



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 2024-25

Program Assessment & Quality Improvement Committee (Revised)

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.S.Priyadharsini, Lecturer, Department of Electrical and Electronics Engineering.	Member
5	Mr.A.Guna, Lecturer, Department of Electrical and Electronics Engineering.	Member
6	Mr.S.Selvaraj, Lecturer, Department of Mechanical Engineering.	Member
7	Mrs.S.Kanagavalli, Lecturer, Department of English.	Member
8	Mrs.U.Selvi, Lecturer, Department of Maths.	Member
9	Mrs.P.Subbulakshmi, Lecturer, Department of Physics.	Member
10	Mrs.A.Banumathi, Lecturer, Department of Chemistry.	Member


Convenor


HoD/EEE

The agenda of the meeting

Sl.No.	Topics to present	Faculty In-charge	Time
1	Review of Previous meeting and action taken (PAQIC)	Mr. I. Saravanan	10.00 – 10.10 AM
2	Implementation of Revised Department Vision, Mission, PEOs, PSOs and Disseminated among Stakeholders.	Mrs. V. Vimala	10.10 – 10.20 AM
3	Outcome based Teaching and Learning Process Implementation	Mrs.S.Priyadharsini	10.20 – 11.00 AM
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	Mr.A.Guna	11.00 – 11.30 AM
5	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	Mrs.A.Banumathi	11.30 – 11.45 AM
6	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	Mrs. P. Nagalakshmi Kanna	11.45 – 12.15 PM
7	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 (2024-25)	Mrs.P.Subbulakshmi, Mrs.U.Selvi & Mrs.S.Kanagavalli.	12.15 – 01.00 PM

1. REVIEW OF PREVIOUS MEETING (PAQIC)

Presenter: Mr. I. SARA VANAN, HOD / EEE

- The member suggestions from the previous PAQIC meeting was 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 Carrier guidance cell activities, and Budget allocation and utilization.

2. IMPLEMENTATION OF REVISED DEPARTMENT VISION, MISSION, PEOS, PSOS AND DISSEMINATED AMONG STAKEHOLDERS.

Presenter: Mrs. V. Vimala, LECT/EEE

The process of refining the vision and mission statements were discussed according to outcome based education.

3. OUTCOME BASED TEACHING AND LEARNING PROCESS IMPLEMENTATION

Presenter: Mrs.S.Priyadharsini , LECT /EEE

The teaching learning process was reviewed. The question papers with blooms taxonomy level were asked to be implemented and Assignments were asked to be planned according to the course Outcome. Rubrics were asked to be formed for assignments and Laboratory courses

4. OUTCOME BASED ASSESSMENT

Presenter: Mr. A. Guna, LECT / EEE

1. CO attainment and PO-PSO attainment of Batch 2020-2024 have been presented.
2. The attainment of PO & PSO were compared with previous batches and the target for next batch is discussed.

5. STUDENT PERFORMANCE:

Presenter Mrs.A.Banumathi /EEE

- Presented the student enrolment ratio, academic performance, Placement, Higher studies, Entrepreneurship details and presented students participation in Inter-institute events and online courses, student's publications.
- Presented the Department Association activities.

6. FACULTY INFORMATION:

Presenter: Mrs. P. Nagalakshmi Kanna Lect/EEE

- Presented the student faculty ratio, Faculty qualification, Cadre Proportion, Adjunct Faculty and faculty retention details.Faculty were asked to participate in various events for updating their knowledge in the recent trends.

7. FACILITIES AND TECHNICAL SUPPORTS:

Presenter: Mrs.P.Subbulakshmi, Mrs.U.Selvi & Mrs.S.Kanagavalli.

- Presented laboratory details, supporting staff's details, additional facilities created and utilization, lab maintenance details and Project lab.

- Presented Actions Taken Based on the Results of Evaluation of the Cos, PO's and PSO's Attainment
- Presented the last year placement and current final year placement details
- Presented the training details given to the students
- Feedback collection process were framed
- The laboratory wise budget allocation and utilization has been presented..



Prepared by

Mrs. V. Vimala

PAQIC Convenor / EEE



Reviewed by

Mr. I. Saravanan

HoD/EEE



Approved by

Principal