

BUILDERS ENGINEERING COLLEGE

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

ISO 9001:2015 Certified Institution & Accredited by NAAC with B++ Grade

Erode Road, Nathakadaiyur, Kangayam, 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/2021 - 22/02

Date: 17.12.2021

This is to inform that **second IQAC meeting** for the academic year 2021 - 22 is scheduled on 21.12.2021 at IQAC by 10.00 AM to 1.00 PM. Hereby, it is requested that all IQAC members are asked to attend the meeting.

Agenda:

1. Review of Previous Meeting Minutes
2. Internal test evaluation
3. Coaching & monitoring plan for weak students
4. Mentoring status
5. PSOs, COs and POs
6. Consultancy work, Research Proposal & publications of faculty members
7. Innovation center
8. Placement Activity
9. Higher education
10. Organizing quality related seminars/workshop
11. ISO and AAA Auditing


IQAC Coordinator - 7/12/21


Principal & Chairman of IQAC

Copy to

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

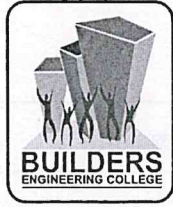
PRINCIPAL
BUILDERS ENGINEERING COLLEGE
Kangayam-638 108,TN, India.



List of IQAC Committee members are as follows:

S. No.	Role	Member with Designation
1	Chair Person	Dr. P. S. Gopalakrishnan, Principal
2	Few Senior Administrative Officers	Mr. S. Viswanathan, Administrative Officer Mr. K. S. Thirunavukkarasu, Training Officer
3	Teachers	Dr. S. Saravanan, Professor & Head, Department of EEE Dr. G. Suresh, Professor & Head, Department of MBA Dr. C. Karthikeyan, Professor & Head, Department of S&H Mr. R. Ravi, Associate Professor & Head, Department of Mech Mr. S. Gobinath, Assistant Professor & Head, Department of CSE Dr. S. Kumar, Professor & Head, Department of ECE Mr. K. E. Viswanathan, Assistant Professor & Head, Department of Civil Engg.
4	One Member from the Management	Thiru. S. Anandavadivel, Correspondent
5	One Nominee from Local Society	Mr. D. Parameshvaran, Chief Manager – 1, ICICI Bank, Coimbatore
	One Nominee from Student	Mr. S. Dharunkumar, IV Civil Engg., 2018-22 Batch
	One Nominee from Alumni	Ms. S. Gavyamathy, MBA, 2018 – 2020 Batch
6	One Nominee from Employers	Mr. V. V. Kumar, HR Manager, GMS Elegant Builders Pvt. Ltd, Erode
	One Nominee from Industrialists	Mr. S. Hariharasudhan,, Director, Comten Consulting Engineers Private Limited, 740, 3 rd Floor, Trichy Road, Rmanathapuram,, Coimbatore - 641045
	One Nominee from Parent	Mr. M. Suresh, F/o Ms. S. Priyanka, III CSE, 2018-22 Batch
7	One of the Senior Teachers as the Coordinator/Director of the IQAC	Dr. M. S. Senthil Kumar, Professor, Department of Mechanical Engg.





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

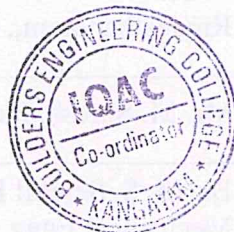
MINUTES OF IQAC MEETING

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The second IQAC meeting for the academic year 2021 – 22 is going to conduct on 21.12.2021, 10.00 AM to 1.00 PM at IQAC. 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.

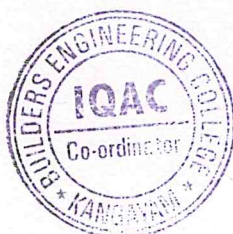
Agenda for discussion:

1. Review of Previous Meeting Minutes
2. Internal test evaluation
3. Coaching & monitoring plan for weak students
4. Mentoring status
5. PSOs, COs and POs
6. Consultancy work, Research Proposal & publications of faculty members
7. Innovation center
8. Placement Activity
9. Higher education
10. Organizing quality related seminars/workshop
11. ISO and AAA Auditing



The following members were attended the IQAC meeting:

S. No.	Role	Member with Designation
1	Chair Person	Dr. P. S. Gopalakrishnan, Principal
2	Few Senior Administrative Officers	Mr. S. Viswanathan, Administrative Officer
		Mr. K. S. Thirunavukkarasu, Training Officer
3	Teachers	Dr. S. Saravanan, Professor & Head, Department of EEE
		Dr. G. Suresh, Professor & Head, Department of MBA
		Dr. C. Karthikeyan, Professor & Head, Department of S&H
		Mr. R. Ravi, Associate Professor & Head, Department of Mech
		Mr. S. Gobinath, Assistant Professor & Head, Department of CSE
		Dr. S. Kumar, Professor & Head, Department of ECE
		Mr. K. E. Viswanathan, Assistant Professor & Head, Department of Civil Engg.
4	One Member from the Management	Thiru. S. Anandavadivel, Correspondent
5	One Nominee from Local Society	Mr. D. Parameshvaran, Chief Manager – 1, ICICI Bank, Coimbatore
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	One Nominee from Parent	Mr. M. Suresh, F/o Ms. S. Priyanka, III CSE, 2018-22 Batch
7	One of the Senior Teachers as the Coordinator/Director of the IQAC	Dr. M. S. Senthil Kumar, Professor, Department of Mechanical Engg.



The following points were discussed:

- Initially, IQAC Coordinator had briefed about the previous minutes. All IQAC members discussed about the MOM.
- The feedback of first internal ISO audit report was discussed. Faculty members should analyze and discuss test results with their HoD. Immediate action should be taken for the low performers by conducting extra coaching class. Mentors are asked to get interaction with students and get their strength and weakness. Committee members are suggested that all faculty members to identify the last three-year question bank and distribute to arrear students.
- Then, committee members discussed the course outcomes (COs), program outcomes (POs), and program specific outcomes (PSOs). All faculty members are asked to satisfy COs and POs which were defined by Anna University of their subject by implementing activity based teaching method like Quiz, showing demo model, cut section model, etc for their courses.
- Members gave suggestions on consultancy work, research proposal & publications of faculty members. Members informed to HoDs that to discuss with their department faculty members and submit proposal for innovation center and consultancy work.
- The placement officer and various department placement cell coordinators were requested to identify the placement opportunities in the core field for the students. IQAC insisted the placement cell to improve the number of placements through on campus recruitments with MNCs.
- The carrier development cell is planning to conduct coaching classes for TNPSC examination through online mode on every Sundays.
- IQAC members informed AAA & ISO coordinators to conduct auditing sincerely and identify NC before next IQAC meeting. Also informed them to prepare a detailed schedule to conduct AAA & ISO auditing.

Finally, vote of thanks was given by the chairman of IQAC Coordinator and proposed the date for the next meeting and unanimously decided the tentative schedule during the month of April 2022.

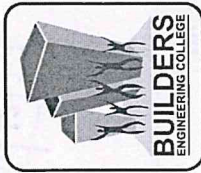

IQAC Coordinator


Principal & Chairman of IQAC
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

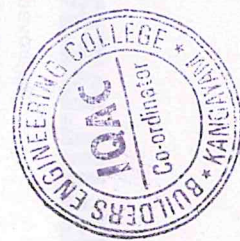
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Action taken report on the decisions of the IQAC meeting held on 21.12.2021. To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:

Points discussed	Decisions taken	Responsibility	Target date
Internal test evaluation	Faculty members should analyze and discuss test results with their HoD. Immediate action should be taken for the low performers by conducting weak student coaching class.	All faculty members	Immediate
Coaching class plan	Committee members are suggested that all faculty members to identify the last three-year question bank and distribute to arrear students. Mentors are asked to get interaction with students.	All faculty members	Continuous
Mentoring systems	<ul style="list-style-type: none"> Class advisors and mentors are asked to analyse the students strength and weakness and submit the feedback to the Principal office All Class advisors and mentors are asked to pass the student performance through WhatsApp/SMS/Letter to parents. 	Class advisors and mentors	Continuous
PSOs, COs and POs	All faculty members are asked to concentrate more on course outcomes, program outcomes and program specific outcomes for the benefit of the students	All faculty members	Continuous



Consultancy work, Research Proposal & publications of faculty members	<ul style="list-style-type: none"> Department heads are asked to identify the sources to do consultancy work and asked them to submit the proposal. Faculty members are instructed to publish their research/review papers in any peer review indexed journals like UGC CARE list, Scopus, SCl, and Web of Science. Faculty members are instructed to send proposal to conduct seminar, conference, research to funding agency 	All faculty members	Continuous
Innovation center	Department heads are asked to submit the proposal for innovation center. All the department heads re asked to contribute students ideas for the same	All HoDs	On Progress
Training Activity	IQAC insisted the training cell to conduct soft skill training programme for all the final year students.	Training Coordinator	Immediate
Placement Activity	<ul style="list-style-type: none"> In the current academic yea 2021-22, Out of 110 opting student, total offers received are 23. The pipelines companies for Civil, Mech, EEE and MBA students are RCCL, URC and LGB on January month. 	Placement Coordinator	27.01.22
Higher education	TNPSC classes will be conducted in online mode on every Sundays from 23.01.22 onwards.	CDC coordinator	23.01.22
Organizing quality related seminars /workshop	Committee members suggested more programs should be conducted in order to improve the quality before the end of the AY 2021 - 22.	IQAC Coordinator & HODs	31.05.22
Academic and Administrative Audit (AAA)	The AAA for both department level and institute level will be conducted as per the schedule in the newly created format. Invitation should be sent to external auditor and circular should be sent to all stakeholders on time.	AAA coordinator	18.03.2022
ISO Auditing	Course files of all faculty members and department files were evaluated and suggestions were given. Faculty members were asked to incorporate those suggestion while preparing even semester files.	All faculty members	31.05.2022



[Signature]
IQAC Coordinator 12/2/21

[Signature]
Principal & Chairman of IQAC

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