

INTERNAL QUALITY ASSURANCE CELL Minutes of IQAC Meeting (Academic Year: 2023-2024)

Date:16/04/2024

A meeting to review the activities done by IQAC and to propose the future initiatives for the betterment of the institution held at the board room on 16/04/2024 from 10.30 a.m., to 12.00 p.m. to discuss the following agenda in presence of the following members.

AGENDA:

Agenda 1: Review on the activities done by IQAC for the academic year 2023-2024

Agenda 2: Discussion about the initiatives for the betterment of the institution for Academic Year 2023-2024

Agenda 3: ERP Updated in all aspects including academic, library, etc for the academic year 2023-2024

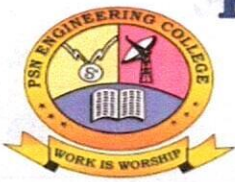
Agenda 4: To conduct more academic and non-academic activities and also ensure the submission of documents for the corresponding events for the academic year 2023-2024

Agenda 5: Up gradation of IQAC cell .To conduct NSS activities; 20 activities(internal and external) and a camp for the academic year 2023-2024

Agenda 6: To encourage and motivate the students to participate in inter institutional / Zonal / National sports activities

Program Schedule

10.30 -10.35	Welcome address and Introductory Remarks by Dr. M. S. Ravikumar, Principal & Chairperson IQAC, PSNEC
10.35-10.40	Address by Dr. N. Prabhu, Director, PSNEC
10.40-11.40	IQAC Presentation by Dr. G. Satish Pandian, Director-IQAC, PSNEC <ol style="list-style-type: none">1. Confirmation of last IQAC minutes of meeting held on 16/04/20242. Action taken status on suggestions of last IQAC meeting3. Chairman Congratulated the IQAC team.4. New Qualitative Initiatives proposed are



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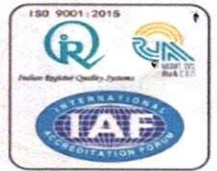
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(Approved by AICTE and Affiliated to Anna University)

Recognized by 'UGC' under section 2(f)

Accredited by NAAC with 'A' Grade

Melathediyoor, Tirunelveli District, Pin - 627 152.



E-mail : principalpsnec@gmail.com
989psnec@gmail.com

Website : www.psnec.ac.in

☎ : 04634 - 279079, 94425 91131
Fax : 04634 - 279078, 279681

	<ul style="list-style-type: none"> i) ERP Updated in all aspects including academic, library, etc., ii) To endorse minimum 2 MOU's per department with the reputed institute or industry 5) To conduct more academic and non-academic activities and also ensure the submission of documents for the corresponding events .To concentrate on institutional infrastructure and maintenance 6) Up gradation of IQAC cell .To conduct NSS activities for the academic year 2023-2024 7) To encourage and motivate the students to participate in inter institutional / Zonal / National sports activities.
11.40-11.55	Suggestions from the IQAC members for Quality Enhancement of academic and non-academic activities.
11.55-12.00	Vote of Thanks by Dr. G. Satish Pandian, Director(IQAC),PSNEC

Members Present

Dr. M.S. Ravikumar, Principal, Chairperson

Dr. N. Prabhu, Director

Dr. G. Satish Pandian, Director-IQAC

Mr. S. Mohanraj, AO, Management Representative

Ms. Anitha, HOD, CSE

Mr. R.Robin jesubalan, HOD,ECE

Mrs.Tharik Nazeem, HOD, IT

Dr. T.Livingston HOD, Mech & Auto

Mrs. A.Thangapoo, HOD, MBA

Mrs. S.Mispa Brown, HOD, Civil

Mr. Kumarasamy, HOD, S&H

Mr. S.Pravin, HOD, Automobile



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Mr. Agustin, PED

Mr. Iyapan, Boys Hostel Deputy Warden

Ms. Uma devi, Girls Hostel Deputy Warden

Mr. J. Deodin Isaac, Alumni Representative

Mr. Ramakrishnan, Local Body Member

Mr. T. Paramamuthu, Office Superintendent

Mrs. B. Komalavalli, Librarian

Meeting started with a welcome note by Dr. M. S. Ravikumar, Principal, followed by Dr. G. Sathish Pandian, Director IQAC gave presentation on objectives of IQAC which include basic purposes, activities of IQAC. There by the Chairperson enquired about the works done so far and asked the members to plan the activities for the next 6 months.

Chairperson congratulates the faculty members for obtaining NSS unit approval, motivated to conduct more NSS program regularly. Also, the chairperson congratulates the whole faculty team for the efforts in conduct of college annual day, sports day, International Conference and other academic and non academic activities during the Academic Year 2023-2024.

The following resolutions were made.

Agenda 1: Review on the activities done by IQAC for the academic year 2024-2025.

Resolution:

The events to be conducted are as follow:

Agenda 2: Discussion about the future initiatives for the betterment of the institution.

Resolution: The Members of IQAC

- To concentrate more on Paper Publication, Fund related projects, Patents, etc.

Agenda 3: To endorse minimum 2 MOU's per department with the reputed institute or industries
The meeting was concluded with the vote of thanks by the Director of IQAC.



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- Proposed to conduct MOU's on each department.

Agenda 4: To conduct more academic and non-academic activities and also ensure the submission of documents for the corresponding events for the Academic Year 2024-2025

- To concentrate on institutional infrastructure and maintenance.

Agenda 6: To conduct NSS activities for the academic year 2024-2025

Agenda 7: To encourage and motivate the students to participate in inter institutional / Zonal / National sports activities.

Action points are essential for moving things forward between meetings and provide a focus both for the closing of one meeting and the opening of the next meeting. The entire actions are discussed during the academic year 2024-2025.

Director (IQAC)

Dr G Satish Pandian
Professor of Mech & Auto
Director - IQAC
PSN Engineering College,
Tirunelveli 627152

Principal

Dr. M.S. RAVIKUMAR
Principal
PSN ENGINEERING COLLEGE
Melathedyoor, Palayamkotta
Tirunelveli - 627 152



INTERNAL QUALITY ASSURANCE CELL(IQAC)

Date:16.04.2024

The Internal Quality Assurance Cell (IQAC) is established in PSN Engineering College' (PSNEC) on 16.4.2024 as per the guidelines of the National Assessment and Accreditation Council to realize the goals of quality enhancement by developing a system for conscious, consistent and catalytic improvement in academic, administrative, and professional functioning of the university. The IQAC is responsible for ensuring robust and effective quality assurance policies and procedures to maintain high academic standards of the college. It is actively engaged in assuring high quality teaching, learning and research practices in the university by creating accountable and transparent system for the students, faculty, administrative staff, funding agencies, other stakeholders and the society. It manages key quality assurance processes including periodic internal and external reviews and audits, annual quality assurance reports, annual reports, environment audit reports, filing cases for university rankings and ratings, stakeholders' feedback reports and any other responsibility entrusted by the college. The IQAC of PSNEC practices organizing seminars, webinars, open forums, special talks and other programs for faculty, administrative staff and other stakeholders of the university to update, review and monitor the latest happenings in the academic disciplines. The Cell documents various activities of the college and reports follow up actions on infrastructural resources, enabling ambience for teaching, learning and associated academic research activities to the college. The Cell is a key component of the college to attain excellence and ensure long lasting quality and uninterrupted up-gradation in all the aspects of academic, administrative and professional domains.

INTERNAL QUALITY ASSURANCE CELL(IQAC) of PSNEC is established on 16.4.2024, by our Principal Dr. M.S.Ravikumar. The first meeting was held on 16.4.2024 and the members are identified on the same day.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic,

- administrative and financial tasks;
- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up j)

Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits

IQAC will facilitate / contribute to

- a) Ensure clarity and focus in institutional functioning towards quality enhancement;

- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

The IQAC constituted in this institution under the chairperson of the Head of the Institution with heads of key academic and administrative units and a few teachers and distinguished educationists and representatives of the local management as members.

The composition of the IQAC for the year 2023-2024 is as follows

1. Dr. M. S. Ravi Kumar (Chairperson)
2. Ms.Anitha (CSE), Ms.Parvathi(Mech&Auto), Mr.S.Pravin(Automobile),
Mr.Kumarasamy.(S&H), Mr.Robin jesubalan(ECE),Mr.T.Livingston(Mech),Mr.Mispa
brown(Civil), Mrs.Thangapoo(MBA),Mrs.Tharik Nazeem(IT)
3. Mr. S. MohanRaj(Management Representative)
4. Mr. T.Paramamuthu(Office Superintendent)
5. Mr. Muthu Krishnan, Local Body Member), Antony Roshan. (Student), Deodin
Issac (Alumni)
6. NNN Solution, Chennai(Employer)
7. Mr.G.Sathish Pandian(Co-Ordinator,IQAC),Dr.N.Prabhu(Director)

PRINCIPAL
PSN Engineering College
Melathediyoor, Palayamkottai
Tirunelveli District - 627 452