



BUILDERS ENGINEERING COLLEGE

An Entity of Kangeyam Group of Institutions

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EBET Knowledge Park, Nathakadaiyur, Kangeyam, Tirupur - 638 108, Tamil Nadu.

Ph : 04257 241935, 241545 | Fax : 04257 241885. Email : info@builderscollege.edu.in, www.builderscollege.edu.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref. No.: BEC/IQAC/Meeting/2022 - 23/02

Date: 12.12.2022

This is to inform that **second IQAC meeting** for the academic year 2022 - 23 is scheduled on **26.12.2022** at IQAC by 10.00 AM to discuss the following agenda. Hereby, it is requested that all IQAC member are asked to attend the meeting.

Agenda:

1. Review of previous meeting
2. New Vision and Mission Statement formation by DAC
3. Academic Calendar Planning
4. Subject allocation for Even Semester (2022-2023)
5. Training and Placement
6. NBA Pre- Qualifier status
7. NAAC – AQAR status
8. Symposium : Samgraama 2023 and International conference
9. KGI's TechSat'23 – Scholarship Test
10. Value added courses
11. Daily Activity in CMS, Whats app group and Spreadsheet (NBA)
12. Research and Development
13. NPTEL Online examination
14. AICTE – Faculty Data Entry and Inspection
15. College Day / Sports Day celebration


13/12/22
IQAC Coordinator


13/12/22
Principal & Chairman of IQAC

Copy to

1. Secretary & Correspondent
2. Administrative Officer
3. All HODs
4. IQAC - Members & File

List of IQAC Committee members are as follows:

S. No.	Role	Member with Designation
1	Chair Person	Dr. S. Gopalakrishnan Principal
2	Senior Administrative Officers	Mr. S. Viswanathan Deputy Register
		Mr. K. S. Thirunavukkarasu Training Officer
3	Teachers	Dr. K. Sakthivadivel Associate Professor, Department of Mech
		Mr. V. Sasikumar Assistant Professor, Department of Civil
		Ms. V. Manimala, Associate Professor, Department of ECE
		Ms. S. Radhika Assistant Professor, Department of EEE
		Dr. D. Maya Associate Professor, Department of CSE
		Dr. N. Kavitha Professor, Department of MBA
		Ms. T. Sudha Assistant Professor, Department of S&H
4	Management Representative	Dr. C. Venkatesh Chief Executive Officer/Director
5	Local society Nominee	Mr. D. Parameshvaran Chief Manager – 1, ICICI Bank, Coimbatore
	Student Nominee	Mr. K. Krishnan II CSE, 2021-25 Batch
	Alumni Nominee	Ms. S. Gavyamathy MBA, 2018 – 2020 Batch
6	Employer Nominee	Mr. V. V. Kumar HR Manager, GMS Elegant Builders Pvt. Ltd, Erode
	Industrialist Nominee	Mr. S. Hariharasudhan Director, Comten Consulting Engineers Private Limited, 740, 3 rd Floor, Trichy Road, Ramanathapuram, Coimbatore - 641045
	Parent Nominee	Mr. P. Arumugam Parent of Mr. A. Arun Kumar III EEE, 2020-24 Batch
7	IQAC Coordinator	Dr. M. S. Senthil Kumar Professor, Department of Mechanical Engineering



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF IQAC MEETING

Ref. No.: BEC/IQAC/Meeting/2022 - 23/02

The second IQAC meeting for the academic year 2022 - 23 is going to conduct on 26.12.2022, 10.00 AM to 1.00 PM at IQAC. Dr. Dr. S. Gopalakrishnan, Chairperson, welcomed the members of IQAC and set the context for the discussion meeting followed by review presentation made by IQAC Coordinator Dr. M. S. Senthil Kumar, Professor, Department of Mechanical Engg.

Agenda for discussion:

1. Review of previous meeting
2. New Vision and Mission Statement formation by DAC
3. Academic Calendar Planning
4. Subject allocation for Even Semester (2022-2023)
5. Training and Placement
6. NBA Pre- Qualifier status
7. NAAC – AQAR status
8. Symposium : Samgraama 2023 and International conference
9. KGI's TechSat'23 – Scholarship Test
10. Value added courses
11. Daily Activity in CMS, Whats app group and Spreadsheet (NBA)
12. Research and Development
13. NPTEL Online examination
14. AICTE – Faculty Data Entry and Inspection
15. College Day / Sports Day celebration

The following members were attended the IQAC meeting:

S. No.	Role	Member with Designation
1	Chair Person	Dr. S. Gopalakrishnan Principal
2	Senior Administrative Officers	Mr. S. Viswanathan Deputy Register
		Mr. K. S. Thirunavukkarasu Training Officer
3	Teachers	Dr. K. Sakthivadivel Associate Professor, Department of Mech
		Mr. V. Sasikumar Assistant Professor, Department of Civil
		Ms. V. Manimala, Associate Professor, Department of ECE
		Ms. S. Radhika Assistant Professor, Department of EEE
		Dr. D. Maya Associate Professor, Department of CSE
		Dr. N. Kavitha Professor, Department of MBA
		Ms. T. Sudha Assistant Professor, Department of S&H
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	Parent Nominee	Mr. P. Arumugam Parent of Mr. A. Arun Kumar III EEE, 2020-24 Batch
7	IQAC Coordinator	Dr. M. S. Senthil Kumar Professor, Department of Mechanical Engineering

The following points were discussed:

- Initially, IQAC Coordinator had briefed about the previous minutes. All IQAC members discussed about the MOM. Then IQAC Coordinator explained about the IQAC functioning.
- The IQAC committee members deliberated on the Department Advisory Committee and approved the newly formulated Vision and Mission statements provided by the departments of Civil, CSE, ECE, EEE, and MECH.
- The IQAC committee members informed the department Heads to prepare the academic calendar, academic schedule and quality initiative program which includes the necessary data of their department.
- The IQAC committee members conveyed the department Heads to plan for the subject allocation (AY 2022-23 Even Semester)
- The IQAC committee members inquired about the outcomes of the previous placement drives. IQAC also insisted the training and placement coordinators to attract a higher number of reputable companies for both on-campus and off-campus placement drives. Additionally, they instructed the coordinators to meticulously plan and execute the Placement Training program for students in preparation for the upcoming drives.
- IQAC insisted the NBA Criteria coordinators to update all the required documents.
- The IQAC committee members asked to NAAC Criteria coordinators to update the documents necessary for AQAR.
- The IQAC committee members investigated the arrangements and communication related to the Samgraama 2023 Symposium and the planning of the International Conference for this semester. Additionally, they emphasized the dissemination of this information to ensure maximum student participation.
- Committee members asked each department heads to conduct value added courses and certificate courses relate to market demand and key areas to improve the student performance after placement.
- The IQAC committee members investigated the status of KGI's TechSat'23 Scholarship Test and discussed the assignment of committee members to extend outreach to a larger number of school students.

- The IQAC committee members instructed to all the faculty members to upload & update the necessary student data (profile, attendance, marks) and faculty data (profile, leave, on-duty) every day in CMS Portal.
- The IQAC recommended that all faculty members should publish their research/review papers minimum one per year in any peer review indexed journals like UGC, Scopus, SCI, Web of Science. Committee members are requested heads to allow students to do multi-disciplinary projects
- IQAC members informed to HoDs that all faculty members and students should register for NPTEL Exams to the maximum number of participations.
- IQAC members instructed HoDs to verify their department faculty members updated details in AICTE Portal.
- IQAC members suggested that to plan for the College Day and Sports Day in a grand manner.

Finally, vote of thanks was given by the IQAC coordinator and proposed the date for the next meeting and unanimously decided the tentative schedule during the month of April 2023.


IQAC Coordinator


Principal & Chairman of IQAC

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ACTION TAKEN REPORT

Ref. No.: BEC/IQAC/Meeting/2022 - 23/02

Action taken report on the decisions of the IQAC meeting held on 26.12.2022. To implement the decisions of the above-mentioned meeting of the IQAC, the following actions were taken:

S.No	Points discussed	Decisions taken	Responsibility	Target date
1	New Vision and Mission Statement formation by DAC	New Vision and Mission statement reframed by DAC and approved by IQAC for the following departments. <ul style="list-style-type: none"> • Civil • CSE • ECE • EEE • MECH 	Department Advisory Committee	Completed
2	Academic Calendar Planning	Academic Calendar Planned includes Department Functions, Association Activities, Guest Lectures, Conferences and Symposiums (if any)	Head - Academic & Dept. Academic Coordinator	30.12.2022
3	Subject allocation for Even Semester (2022-2023)	Department Heads are requested to prepare subject allocation for Even Semester (2022-2023).	All HoDs	Continuous

		<p>Training given by the following companies</p> <ul style="list-style-type: none"> • CodeGalatta • AptiWings <p>The following placement drives are planning for this semester</p> <ul style="list-style-type: none"> • American Mega Trends • Sakthi Auto Components • Axis Global Automation • Avasoft • SSR Constructions • Shriram Finance • Ekalaiv Tech • Fincover • LemoVB • Focus Edumatics • HDFC First Bank • Crypton Tech • VisAI Labs • RCCL • P&C Constructions • Rinex • Onelnsure • DMart 			
4	Training and Placement		Training and Placement	Continuous	
5	NBA Pre-qualifier status	Data uploading is under process. Departments Heads are informed to submit the necessary document on or before 30.12.2022.	Principal, IQAC All HoDs	02.01.2023	
6	NAAC – AQAR status	NAAC Criteria coordinators are requested to update the documents necessary for AQAR.	IQAC	First week of February 2023	

7	Symposium- "Samgraama 2023" and International Conference	Decided to conduct "Samgraama 2023" on 18.03.2023. Decided to conduct International; Conference on third or last week of March 2023.	Civil Department Dr. S. Saravanan HoD/EEE	Last week of March 2023
8	KGI's TechSat'23 – Scholarship Test	Totally 522 students have attended KGI TechSat'23 Scholarship Examinations	All HoDs	Completed
9	Value added courses	Department Heads are requested to submit VAC details Department Heads are informed to submit at least one DST proposal	All HoDs	19.01.2023
10	Daily Activity in CMS and Spreadsheet (NBA)	Faculty members are informed to update their daily activities in CMS and NBA activities in Spreadsheet.	All Faculty Members	Continuous
11	Research and Development	All the faculty members are asked to register Ph.D	All Faculty Members	Continuous
12	NPTEL online Examination- Students and Faculty Members	All Department Heads are asked to inform the students and Faculty members to register for NPTEL course. Registration ends on 31.01.2023.	Dr.S.Saravanan Hod/EEE	31.01.2023
13	AICTE – Faculty Data Entry and Inspection	Necessary data shall be submitted in AICTE portal.	All Faculty Members	Continuous
14	College Day / Sports Day celebration	College day and Sports day will be planning to conduct in the month of April	Principal, All HoDs	Mid of April 2023


IQAC Coordinator


Principal & Chairman of IQAC

