

**PRATHYUSHA ENGINEERING COLLEGE**  
**DEPARTMENT OF BIOTECHNOLOGY**  
**INVITATION LETTER TO ATTEND THE ACADEMIC ADVISORY COMMITTEE**  
**MEETING**

**DATE: 10.09.2018**

From

Dr.P.Dhasarathan,  
The Head of the Department,  
Department of biotechnology  
Prathyusha Engineering College,  
Thiruvallur- 602025.

To

Dr.S.Narender Sivaswamy,  
Director-Technical,  
**SYNKROMAX BIOTECH PVT LTD**  
SIDCO Multi-Storey Complex, SIDCO Industrial Estate  
Thirumazhisai, Chennai 600 124, India.

Respected Sir/Madam,

**Sub: Invitation to attend the Academic Advisory Committee Meeting- Reg.**

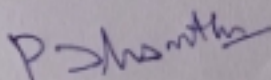
Greetings from Prathyusha Engineering College.

We would like to thank your goodself for accepting our request as a member of the above mentioned Committee. The Department has proposed to conduct the AAC meeting on 16.09.2018 to discuss about the curriculum enrichment at Prathyusha Engineering College from 10.00 am onwards.

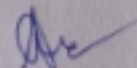
Looking forward to your kind consent in this regard after which the necessary logistics would be shared as per your convenience.

Thanking You.

Regards

  
**Head of the Department**

Accepted/Declined/Remarks

  
**Signature with Name of the Member**

Dr. S. Narender Sivaswamy

PRATHYUSHA ENGINEERING COLLEGE

DEPARTMENT OF BIOTECHNOLOGY

INVITATION LETTER TO ATTEND THE ACADEMIC ADVISORY COMMITTEE  
MEETING

DATE: 10.09.2018

From

Dr.P.Dhasarathan,  
The Head of the Department,  
Department of biotechnology  
Prathyusha Engineering College,  
Thiruvallur- 602025

To

Mr.V.Subramanian,  
Director,  
Synkromax Biotech Pvt Ltd,  
SIDCO multi-storeyed complex,  
Thirumazhisai,  
Chennai-600124.

Respected Sir/Madam,

**Sub: Invitation to attend the Academic Advisory Committee Meeting- Reg.**

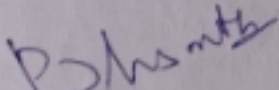
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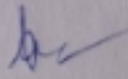
Looking forward to your kind consent in this regard after which the necessary logistics would be shared as per your convenience.

Thanking You.

Regards

  
Head of the Department

Accepted/Declined/Remarks

  
Signature with Name of the Member

Mr. V. Subramanian

PRATHYUSHA ENGINEERING COLLEGE

DEPARTMENT OF BIOTECHNOLOGY

INVITATION LETTER TO ATTEND THE ACADEMIC ADVISORY COMMITTEE  
MEETING

DATE: 10.09.2018

From

Dr.P.Dhasarathan,  
The Head of the Department,  
Department of biotechnology  
Prathyusha Engineering College,  
Thiruvallur- 602025

To

Dr. K. VALIVITTAN,  
Professor and Head,  
Department of Biotechnology,  
St. Peter's University,  
Chennai- 600054.

Respected Sir/Madam,

**Sub: Invitation to attend the Academic Advisory Committee Meeting- Reg.**

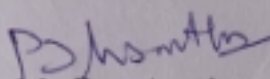
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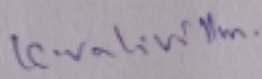
Looking forward to your kind consent in this regard after which the necessary logistics would be shared as per your convenience.

Thanking You.

Regards

  
Head of the Department

Accepted/Declined/Remarks

  
Signature with Name of the Member

(DR. K. VALIVITTAN)

**PRATHYUSHA ENGINEERING COLLEGE**  
**DEPARTMENT OF BIOTECHNOLOGY**  
**INVITATION LETTER TO ATTEND THE ACADEMIC ADVISORY COMMITTEE**  
**MEETING**

**DATE: 10.09.2018**

From

Dr.P.Dhasarathan,  
The Head of the Department,  
Department of biotechnology  
Prathyusha Engineering College,  
Thiruvallur- 602025

To

Dr.krishnarao Eswar ,  
Research Associate,  
IISC , Bangalore.

Respected Sir/Madam,

**Sub: Invitation to attend the Academic Advisory Committee Meeting- Reg.**

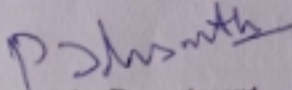
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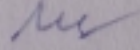
Looking forward to your kind consent in this regard after which the necessary logistics would be shared as per your convenience.

Thanking You.

Regards

  
**Head of the Department**

**Accepted/Declined/Remarks**

  
**Signature with Name of the Member**  
(Dr. Krishnarao Eswar)



ESTD. 2005

**PRATHYUSHA ENGINEERING COLLEGE**  
**DEPARTMENT OF BIOTECHNOLOGY**  
**MINUTES OF THE DEPARTMENT ADVISORY BOARD MEETING.**

PEC/ET/DAAC/2018-19

Venue: BY Dept.

Date: 16.09.2018

Time: 10.00 am

Agenda of the Meeting

1. Analysis of PO & PSO Assesses of Initiatives for Assessment of student skills.

Reference Documents

1. PO's & PSO's Assessment Analysis Report
2. Academic Performance of Assessment batch
3. Other relevant documents

Minutes of Meeting

1. The meeting started with a warm welcome to the members of Academic Advisory Board and expressed gratitude towards all the member present for the meeting.
2. The discussion revolved all the advisory board members and the invited guests to introduce themselves.
3. The roles of each member in board were discussed in details. Added to this, emphasized the support needed from the members towards the department in terms of student quality and growth of department.
4. The meeting further went on with a presentation by Dr. P. Desai, HOD, BIOTECH Department, elaborating upon previous academic year, placement statistics and other department achievements. Further he accentuated the PO attainment of 2014-2018 batch and its evaluation procedure.
5. Added to that he explained in detail the agenda of the meeting and lay emphasis on skilfuling the curriculum gap in statement of AI.
6. Review of PO was carried out based on the evaluation and to analyze done for 2017-18 batch. It was concluded that PO-7 and PO-8 must be strengthened and suggestions to improve was put forth.
7. The Advisory Board Members suggested that students must have skills to identify and formulate problems that help in bringing up solution to various engineering problems.

8. Thus to develop this sort of skills additional courses, certifications can be imparted to students. Certifications such as NPTEL and specific domain related add on courses can be given as training.
9. In addition to this board members suggested that project contest can be conducted including other college students also so that students will be able to understand the competition around them
10. Grounded on the events enumerated by the Head of the Department in previous Academic Year, the members suggested that student's interaction to outside world should be interaction with the society.
11. In addition to all this the biotechnology students have to trained in bioinformatics area to solve the problems easily. They must be familiar with all the sequence analysis ,phylogenetic analysis and genome data analysis for performing the biological process easily.

*P. Dhasarathan*  
HOD, BIOTECH

Copy To:

1. Principal
2. To be filed in PEO/CO/PO assessment files

Dr.P.DHASARATHAN B.Sc, M.Tech, Ph  
Head, Department of Biotechnology  
Prathyasa Engineering College  
Tiruvallur-602025, Tamilnadu, IND

**DEPARTMENT ACADEMIC ADVISORY COMMITTEE MEMBERS**

Name of the member	Role	Designation and profession	Signature
Dr.P.Dhasarathan	Chairperson	Professor/HOD	<i>P. Dhasarathan</i>
Dr.A.J.Ranjith sikh	Senior Professor	Professor	<i>A.J.Ranjith</i>
Dr. S. NarandraSivasamy	Industry Mentor	Director(Technical) SynkromaxPvt Ltd	<i>S. NarandraSivasamy</i>
Mr.V.Subramanian	Industry Mentor	Director,SynkromaxPvt Ltd	<i>V. Subramanian</i>
Dr.K. Vallivittan	Academician Mentor	Professor/Department of biotech,St Peters university	<i>K. Vallivittan</i>
Dr.krishnaraoEswar	Alumni Representative	Research Associate,IISC, Banglore	<i>K. KrishnaraoEswar</i>
Mr.k.cholapandian	IQAC	Associate professor	<i>K. Cholapandian</i>
Dr.M.Thenmozhi	Senior faculty	Associate professor	<i>M. Thenmozhi</i>
Dr.A.Praveena	Senior faculty	Associate professor	<i>A. Praveena</i>
Mrs. Joyce Hellensathya	faculty	Assistant professor	<i>Joyce Hellensathya</i>