

# **PRATHYUSHA ENGINEERING COLLEGE**

## **INTERNAL QUALITY ASSURANCE CELL (2021-2022)**

**MINUTES OF THE MEETING DATED 09-08-2021 [ ODD SEMESTER ]**

### **AGENDA**

- 1. Teaching Academic Performance Audit**
- 2. Complete audit**
- 3. NAAC Appeal process**
- 4. AISHE data**
- 5. Planning of Academic Events**
- 6. Stakeholder Feedback Collection and Analysis**
- 7. Mentoring Meeting and Activities**
- 8. ARIAA & IIC Submission**

**The Chairperson welcomed all the members and the following points were discussed,**

- I. A review on the present Institutional processes were done and the implementation of Institutional reviews and implementation of teaching learning & Quality assurance initiatives were shared which included the nature of audits and their frequencies.

#### **1. Teaching Academic Performance Audit:**

Conducted internal quality audits through online [Due to Covid'19] and some of the audit off line mode under various categories such as Academic Performance, answer script audit analysis, core department audit analysis, Entire course file and log book and mentor book analysis, core audit analysis, audit analysis report, course file audit analysis.

#### **2. Complete audit**

The audit event took place about the entire plan for the present academic year and how to improve the academic activities better.

#### **3. NAAC Re-Accreditation process**

NAAC appeal process initiated, NAAC Guidelines, Data formats and formulas related all the criteria were analyzed and prepared updated documents and shared for confirmation among all the department, coordinators, sub-coordinator and Management. The schedule of the NAAC document internal audit scheduled and communicated to Management.

#### **4. AISHE data:**

The details required for the submission of data to AISHE were presented to the members for brainstorming and planning for the submission of data on time.

### 5. Planning of the academic events

The academic activities for conducting through Online workshop, seminar, FDP, research paper, finding project, journal publication and patent was scheduled and verified how much have been completed and how to implement remaining effectively.

### 6. Stakeholder Feedback Collection and Analysis

The feedback and the analysis collected through online from various stakeholders such as parents, students, employers, faculty and alumni were shared with the members and the gray areas which needed to be improved were discussed to improve the program outcomes of the students.

### 7. Mentoring Meeting and Activities

The students mentoring activities and meeting will be implemented through online mode and monitoring activities will be initiated.

### 8. AQAR preparation and Submission

The details required for the submission of data to AQAR were presented to the members for brainstorming and planning for the submission to NAAC of data on time.

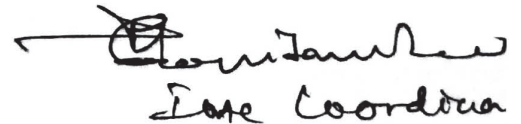
### 9. ARIAA & IIC Submission

The details required for the submission of data to ARIIA were presented to the management for approval.

The meeting culminated with the vote of thanks by the IQAC coordinator

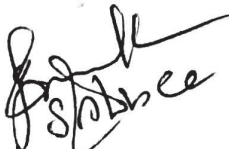
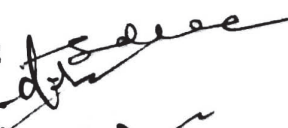



**CHAIRPERSON**  
**Dr. B.R.RAMESH BAPU**  
B.E., M.E., M.S (Engg), Ph.D.  
PRINCIPAL

  
IQAC Coordinator

**PRATHYUSHA ENGINEERING COLLEGE**

Members Present to Thiruvallur High Road,  
Chennai - 602 025.

1. IQAC COORDINATOR
2. DEPT COORDINATOR - ECE 
3. DEPT COORDINATOR - CSE
4. DEPT COORDINATOR - EEE
5. DEPT COORDINATOR - MECH
6. DEPT COORDINATOR - IT & AI&DS 
7. DEPT COORDINATOR - BIO-TECH
8. DEPT COORDINATOR - CIVIL 
9. DEPT COORDINATOR - FIRST YEAR 