

INTERNAL QUALITY ASSURANCE CELL

2023 - 2024



A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)



INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

ARJCET/IQAC/CIR/2023-2024/2

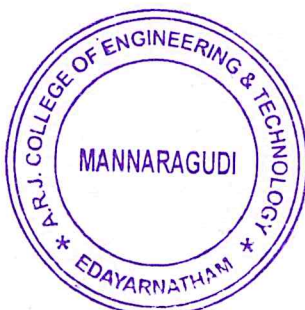
The Second Internal Quality Assurance cell (IQAC) meeting for the academic year 2023-2024, even semester was held on convinced on 10.05.2024 at 10.30 a.m. in ARJCET Board Room All the IQAC members are hereby invited to attend the meeting without fail.

AGENDA

1. Welcome address
2. Review of previous minutes of meeting
3. Review of Academic calendar for 2022-2023 even semester
4. NAAC Accreditation Process
5. Mentoring System
6. Project work for final years
7. Training and Placement cell
8. Faculty activities and achievements
9. Research and department activities
10. Staff journals and Patent Publications
11. Academic and Administrative Audit by IQAC
12. Vote of Thanks

Copy to:

- The chairperson for kind information
- HODs are to circulated to all faculty members
- All IQAC committee members
- File



E.N. Razhuvath
PRINCIPAL

PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.



A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)



Meeting No:2

The Second Internal Quality Assurance cell (IQAC) meeting for the academic year 2023-2024, even semester was held on convinced on 10.05.2024 at 10.30 a.m. in ARJCET Board Room All the IQAC members are hereby invited to attend the meeting without fail.

Date & Time 10.05.2024 at 10:30 a.m.

Sl.N O	NAME OF THE IQAC MEMBER	DESIGNATION	REPRESENTATION FORM	SIGNATURE
1	Dr.A.JEEVAGAN AYYANATHAN	HEAD OF INSTITUTION	VICE CHAIRMAN	
	Dr.P.N.RAGHUNATH	PRINCIPAL	CHAIRPERSON	
2	Dr.T.VENKADESAN	VICE-PRINCIPAL	IQAC COORDINATOR	
3	MRS.R.KAVITHA	ASSISTANT PROFESSOR- CSE	MEMBER	
4	MS.K.DEEPA	ASSISTANT PROFESSOR- CIVIL	MEMBER	
5	MR.A.ARUMUGA GANESAN	ASSISTANT PROFESSOR BIO	MEMBER	
6	DR.P.BHUVANESHWARI	ASSISTANT PROFESSOR S&H	MEMBER	
7	MRS.M.GANGA	ARJ IMS, ASSISTANT PROFESSOR-MBA	ALUMINI	
8	MR. DURAI MURUGAN	ADMIN	SENIOR ADMINISTRATIVE OFFICER	
9	MR.MUKILAN K L	PACK INDUSTRIES, COIMBATOR E	NOMINEE FROM INDUSTRIALIST	
10	MR. GOKULRAJ	FOUNDER & MD JADAYU SOFTWARE TECHNOLOGY, THANJORE.	NOMINEE FROM EMPLOYER	
11	DR.SELVA MUTHUKUMAR	M.E., PH.D., AP GCE, THANJORE	NOMINEE FROM STAKEHOLDER	
12.	MR.NANTHA KUMAR S	PRESIDENT	NOMINEE FROM LOCAL SOCIETY	
13	PARITHA BARVEEN M	MBA STUDENT	NOMINEE FROM STUDENTS	
14.	BHARATHI	CSE STUDENT	NOMINEE FROM STUDENTS	

P.N. Raghunath
PRINCIPAL

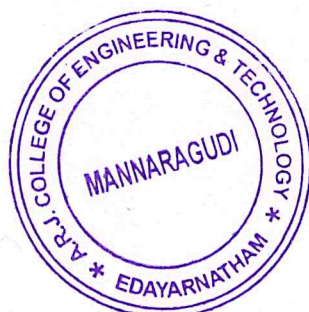
PRINCIPAL

A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.

P.N. Raghunath

PRINCIPAL

A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.





A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

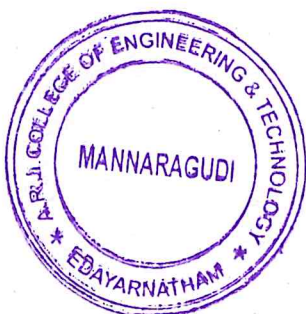
Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)



IQAC MINUTES OF MEETING POINTS DISCUSSED

- The meetings agenda was explained by the Chairperson who also greeted the group. The discussion in the meeting focused on the following issues
- The Principal demanded that all HODs show a serious interest in the NAAC procedure and the accompanying work on criteria. Additionally it is encouraged that they focus more to finish the NAAC program files.
- The IQAC Coordinator proposed that the training and placement cell increase the amount of on-campus hiring drives by inviting more reputable businesses.
- The Committee requested that the class committee meetings be held on a regular basis so that students may provide comments and make improvements.
- The Principal demanded that all HODs show a serious interest in the NAAC procedure and the accompanying work on criteria. Additionally, it is encouraged that they focus more to finish the NAAC program files.
- In Order to improve students capacity for learning, the Committee urged that the faculty adopt cutting-edge teaching techniques while delivering courses.
- The IQAC Coordinator recommended that faculty members (Mentors) encourage students to learn about new concepts and technologies as well as teach them moral ethics so that they can develop into good people. This is because on the one hand technology is developing at an increasingly rapid rate while, on the other moral values are eroding.
- Alumni recommend that the training and placement department run a placement awareness session for all the departments.



P.N. Razhvanath

PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.

- The Committee members gave orders to all of the faculties to keep all the records in order for IQAC to perform an academic and administrative audit.



A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)

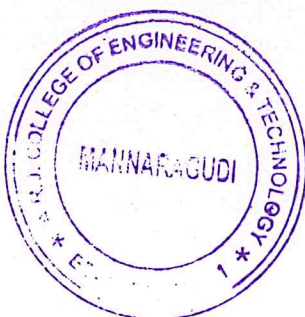


INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 10.05.2024.

PLAN OF ACTION	ACTION TAKEN
The chairperson talked on how to make the NAAC Accreditation Process operate better.	The Principal pushed and inspired the faculty members to complete their work in accreditation procedure .
The Committee requested that the HODs urge the students in their departments to submit their project work on time.	According to the academic calendar all students in the senior year finished their project.
It was urged for the committee to hold class committee meetings and solicit student input.	Meetings of the class committee were held, and evaluation of students comments were gathered.
To attract more reputable organization for on-campus placement drives, the Principal insisted on a creation of a Training and Placement cell .	Students were placed in reputed companies.
<u>MOUs</u>	Signed MOU with 11 companies.
The journal publications for employees was considered by the committee members.	More journal were published by the staff members.
Placement Activities .	Soft skill Training programs and personality development programs were conducted for our third year and final year programs .
FDP	Faculty development program were organized in various departments.
Students Feedback Analysis	IQAC has analyzed the feedback from the students every semester and based on the input necessary improvements measures were. Suggested.
Members of the Committee were given instructions on how to perform the routine academic and administrative audit .	The routine Academic and administrative audit was completed and the Principal was consulted .



E.N. Razhuvath
PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.



A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)



DATE:

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

ARJCET/IQAC/CIR/2023-2024/1

The first Internal Quality Assurance Cell(IQAC) meeting for the academic year 2023-2024 odd semester will be convened on 12.08.2023 at 10.30 a.m. in ARJCET Board Room. All the IQAC members are hereby invited to attend the meeting without fail.

AGENDA

1. Welcome address
2. Academic calendar for 2024-2025, odd semester
3. Functioning of IQAC
4. Value Added Course
5. Internship & Final Year Project
6. Innovation in Teaching and Learning methods
7. Academic elective offering
8. MOU
9. First year motivation/induction Programme
10. Class Committee Meeting & Student achievements
11. Staff Participation & Publications
12. Promotional activities
13. Vote of Thanks

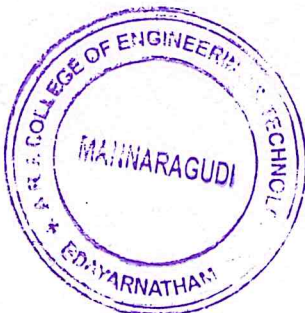
Copy to:

- The chairperson for kind of information
- HODs are to be circulated to all faculty members
- All IQAC Committee members
- File

P.N. Razhuvathi

PRINCIPAL

PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.





A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

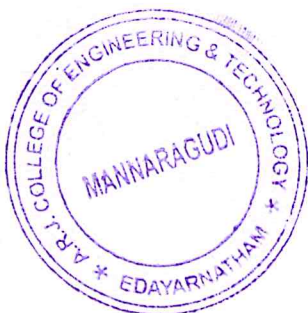
(An ISO 9001:2015 Certified Institution)



The first Internal Quality Assurance Cell(IQAC) meeting for the academic year 2023-2024odd semester will be convened on 12.08.2023 at 10.30 a.m. in ARJCET Board Room. All the IQAC members are hereby invited to attend the meeting without fail.

Date& Time: 12.08.2023 at 10.30 a.m.

S.NO	NAME OF THE IQAC MEMBER	DESIGNATION	REPRESENTATION FORM	SIGNATURE
1	Dr.A.JEEVAGAN AYYANATHAN	HEAD OF INSTITUTION	VICE CHAIRMAN	
	Dr.P.N.RAGHUNATH	PRINCIPAL	CHAIRPERSON	
2	Dr.T.VENKADESAN	VICE-PRINCIPAL	IQAC COORDINATOR	
3	MRS.R.KAVITHA	ASSISTANT PROFESSOR-CSE	MEMBER	
4	MS.K.DEEPA	ASSISTANT PROFESSOR-CIVIL	MEMBER	
5	MR.A.ARUMUGA GANESAN	ASSISTANT PROFESSOR BIO	MEMBER	
6	DR.P.BHUVANESHWARI	ASSISTANT PROFESSOR S&H	MEMBER	
7	MRS.M.GANGA	ARJ IMS,ASSISTANT PROFESSOR-MBA	ALUMINI	
8	MR. DURAI MURUGAN	ADMIN	SENIOR ADMINISTRATIVE OFFICER	
9	MR.MUKILAN K L	PACK INDUSTRIES,COIMBATORE	NOMINEE FROM INDUSTRIALIST	
10	MR. GOKULRAJ	FOUNDER & MD JADAYU SOFTWARE TECHNOLOGY, THANJORE.	NOMINEE FROM EMPLOYER	
11	DR.SELVA MUTHUKUMAR	M.E.,PH.D.,AP GCE, THANJORE	NOMINEE FROM STAKEHOLDER	
12.	MR.NANTHA KUMAR S	PRESIDENT	NOMINEE FROM LOCAL SOCIETY	
13	PARITHA BARVEEN M	MBA STUDENT	NOMINEE FROM STUDENTS	
14.	BHARATHI	CSE STUDENT	NOMINEE FROM STUDENTS	



P.N. Raghunath

PRINCIPAL
PRINCIPAL

A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.

P.N. Raghunath

PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.



A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

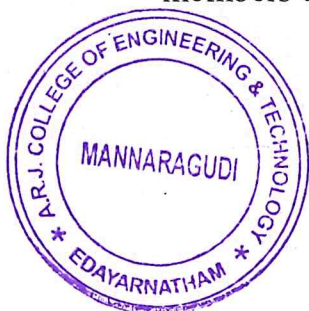
(An ISO 9001:2015 Certified Institution)



INTERNAL QUALITY ASSURANCE CELL(IQAC)

POINTS DISCUSSED

- The chairperson gave a brief introduction to each member of the IQAC for the academic year 2023-2024 and emphasized that the main duty of the IQAC is to start , organize, and oversee different activities that are required to raise the standard of instructions provided in institution and colleagues.
- The Coordinator provided a briefing on how the IQAC operates. A centralized document repository was also mentioned by him as being necessary.
- The Principal issued instructions on how to combine the skill-based technical program and addressed the academic calendar for the institutions 2023-2024 odd semester.
- The IQAC decided to conduct a through analysis of the students gender, rural/urban, government/management quota, religion/caste, medium of instructions economic position, etc.. in order to develop strategies for successfully meeting the different students requirements.
- The members discussed creating a useful framework for the IQAC to concentrate on quality standards.
- The Committee insisted the HODs to encourage their departments staff members to participate in various Faculty Development program.



P.N. Razhuvathi
PRINCIPAL
A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI,

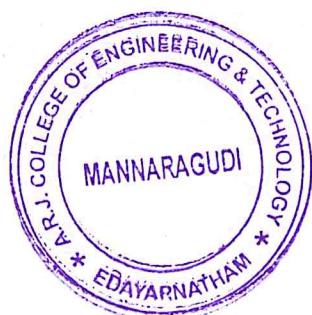
- The Principal demanded that all HODs show a serious interest in the NAAC procedure and the accompanying work on criteria. Additionally, it is encouraged that they focus more to finish the NAAC program files.
- The Principal suggested the Training and Placement cell to strengthen the number of placement by bringing more number of reputed companies for On-campus placement drives.
- The IQAC advised that faculty members publish at least once research paper year in journals that are indexed by SCOPUS, SCI, and the web of Science.
- It was also decided to bring more MOUs for the benefits of students.
- The committee insisted the Faculty to use innovative teaching methods during their course delivery enhance the students learning capability.
- Senior faculty members suggested the HODs to involve their students and staff to participate in International and National conferences.
- To assure accuracy in evaluation and enhance the evaluation system, the IQAC decided to perform an internal audit for each internal assessment.
- The committee members instructed all the faculties to maintain all the documents for the Academic and Administrative Audit which will be conducted by IQAC.

P.N. Rashonath

PRINCIPAL

PRINCIPAL

A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.





A.R.J COLLEGE OF ENGINEERING AND TECHNOLOGY

Edayarnatham - Mannargudi

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai-25

(An ISO 9001:2015 Certified Institution)



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 12.08.2023

PLAN OF ACTION	ACTION TAKEN
The Principal discussed the action plan for the academic year 2023-2024	All the departments have been prepared and submitted the following, 1. Academic Schedule 2. Lesson Plan 3. Course Material 4. Placement Schedule.
Quality circle	A quality circle called IQAC has been established to assess internal audit.
The Committee recommended that HODs encourage staff members in their departments to take parts in various Faculty development program	The majority of the workers from different departments have taken FDP at different institutions.
All HODs were contacted by IQAC members to arrange Value-added courses for the students.	In all disciplines, value added courses for the students were offered.
Members of the committee insisted on carrying out the routine Academic and Administrative Audit.	The routine Academic and Administrative Audit was completed and the Principal was consulted.
The Principal insisted the Training & Placement cell to strengthen the number of placements by bringing more number of reputed companies for On-campus placement drives.	Students were placed in reputed companies.

P.N. Razhuvath

PRINCIPAL
PRINCIPAL

A.R.J. COLLEGE OF ENGG. & TECH
EDAYARNATHAM, MANNARGUDI.

