



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/2024

Date: 05.04.2024

CIRCULAR

The Thirteenth meeting of IQAC is scheduled on 08.04.2024 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

13.1.1 Conducting Addon Courses

13.1.2 Feedback System

13.2.1 Student Enrolment (AY 2024-25)

13.3.1 Patent awarded

13.5.1 Sports Activities

13.6.1 NAAC AQAR Preparation and Submission

13.6.2 Performance Appraisal


PRINCIPAL 5/4/24

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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Ref: IECW/IQAC/MoM-13/2024

Date: 12/04/2024

**Minutes of the 13th meeting of the IQAC held on 08-04-2024 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. Rtn. A. Rajendhiran
3. Mrs. P. Vimala Devi

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 16-10-2023.

Ref. No	Points Discussed	Action taken
12.1.1	Course File Preparation and Submission	The course file was prepared by concern faculty in-charges and submitted to HoDs.
12.1.2	Enhancing Experiential Learning	The Industrial visit & Tour was carried out for second year students on 27.03.2024. The Industrial visit & Tour was carried out for 45 final year students at Central Marine Fisheries Research Institute, kochi, Kerala from 02.04.2024 to 04.04.2024.
12.2.1	Special Programmes for Advanced Learners and Slow Learners	The work carried out by concern Department Heads.
12.3.1	Faculty Development Activities	Faculty Training Programme on Embedded Software Programming Language: C, Python & Java was conducted by Department of CSE on 17 & 18 November, 2023. FDP on Gearing up for Outcome based Education was conducted by IQAC on 29 th December, 2023. FDP on Campus to Corporate was conducted by Fund Raising committee on 13 th February, 2024.
12.3.2	Collaborative Activities for Research and Internship	MOU was signed with DADB –German Academic of Digital Education for academic activities Collaboration on 17 th November, 2023.



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		MOU was signed with “Yellow Matics IT and Skill Development Solutions” for Training and Placement Collaborative Partnership on 22 nd November, 2023.
12.3.3	Extension and Outreach Programmes	National Level Technical Symposium ZESTTECH'23 followed by Workshop and Idea Sharing was conducted by IQAC and ITEIC committee respectively on 4 th November, 2023. Orientation programme on Education Loan Mela was conducted by CDC on 17 th November, 2023. Exposure Visit for school Students- Orientation programme on Higher Studies was conducted by SSA, NSS team on 04 th December, 2023. Hands on Training on DRONE Technology were conducted by ITEIC on 02 nd April, 2024. A good number of non-technical Outreach Extension Programmes was conducted by NSS team, IPC and WEC.
12.5.1	Sports and cultural events / competitions	Speech Competition on Kalaignar Nootrandu Vizha was conducted on 29 th November, 2023. Riddles and Tongue Twister Contest was conducted on 01 st December, 2023. Club Activities – Arts from E - Waste , Singing Contest, Dance Contest, Poster Design Contest was conducted on 23 rd March, 2024. Various sports competitions were conducted by NSO Committee.
12.5.2	Conducting Placement Drives	An OFF CAMPUS drive was held at St. Joseph Cuddalore on 17.02.2024. A Virtual Placement Drive - Neolync was held on 19.02.2024. A On campus Placement Drive – IZEONE INNOVATIVE was held on 22.02.2024 A On campus Placement Drive – Consonant.one was held on 02.03.2024.
12.6.1	Organizing Professional Development Programme	A one week FDP on Innovative Method of Teaching organized by Department of CSE from 22 nd April , 2024 to 27 th April, 2024.

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

13.1.1 Conducting Addon Courses

Conclusion Drawn/Action Plan	Responsibility	Timeline
It was decided to conduct on-site addon courses on advanced technical subjects, not given in the curriculum to all higher semester students for the upcoming academic	All HoDs	November 2024



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year.

13.1.2 Feedback System

Conclusion Drawn/Action Plan	Responsibility	Timeline
It was decided to develop ERP software for collecting feedbacks from the students, alumni, faculty, and employers and the responses have to be consolidated and analysed.	IQAC Co-ordinator	August 2024

13.2.1 Student Enrolment (AY 2024-25)

Conclusion Drawn/Action Plan	Responsibility	Timeline
It was decided to improve the admissions for the upcoming academic year compared to the previous year. It was also suggested skill based learning need to be included to improve the admission.	T&P cell faculty In-charges	September 2024

13.3.1 Patent awarded

Conclusion Drawn/ Action Plan	Responsibility	Timeline
IQAC chairman insisted to file more patents with the interdisciplinary collaboration of other institutions.	R&D Center	December 2024

13.5.1 Sports Activities

Conclusion Drawn/Action Plan	Responsibility	Timeline
The Chairman of IQAC instructed the physical director to give good coaching and to make our college to win many awards in the upcoming Anna University zonal level tournament.	NSO Committee	December 2024

13.6.1 NAAC AQAR Preparation and Submission

Conclusion Drawn/Action Plan	Responsibility	Timeline
It was decided to prepare the documents as per the format of AQAR for the academic year 2023-24.	IQAC and All criterion heads	July 2024



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13.6.2 Performance Appraisal

Conclusion Drawn/ Action Plan	Responsibility	Timeline
Performance Appraisal for both Teaching and Administrative staff has to be done before starting the next academic year.	HR Services In-charge	July 2024

The meeting came to an end with a prayer.

12/4/24

IQAC Co-ordinator

IQAC CO-ORDINATOR

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

12/4/24

IQAC Chairman

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

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Ref: IECW/IQAC/Meeting/Attd./2024

Date: 08/04/2024

13th Meeting of Internal Quality Assurance Cell

ATTENDANCE DETAILS

Date/Time: 08.04.2024/11.00 a.m

Academic Year: 2023-24

Venue: Conference Hall, St. Mary's Block

Semester: Even

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, Chinnasalem.	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		Merlin 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	Mogal Amjad
17.	Mrs. P. Vimala Devi	HR Manager, Caliber Embedded Technologies, Coimbatore.	Member - Industrialist	AB
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


8/4/24

IQAC Co-ordinator

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8/4/24

IQAC Chairman

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