



# SENGUNTHAR ENGINEERING COLLEGE

(AUTONOMOUS)

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

Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956

NAAC Accredited with 'A' Grade

TIRUCHENGODE - 637 205 NAMAKKAL (Dt) TAMILNADU



## **Minutes of Ninth Planning and Evaluation Committee Meeting**

**held on 04.03.2025**

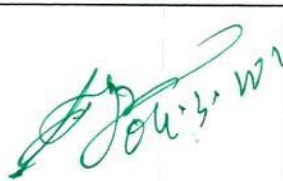
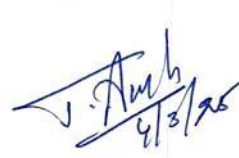




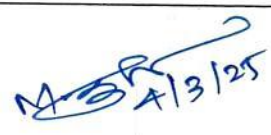
### **I. Agenda:**

- 9.1 To confirm the previous meeting minutes.
- 9.2 To promote the Academic activities.
- 9.3 To discuss the Infrastructure Development.
- 9.4 To plan for Research and Publications activities.
- 9.5 To improve the student Placement.
- 9.6 To discuss about the NBA and ISO audit.
- 9.7 To organize activities under different clubs.
- 9.8 To promote Extension Activities.
- 9.9 To develop E-content preparation.
- 9.10 Any other points with the permission of the Chairman.

## II. List of Members Attended:

The Ninth meeting of the Planning and Evaluation Committee for the Academic year 2024 - 2025 was held on 04.03.2025 under the chairmanship of **Prof. A. Baladhandapani**, Secretary and Correspondent of the college at IQAC at 10.30 a.m.

The following members attended the meeting:

Sl.No.	Name	Designation	Position	Signature with Date
1.	Prof. A. Baladhandapani	Secretary and Correspondent	Chairman	 4/3/25
2.	Er. Aravind Thirunavukkarasu	Executive Director	Management Representative	 4/3/25
3.	Dr. R.Satish Kumar	Principal	Convener	 4/3/2025
4.	Dr. K. Umadevi	Dean (Planning and Development) Prof & Head/EEE	Member	 4/3/25
5.	Dr. K.L. Palanisamy	Dean (Students Affairs)/Prof & Head/S&H	Member	 4/3/25
6.	Dr. M. Sakthivel	HoD/CSE	Member	 4/3/25
7.	Dr. M. Soundar Rajan	AP/CIVIL	Member	 4/3/25

### **III. Minutes of the Meeting:**

**Dr. R. Satish Kumar**, Principal welcomed the gathering. Then all the points of agenda were taken up for discussion and after detailed discussion, the following resolutions were made by the members.

#### **Subject 9.1 : To confirm the previous meeting minutes.**

##### **Resolution 9.1 :**

Previous meeting minutes were discussed and the following resolutions/ suggestions have been made.

- 8.1 It has been resolved that All Faculty members must be associated with any of the Professional Body by Membership. List has to be submitted to the Correspondent sir on or before 30<sup>th</sup> April 2025 by all Department HoDs.
- 8.2 SDC Activities Report should be submitted to the Correspondent Sir on or before 30<sup>th</sup> April 2025 by all Department HoDs.
- 8.3 The list of students and company names for industrial training must be submitted to the Correspondent Sir on or before 30<sup>th</sup> April 2025.
- 8.4 Students list for competitive exams, Minor/Honours degrees, Advancement of Course, and Placement (Tier I, II, & III) should be submitted to the Correspondent Sir on or before 14<sup>th</sup> March 2025 by all Departments.
- 8.5 Alumni Co-ordinator has to collect year wise alumni strength, alumni association activities, and funds collected from alumni, along with the report and should be submitted to the Correspondent Sir on or before 14<sup>th</sup> March 2025 for all departments.
- 8.6 List of funding proposal details along with supporting documents should be submitted to the Correspondent Sir on or before 30<sup>th</sup> March 2025 by all departments.
- 8.7 It has been decided that each 100-day issue of daily news to be compiled as a volume and to be sequentially numbered.



### **Subject 9.2 : Promotion of Academic Activities:**

#### **Resolution 9.2 :**

- New Strategies to enhance academic excellence were discussed.
- Faculty members are to be advised to adopt innovative teaching methods.
- Minimum One FDP, Workshop, Seminar, and Guest Lecture per semester should be organized by the departments.
- Resource Persons are to be invited from reputed institutions/Industries to organize FDPs, Workshops, and Seminars.

### **Subject 9.3 : Infrastructure Development:**

#### **Resolution 9.3 :**

- The current infrastructure requirements were reviewed and resolved for new classrooms, laboratories, and other facilities to be arranged for new programs.
- The budget and timeline for execution have been discussed and scheduled.
- The latest instruments purchase and Centre of Excellence establishment proposal must be submitted to Correspondent through the Principal on or before 30<sup>th</sup> April 2025.
- It has been planned to facilitate all departments with smart classrooms.

### **Subject 9.4 : Research and Publications Activities:**

#### **Resolution 9.4 :**

- Faculty and students are to be encouraged to participate in research projects.
- The need for financial and institutional support for research was discussed.
- It is planned to conduct research paper writing workshops.
- A team of two students from the Third Year and Final Year (Tier - 1) are to be involved to conduct research with innovative ideas.

### **Subject 9.5 : Student Placement Improvement:**

#### **Resolution 9.5 :**

- Current placement scenario and areas for improvement were analysed.
- It was decided to strengthen industry collaborations for better placement opportunities.
- The conduction of pre-placement training programs was discussed.

### **Subject 9.6 : NBA and ISO Audit:**

#### **Resolution 9.6 :**

- The status of NBA and ISO accreditation were reviewed.
- Responsibilities for documentation and compliance were assigned.
- Audit readiness and follow-up actions were reviewed and planned.

### **Subject 9.7 : Activities under Different Clubs:**

#### **Resolution 9.7 :**

- Club activities were discussed and resolved to instruct the Club coordinators for conduction of more number of events.
- New events and initiatives for various clubs were proposed.

### **Subject 9.8 : Promotion of Extension Activities:**

#### **Resolution 9.8 :**

- It has been planned to engage students and faculty in community services.
- Potential collaborations with NGOs and external organizations for community engagement programs were discussed.

### **Subject 9.9 : E-content Preparation Development:**

#### **Resolution 9.9 :**

- It was decided to develop digital learning resources for students.
- Faculty members were assigned for content creation.
- Technical and financial support requirements were discussed.



**Subject 9.10: Any Other Points with the Permission of the Chairman:**

**Resolution 9.10:**

- Activities are to be planned and aligned according to accreditation and ranking frameworks like NBA, NAAC & NIRF.
- Circulars are to be sent to the respective incharges to submit the updated reports of the above subjects.

**Dr. K. Umadevi**, Dean/ Planning and Development proposed a vote of thanks to all the committee members in the Planning and Evaluation Committee.



Convenor

Chairman

**Copy to:**

1. IQAC
2. Committee Members