



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.

NAAC Accredited, ISO 9001: 2015 Re-certified, 2(f) Status of UGC

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: www.iecw.edu.in

Email ID: idhaya@iecw.edu.in



Ref: IECW/IQAC/MEET/CIR/2023

Date: 13.10.2023

CIRCULAR

The Twelfth meeting of IQAC is scheduled on 16.10.2023 at 11:00 a.m in IQAC Conference hall, St. Mary's Block. All the members are invited to attend the meeting to discuss the following agenda.

Meeting Agenda:

Review of previous meeting minutes

12.1.1 Course File Preparation and Submission

12.1.2 Enhancing Experiential Learning

12.2.1 Special Programmes for Advanced Learners and Slow Learners

12.3.1 Faculty Development Activities

12.3.2 Collaborative Activities for Research and Internship

12.3.3 Extension and Outreach Programmes

12.5.1 Sports and cultural events / competitions

12.5.2 Conducting Placement Drives

12.6.1 Organizing Professional Development Programme


PRINCIPAL 13/10/23

Copy to

1. Secretary for her kind information.
2. All the members of IQAC.
3. File.

Dr. Sr. A. JENITTA, M.E., Ph.D., M.ISTE
PRINCIPAL
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CHINNASALEM-606 201, KALLAKURICHI DT.



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Ref: IECW/IQAC/MoM-12/2023

Date: 20/10/2023

Minutes of the 12th meeting of the IQAC held on 16-10-2023 at 11a.m in IQAC Conference Hall, St. Mary's Block, IECW.

The meeting began with a prayer. Dr.Sr.A.Jenitta, Principal/Chairman of IQAC presided over the meeting. And she welcomed all the members of IQAC.

Members Present: All the members of IQAC except the following members who were granted leave of absence.

1. Ms. M. Sudharshana
2. Mr. Mogal Amjad Baig
3. Rtn. A. Rajendhiran

ACTION TAKEN REPORT

Er. A. Joseph Selvakumar, HoD/IT, the IQAC Co-ordinator reviewed and explained the action taken report of the previous IQAC meeting held on 17-03-2023:

| Ref. No | Points Discussed | Action taken |
|---------|--|---|
| 11.1.1 | Course Planning and Delivery | Completed. |
| 11.1.2 | Enrolment of NPTEL courses | Two of our students Ms. V. Monisha from III-CSE & Ms. P. Mariya Nithya from II-CSE was successfully completed the NPTEL course. |
| 11.2.1 | Introduction of new question paper template for internal exams | New question paper template was introduced. |
| 11.2.2 | Student Enrolment (AY 2023-24) | Student Enrolment process was completed for the Academic year 2023-24 with good number of admissions compared to previous years. |
| 11.3.1 | Innovation Ecosystem | Good number of workshops and seminars on Research Methodology and Intellectual Property Rights (IPR) was conducted. |
| 11.3.2 | Industrial Visit | The Industrial visit was carried out at Ramco wind farms Ltd, Udumalaipet, on 07.10.2023 for all the departments (CSE/EEE/ECE/IT) of III year students. |
| 11.4.1 | Drilling new bore well | A new bore well was drilled in our college premises. |
| 11.5.1 | Sports Activities | Our students participated in Tamilnadu Chief Minister Sports Tournament held on 24.06.2023 and secured a good place and won |



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| | | |
|--------|--------------------------------------|--|
| | | a trophy in various sports activities. Our college Badminton team won 3 rd place in Anna University Zone 5 Women Badminton Tournament held on 14.10.2023. |
| 11.5.2 | Conducting Placement Drives | Good number of Soft Skills, Aptitude Skills and Pre-placement Training Programme was conducted by Training and Placement cell. A placement drive was conducted for our final year students on 12.05.2023. |
| 11.6.1 | NAAC AQAR Preparation and Submission | NAAC AQAR for the Academic year 2022-23 Submitted on 30.04.2023. |
| 11.6.2 | Performance Appraisal | The revised faculty appraisal form was circulated among faculty members. |

Er. A. Joseph Selvakumar, HoD/IT, the IQAC Co-ordinator, introduced the agenda of the day for discussion and resolving.

12.1.1 Course File Preparation and Submission

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|--|------------------|---------------|
| It was decided to submit the course file and AA record of last even semester subjects to the concern department HoD. | Department Heads | November 2023 |

12.1.2 Enhancing Experiential Learning

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|---|------------------|------------|
| To enhance the experiential learning, in-house project work will be continued. Student's representative requested the council to arrange Industrial visits regularly. | Department Heads | April 2024 |

12.2.1 Special Programmes for Advanced Learners and Slow Learners

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|---|------------------|----------|
| Special programmes will be conducted on cutting-edge technologies for advanced learners, and special coaching classes, peer group study and rectification tests will be conducted for the benefit of slow learners. | Department Heads | May 2024 |

12.3.1 Faculty Development Activities

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|------------------------------|----------------|----------|
|------------------------------|----------------|----------|



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The chairperson instructed all the faculty members must attend atleast one 7 days Faculty Development Program in a year and should publish research article in UGC approved Journals.

R&D Director

March
2024

12.3.2 Collaborative Activities for Research and Internship

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|---|-----------------|---------------|
| To facilitate the student's internships, the institution has registered on AICTE's virtual internship opportunity scheme by signing MOUs. And to increase research and development activities, it was decided to sign MoUs with other institutions and share resources with them with mutual benefit. | ITEIC Committee | March 2024 |

12.3.3 Extension and Outreach Programmes

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|--|------------------------------------|---------------|
| It was decided to conduct both technical and non-technical events for Extension and Outreach programmes, so that the ITEIC committee would organize technical events and the NSS team would organize non-technical events. | ITEIC Committee and Service Bodies | April 2024 |

12.5.1 Sports and cultural events / competitions

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|--|---|---------------|
| It was decided to hold Tech Fest, a talent show, and sports competitions by dividing the entire college student body into four groups. And the winners' prizes will be awarded at the college day celebration. In addition, Flyers Day will be celebrated by the Student Support and Administration Committee. | Women Empowerment Cell, IIC, NSO Committee and SSA Committee. | April 2024 |

12.5.2 Conducting Placement Drives

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|---|------------------|---------------|
| To enhance the placement record of the institution, it was decided to conduct placement drives for all streams. | T&P cell members | April 2024 |



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12.6.1 Organizing Professional Development Programme

| Conclusion Drawn/Action Plan | Responsibility | Timeline |
|--|---------------------------------|----------|
| To enhance the competency of the faculty members, it was decided to organize professional development programmes department-wise. In addition, faculty members were asked to attend such programmes hosted by other institutions in collaboration with our institutions. | Department Heads & HR in-charge | May 2024 |

The meeting came to an end with a prayer.

20/10/23

IQAC Co-ordinator

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**IDHAYA ENGINEERING COLLEGE FOR WOMEN
CHINNASALEM-606 201, KALLAKURICHI DT.**

20/10/23

IQAC Chairman

**Dr.Sr.A.JENITTA,M.E.,Ph.D.,M.ISTE
PRINCIPAL**

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Ref: IECW/IQAC/Meeting/Attd./2023

Date: 16/10/2023

12th Meeting of Internal Quality Assurance Cell

ATTENDANCE DETAILS

Date/Time: 16.10.2023/11.00 a.m

Academic Year: 2023-24

Venue: Conference Hall, St. Mary's Block

Semester: Odd

| S.No. | Name of the Participants | Designation | Role of IQAC | Signature |
|-------|---------------------------|--|---------------------------------------|-----------|
| 1. | Dr. Sr. A. Jenitta | Principal | IQAC Chairman | |
| 2. | Mr. A. Joseph Selva Kumar | ASP & Head / IT, Director - CTLD | IQAC Co-ordinator | |
| 3. | Mrs. K. Gandhimathi | Vice Principal, ISO - MR | Governance, Leadership and Management | |
| 4. | Sr. I. Maria Anand Milani | AP/IT, Administrator, IT Support | Infrastructure and Learning Resources | |
| 5. | Mr. S. Jayaprakash | ASP & Head / CSE, NBA Co-ordinator, Director - ITEIC | Teaching - Learning and Evaluation | |
| 6. | Mrs. P. Poovizhi | ASP & Head / ECE, Student Support & Administration | Student Support and Progression | |
| 7. | Mr. V. Karthikeyan | AP & Head / EEE, Convenor - IIC | Curricular Aspects | |
| 8. | Dr. S. Jayasundar | Prof. & PG Head / CSE, Director - R&D | Research, Innovations and Extension | |
| 9. | Sr. J. Catherina Mary | AP / ECE, TPO | Institutional Values & Best Practices | |
| 10. | Rtn. A. Rajendhiran | Rotarian, Rotary Club, Chinnaalem. | Nominee from Local Society | AB |



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| | | | | |
|-----|----------------------|--|-----------------------------------|------------------|
| 11. | Ms. R.Madhumitha | III year / EEE | Members – Student Representatives | R. Madhumitha |
| 12. | Ms.G.Amala Merlin | III year / IT | | Destiny G |
| 13. | Ms.S.Shanmathi | IV year / CSE | | S. Shanmathi |
| 14. | Ms.A.Lourdu Priya | IV year / ECE | | A. Lourdu Priya |
| 15. | M. Sudharshana | Associate Product Specialist, CTS Chennai. | Member - Alumni | AB |
| 16. | Mr. Mogal Amjad Baig | Managing Director, Right Renewable Tech., Chennai. | Member - Employer | AB |
| 17. | Mrs. P. Vimala Devi | HR Manager, Caliber Embedded Technologies, Coimbatore. | Member - Industrialist | P. Vimala Devi |
| 18. | Mr. B. Venkatesan | Parent Virudhachalam | Member– Parent Representative | B. Venkatesan |
| 19. | Mr. S. Silambarasan | AP / EEE | Member Secretary | S. Silambarasan |
| 20. | Mr. T .Sundaramurthy | Librarian, Infrastructure & Legal Approvals | Additional Members | T. Sundaramurthy |
| 21. | Mrs. P. Dhanalakshmi | Lab Instructor / CSE | | P. Dhanalakshmi |


16/10/2023

IQAC Co-ordinator

IQAC CO-ORDINATOR

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16/10/23

IQAC Chairman

Dr.Sr.A.JENITTA, M.E., Ph.D., M. IST
PRINCIPAL

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