



INTERNAL QUALITY ASSURANCE CELL (IQAC)
Government College of Engineering, Salem – 636 011
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Ph: 0427-2346102/57, E-mail: iqacgces@gmail.com, gcesalem.edu@gmail.com

Circular


Date: 09.11.2023

Ref No: GCE Salem/IQAC/2023/meeting/Nov

This is to inform that meeting for IQAC team has been scheduled on 10.11.2023 at **12.00 noon** in IQAC Chamber. All IQAC members are requested to attend the meeting.

Agenda:

- Action follow-up of previous meeting held on 07.11.2023
- Completion status of CO-PO meeting



IQAC Chairman



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Minutes of meeting

Venue: IQAC Conference Hall

Date: 10/11/2023

The IQAC meeting was held on 10/11/2023 at 12.00 pm at IQAC Conference Hall.

Agenda:

- Action follow-up of previous meeting held on 07.11.2023
- Completion Status of CO-PO mapping and feedback for AY 2022-23

The following members were present in the meeting.

IQAC Members:

SI.No	Name of the Faculty	Chairman/Members
1.	Dr. R. Vijayan, Principal	Chairman
2.	Dr. S. Sivalakshmi, Associate Professor / Mechanical	IQAC - Coordinator
3.	Prof. P. Deepthi, Assistant Professor/ ECE	Co-coordinator
4.	Dr. P. Anitha, Assistant Professor/ Chemistry	Member
5.	Dr. P. Tharani, Assistant Professor/ CSE	Member
6.	Dr. D. Amali, Assistant Professor/ Civil	Member
7.	Dr. S. Dhanalakshmi, Assistant Professor/ Metallurgy	Member
8.	Prof. K. Uma, Assistant Professor/ Mechanical	Member
9.	Dr. I. Kalpana, Assistant Professor/ ECE	Member
10.	Dr. A. Ramachandran, Assistant Professor/ Chemistry	Member
11.	Dr. P. Marudhupandi, Associate Professor / EEE	Member
12.	Mr. R. Murugan, PA to Principal	Member (Administration)

Department Coordinators for Preparation of AQAR

1. Prof.K.Manimala, AP/CSE
2. Prof.K.Jayanthi, AP/ECE
3. Dr.T.R.Sumitra, AP/EEE
4. Dr.N.K.Vivekanandhan, AP/English

The following members were absent.

Internal Members

1. Dr.D.Lavanya, AP/Mechanical
2. Prof.R.Vinothbabu, AP/ Metallurgy
3. Prof.M.Raffikbasha, AP/ Civil



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AQAR 2022-2023 Preparation Follow up Meeting:

Discussion Regarding feedback analysis:

- Online Feedbacks and feedback analysis are prepared for the academic year 2022 – 2023, consolidation has to be submitted within Saturday.
- For Faculty, Employer, Alumni and Parent Feedback analysis for the academic year 2022 – 2023 has been completed and uploaded in college website.
- Google form for online PO and PSO exit survey form for AY 2022-2023 is circulated for completion which has to be completed by 18th November 2023.

Discussion Regarding CO-PO mapping:

- CO PO mapping is almost completed for the academic year 2022 – 2023 in the department of CSE and ECE.
- CO-PO mapping are mostly incomplete in EEE, Metallurgy, Mechanical and Civil Departments.
- CO-PO mapping consolidation along with action taken has to be submitted by Department Coordinators.
- Deadline for the completion is fixed at 18th Nov 2023.

Other Discussions:

- All the data collected has to be properly named as pdf files and should be submitted in a common system through pen drive by 18th November 2023.
- File name should be in the below given format,

<Department>_CP-PO_Attainment_<Academic Year>

Ex: ECE_CO-PO_Attainment_2022-2023

<Department>_<Feedback-name>_<Academic Year>

Ex: EEE_Student_feedback_2022_2023


10/11/23
IQAC Chairman



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Action Taken Report

S.No	Points Discussed on 07.11.2023	Action Taken
1.	Feedback and feedback analysis are to be collected and updated under IQAC tab in college website.	Feedback and feedback analysis are prepared for the academic year 2022 – 2023
2.	For Faculty, Employer, Alumni and Parent Feedback analysis has been completed. It must be uploaded in college website.	For Faculty, Employer, Alumni and Parent Feedback analysis for the academic year 2022 – 2023 has been completed and uploaded in college website.
3.	As new format is given to proceed with CO-PO mapping, deadline is extended to 10th November 2023.	CO-PO mapping is yet to be completed in most of the department. ECE and CSE have submitted CO-PO mapping and other departments are yet to submit.


IQAC Coordinator
8/11/23


IQAC Chairman
10/11/23