



SANKAR POLYTECHNIC COLLEGE , SANKARNAGAR – 627 357
(Government Aided Autonomous Institution Approved by AICTE and Affiliated to
DoTE Chennai)

Department of Electrical and Electronics Engineering
Academic Year 2023-24
Program Assessment & Quality Improvement Committee

Sl. No	Name of the Member	Position
1	Mr.I.Saravanan, Head of the Department, Department of Electrical and Electronics Engineering.	Chairperson
2	Mrs.V.Vimala Lecturer, Department of Electrical and Electronics Engineering.	Convenor
3	Mrs.P.Nagalakshmi Kanna, Lecturer, Department of Electrical and Electronics Engineering.	Member
4	Mrs.K.Pattu, Lecturer, Department of Electrical and Electronics Engineering.	Member
5	Mr.S.Selvaraj, Lecturer, Department of Mechanical Engineering.	Member
6	Mrs.N.Karpagam, Lecturer, Department of Maths.	Member
7	Mrs.K.Ramamani, Lecturer, Department of Physics.	Member
8	Mrs.A.Banumathi, Lecturer, Department of Chemistry.	Member

Convenor
Mrs.Vimala V
Lect/EEE

HoD/EEE
Mr.Saravanan I
HOD/EEE

The Minutes of the meeting

1. Discussed in the topics of teaching learning process, industry – institute interactions, PO and PSO attainment calculation, Student participation, Faculty contributions to the department, new facilities created in the department, continuous improvement, training and placement and Budget allocation and utilization.
2. Department Vision, Mission, PEOs, PSOs Revision based on Stakeholders Suggestions
3. Outcome based Teaching and Learning :
 - (i) Formulation of New Syllabus by considering Curricular Gap and content beyond syllabus, Industrial Needs.
 - (ii) Action taken for slow learners and bright students,
 - (iii) Question paper quality improvement
 - (iv) Outcome of Academic audit
 - (v) students projects Institute – Industry Interactions and its impact - Internship & In-Plant Training
4. Outcome based Assessment:
 - (i) Attainment of COs, POs, PSOs with program effectiveness
 - (ii) Proposed methodologies to set target attainment for CO
 - (iii) Initiatives for adding Co-Curricular and Extra-Curricular activities towards CO attainment Student Performance: Enrollment ratio, Academic Performance, Placement, Higher studies, Entrepreneurship details, Improvement of Student Participation: Inter-Institute events and online course. Students Publications Professional Societies and Implementation of Technical Association
5. Faculty Information: SFR, Qualification, Faculty Retention, Implementation of the following Membership in Professional societies, Faculty as resource persons, Participations, online course, event organized and Research and Development activities
6. Facilities and Technical Support:

Laboratory details, Supporting staffs details, additional facilities created and utilization, Lab maintenance details, Project lab, Continuous Improvements, Training and Placement Progress, Feedback Analysis (Student / Parent / Alumni / Recruiters / Employee), Budget allocation and Utilization (2022-23)



Prepared by

Mrs.V.Vimala

PAQIC Convenor / EEE



Reviewed by

Mr.I.Saravanan

HoD/EEE



Approved by

Principal