PRATHYUSHA ENGINEERING COLLEGE

INTERNAL QUALITY ASSURANCE CELL (2020-2021)

MINUTES OF THE MEETING DATED   25-08-2020 [ODD SEMESTER]

AGENDA

1. Teaching Academic Performance Audit
2. Complete audit
3. NIRF application Submission
4. NAAC Re-Accreditation process
5. AISHE data:
6. Planning of Academic Events
7. Stakeholder Feedback Collection and Analysis
8. Mentoring Meeting and Activities
9. AQAR preparation and Submission
10. ARIAA 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] 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. NIRF preparation and submission

The document submitted to NIRF during the year submitted successfully.

4. NAAC Re-Accreditation process

NAAC Re-Accreditation process initiated, NAAC Guidelines, Data formats and formulas related all the criteria were shared among all the department, coordinators, sub-coordinator and Management. The schedule of the NAAC document internal audit scheduled and communicated to Management.

5. 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.

6. 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.

7.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.

8. Mentoring Meeting and Activities

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

9. 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.
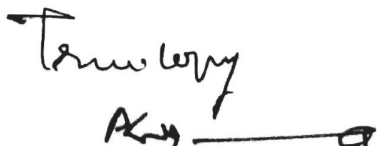
10. ARIAA Submission

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

IQAC COORDINATOR

CHAIRPERSON

Dr. Ramesh P.L.N., B.Tech., M.Tech., Ph.D.
Principal
Prathyusha Engineering College
Poonamallee to Thiruvallur High Road
Thiruvallur, Chennai – 602 025