



PRATHYUSHA ENGINEERING COLLEGE
INTERNAL QUALITY ASSURANCE CELL (2016-17)

MINUTES OF THE MEETING DATED 22-06-2016 [ODD SEMESTER]

AGENDA

- 1. Teaching Academic Performance Audit**
- 2. Complete audit**
- 3. NBA Accreditation Process**
- 4. NIRF application Submission**
- 5. AICTE & AU data Submission**
- 6. Planning of Academic Events**
- 7. Stakeholder Feedback Collection and Analysis**
- 8. Mentoring Meeting and Activities**
- 9. AQAR preparation and Submission**

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:

It was proposed to conduct internal quality audits under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NBA Accreditation Process

The NBA process of accreditation for the departments of ECE, CSE, EEE, IT and BIO-TECH will initiate and implementation of review of internal and external audits. The NBA documents will be submitted to NBA.

4. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

5. AISHE data:

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

6. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

7. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

8. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

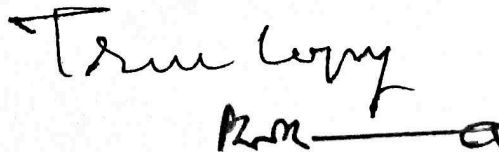
9. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


True Copy

Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.

Principal

Prathyusha Engineering College

Poonamallee to Thiruvallur High Road

Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2016-17)

MINUTES OF THE MEETING DATED 23-01-2017 [EVEN SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NBA Accreditation Process
4. NIRF application Submission
5. Planning of Academic Events
6. Stakeholder Feedback Collection and Analysis
7. Mentoring Meeting and Activities
8. AQAR preparation and Submission
9. AICTE & Anna University Approval process

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.
 1. **Teaching Academic Performance Audit:**

All previous audit analysis, performance were discussed and initiated to improve for further audit process activities.

It was proposed to conduct internal quality audits for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.
 2. **Complete audit**

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.
 3. **NBA Accreditation Process**

The NBA process of accreditation for the departments of ECE, CSE, EEE, IT and BIO-TECH will initiated and reviewed first internal audits and suggestion given for improvement in all the area of the accreditation process and documents will be submitted to NBA.
 4. **NIRF preparation and submission**

The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.

5. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

6. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

7. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

8. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

9. AICTE & Anna University Approval process

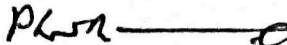
The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON

True copy



Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai - 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2017-18)

MINUTES OF THE MEETING DATED 12-06-2017 [ODD SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NBA Accreditation Process
4. NIRF application Submission
5. AICTE & AU data Submission
6. Planning of Academic Events
7. Stakeholder Feedback Collection and Analysis
8. Mentoring Meeting and Activities
9. AQAR preparation and Submission

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:

It was improved audit formats and audit procedure as per the quality assurance are implemented and conduct internal quality audits under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NBA Accreditation Process

The NBA process of accreditation for the departments of ECE, CSE, EEE, IT and BIO-TECH successfully completed all the internal and external audits . The NBA documents successfully submitted to NBA office through NBA Portal.

4. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

5. AISHE data:

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

6. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

7. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

8. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

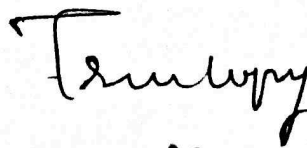
9. AQAR preparation and Submission

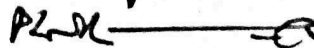
The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON





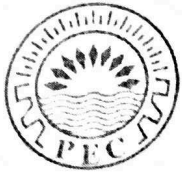
Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.

Principal

Prathyusha Engineering College

Poonamallee to Thiruvallur High Road

Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2017-18)

MINUTES OF THE MEETING DATED 22-01-2018 [EVEN SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NBA Accreditation Status
4. NIRF application Submission
5. Planning of Academic Events
6. Stakeholder Feedback Collection and Analysis
7. Mentoring Meeting and Activities
8. AQAR preparation and Submission
9. AICTE & Anna University Approval process
10. PMKVY Implementation

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.
 1. **Teaching Academic Performance Audit:**

All previous audit analysis, performance were discussed and initiated to improve for further audit process activities.

The conduct of internal quality audits for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.
 2. **Complete audit**

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.
 3. **NBA Accreditation**

The NBA Visit team successfully conducted NBA audit and awarded NBA Accreditation for 3 years for ECE, EEE, CSE, IT and BIOTECH departments.
 4. **NIRF preparation and submission**

The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.

5. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

6. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

7. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

8. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

9. AICTE & Anna University Approval process

The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval.

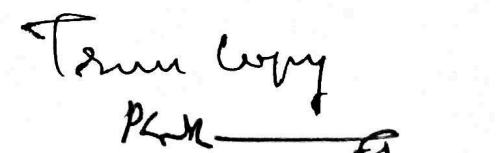
10 PMKVY Implementation

The proposal for implementing PMKVY submitted to Management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2017-18)

MINUTES OF THE MEETING DATED 18-06-2018 [ODD SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NBA Accreditation Process
4. NIRF application Submission
5. AISHE data:
6. Planning of Academic Events
7. Stakeholder Feedback Collection and Analysis
8. Mentoring Meeting and Activities
9. AQAR preparation and Submission
10. Autonomous Status Application Initiation

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:

It was improved audit formats and audit procedure as per the quality assurance are implemented and conduct internal quality audits under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NBA Accreditation Process

The NBA process of accreditation for the departments of ECE, CSE, EEE, IT and BIO-TECH successfully completed all the internal and external audits . The NBA documents successfully submitted to NBA office through NBA Portal.

4. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

5. AISHE data:

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

6. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

7. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

8. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

9. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

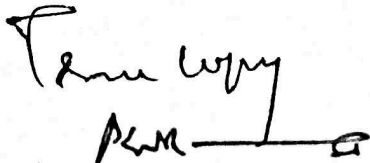
10. Autonomous Status Application Initiation

The details required for the submission of data to Anna University for Autonomous status and related documents were presented to the members and management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai - 602 025



PRATHYUSHA ENGINEERING COLLEGE
INTERNAL QUALITY ASSURANCE CELL (2018-19)

MINUTES OF THE MEETING DATED 21-01-2019 [EVEN SEMESTER]

AGENDA

- 1. Teaching Academic Performance Audit**
- 2. Complete audit**
- 3. NIRF application Submission**
- 4. Planning of Academic Events**
- 5. Stakeholder Feedback Collection and Analysis**
- 6. Mentoring Meeting and Activities**
- 7. AQAR preparation and Submission**
- 8. AICTE & Anna University Approval process**
- 9. PMKVY Implementation**
- 10. ARIAA Submission**

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.
- 1. Teaching Academic Performance Audit:**
All previous audit analysis, performances were discussed and initiated to improve for further audit process activities.
The conduct of internal quality audits for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.
- 2. Complete audit**
The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.
- 3. NIRF preparation and submission**
The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.
- 4. Planning of the academic events**
The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

5. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

6. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

7. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

8. AICTE & Anna University Approval process

The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval.

10 PMKVY Implementation

The proposal for cycle-2 Application for implementing PMKVY submitted to Management for approval.

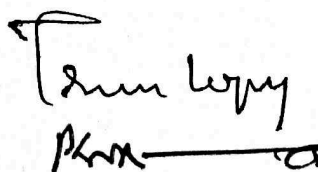
11. ARIAA Submission

The details required for the submission of data to ARIIA were presented to the management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2019-20)

MINUTES OF THE MEETING DATED 26-06-2019 [ODD SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NBA Re-Accreditation Process
4. NIRF application Submission
5. AISHE data:
6. Planning of Academic Events
7. Stakeholder Feedback Collection and Analysis
8. Mentoring Meeting and Activities
9. AQAR preparation and Submission

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:

It was improved audit formats and audit procedure as per the quality assurance are implemented and conduct internal quality audits under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NBA Re- Accreditation Process

The NBA process of Re-accreditation for the departments of ECE, CSE, EEE, IT and BIO-TECH Initiated successfully. The Guidelines for preparing documents related to all the criteria were given to all department.

4. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

5. AISHE data:

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

6. Planning of the academic events

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

7. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

8. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

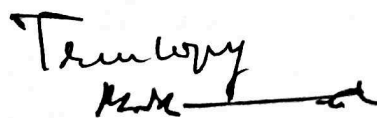
9. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2019-20)

MINUTES OF THE MEETING DATED 28-01-2020 [EVEN SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NIRF application Submission
4. Planning of Academic Events
5. Stakeholder Feedback Collection and Analysis
6. Mentoring Meeting and Activities
7. AQAR preparation and Submission
8. AICTE & Anna University Approval process
9. PMKVY Implementation
10. ARIAA Submission

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.
 1. **Teaching Academic Performance Audit:**

All previous audit analysis, performances were discussed and initiated to improve for further audit process activities.

The conduct of internal quality audits for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.
 2. **Complete audit**

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.
 3. **NIRF preparation and submission**

The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.
 4. **Planning of the academic events**

The academic activities for conducting workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

5. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

6. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented and monitoring activities will be initiated.

7. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

8. AICTE & Anna University Approval process & Introduction of New courses [IT – UG & BIOTECH – PG]

The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval. Introduction New courses [IT – UG & BIOTECH – PG] have been initiated.

9. PMKVY Implementation

The proposal for cycle-3 Application for implementing PMKVY submitted to Management for approval.

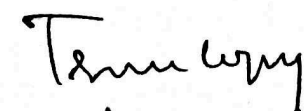
10. ARIAA Submission

The details required for the submission of data to ARIIA were presented to the management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P. N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE
INTERNAL QUALITY ASSURANCE CELL (2020-201)

MINUTES OF THE MEETING DATED 25-08-2020 [ODD SEMESTER]

AGENDA

- 1. Teaching Academic Performance Audit**
- 2. Complete audit**
- 3. NIRF application Submission**
- 4. NAAC Re-Accreditation process**
- 5. AISHE data:**
- 6. Planning of Academic Events**
- 7. Stakeholder Feedback Collection and Analysis**
- 8. Mentoring Meeting and Activities**
- 9. AQAR preparation and Submission**
- 10. ARIAA Submission**

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

1. Teaching Academic Performance Audit:

Conducted internal quality audits through online [Due to Covid'19] under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

2. Complete audit

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

3. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

4. NAAC Re-Accreditation process

NAAC Re-Accreditation process initiated, NAAC Guidelines, Data formats and formulas related all the criteria were shared among all the department, coordinators, sub-coordinator and Management. The schedule of the NAAC document internal audit scheduled and communicated to Management.

5. AISHE data:

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

6. Planning of the academic events

The academic activities for conducting through Online workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

7. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected through online from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

8. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented through online mode and monitoring activities will be initiated.

9. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

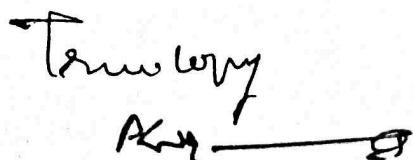
10. ARIAA Submission

The details required for the submission of data to ARIIA were presented to the management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator


IQAC COORDINATOR


CHAIRPERSON


Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025



PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2020-21)

MINUTES OF THE MEETING DATED 21-01-2021 [EVEN SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NIRF application Submission
4. NAAC Re-Accreditation Submission
5. Planning of Academic Events
6. Stakeholder Feedback Collection and Analysis
7. Mentoring Meeting and Activities
8. AQAR preparation and Submission
9. AICTE & Anna University Approval process & Introduction of New courses

The Chairperson welcomed all the members and the following points were discussed,

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.
 1. **Teaching Academic Performance Audit:**
All previous audit analysis, performances were discussed and initiated to improve for further audit process activities.
The conduct of internal quality audits through online mode for current semester under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.
 2. **Complete audit**
The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.
 3. **NIRF preparation and submission**
The micro analysis done for all the area of the NIRF and calculated metric value of each parameter and submitted area of improvement details to management for approval.
 4. **NAAC Re-Accreditation process**
NAAC IIQA Application submitted and clarified DVV queries raised by the NAAC office, Bangalore. NAAC SSR documents internal audits are completed , schedule of External Audit shared among all the department and coordinators.

5. Planning of the academic events

The academic activities for conducting through online mode for workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

6. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected through online mode for previous semester from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

7. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented through online mode and monitoring activities will be initiated.

8. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

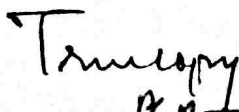
9. AICTE & Anna University Approval process & Introduction of New courses [Artificial Intelligence & Mechatronics – UG]

The successful submission of AICTE & Anna University approval application were initiated. The requirement of faculties, equipments and other requirements calculated as per norms and discussed with members. The details of the information submitted to management for approval. Introduction New courses [IT – UG & BIOTECH – PG] have been initiated.

The meeting culminated with the vote of thanks by the IQAC coordinator



IQAC COORDINATOR


CHAIRPERSON
Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025