



**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](mailto:gcesalem.edu@gmail.com)

**Minutes of Meeting**

**Venue:** IQAC Conference Hall

**Date:** 20.12.2023

The IQAC meeting held on 20.12.2023 at 11.00am.

**Agenda:**

1. Follow-up action of previous meeting held on 10.11.2023
2. Preparedness review for AQAR 2022-2023
3. Preparedness review for SSR (Cycle 2) submission
4. Integration of IRINS (Indian Research Information Network System) in college website

The Principal welcomed the IQAC members present in the meeting and discussed the above agenda points. The following members were present during the meeting.

**IQAC Members:**

Sl. No	Name of Faculty	Chairperson/Members
1.	Dr.R.Vijayan, Principal	Chairperson
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.	Dr.D.Lavanya, Assistant Professor/ Mechanical	Member
9.	Prof.K.Uma, Assistant Professor/ Mechanical	Member
10.	Dr.I.Kalphana, Assistant Professor/ECE	Member
11.	Dr.A.Ramachandran, Assistant Professor/Chemistry	Member
12.	Dr.P.Marudhupandi, Associate Professor / EEE	Member
13.	Mr.R.Murugan, PA to Principal	Member (Administration)

**Department Coordinators:**



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. Prof.R.Vinothbabu, Ap/Metallurgy
2. Prof.M.Raffikbasha, AP/Civil

**Action Taken Report:**

The minutes of the previous meeting held on 10.11.2023 was confirmed. It is informed that PO & PSO exit survey for 2022-2023 has been completed. Based on that, overall PO & PSO attainment for 2019-2023 batch across all programs has been completed and its corresponding action taken attached in Annexure-1.

**The points discussed are as follows:**

**Agenda 2: Preparedness review for AQAR**

The Principal informed that all department coordinators ensure the completion of data collection along with supporting documents for all criteria of AQAR.

Starting from tomorrow, the Principal recommended initiating the process of uploading this information to the NAAC web portal for the submission of AQAR.

**Agenda 3: Preparedness review for SSR Submission**

IQAC coordinator requested criteria wise department coordinators to collect the data of their respective criterion and present in the next meeting in order to facilitate the SSR Submission as well.

As per action plan given for the academic year 2022-2023, the Principal asked the status of purchase of biogas plant and solar plant. IQAC coordinator informed that biogas plant with capacity of 150 kg has been initiated by Hostel Associate Warden to install in Boys Hostel.

**Agenda 4: Integration of IRINS (Indian Research Information Network System) in college website**

IQAC coordinator informed that a circular regarding the integration of IRINS with college website was sent on 28.11.2023. For which, faculty members are required to register themselves to have their profile in Vidwan Data base.



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The Principal requested the Heads of Departments to direct the faculty members to do the same by 30.12.2023.

  
IQAC Chairperson

