



PGP COLLEGE OF ENGINEERING AND TECHNOLOGY

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

NH-44, Namakkal - Karur Main Road, Namakkal - 637207, Tamil Nadu



Ref: IQAC/2024-25/CIR/01

Date: 05.07.2024

Internal Quality Assurance Cell

Circular

A circular was issued to all IQAC members inviting them to the first meeting of the academic year 2024–25 with the draft agenda and necessary documents.

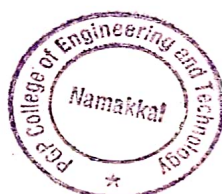
Date: 15 July 2024

Time: 11:00 AM – 1:00 PM

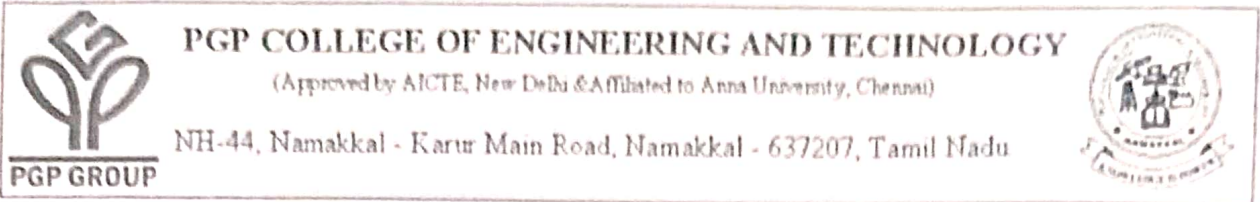
Venue: Conference Room, Administrative Block

Chairperson: Dr. V.Kavitha, Principal & Chairperson, IQAC

Convener: Dr. R. Banupriya, IQAC Coordinator



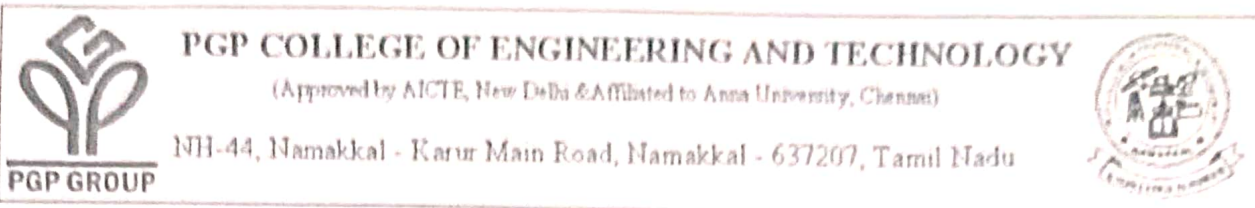

Principal
PRINCIPAL
PGP College of Engg. & Technology,
Namakkal - 637 207.



Internal Quality Assurance Cell

Agenda of IQAC Meeting (July 2024 to October 2024)

1. Review of AQAR 2023–24 Preparation
2. Planning of Academic and Co-curricular Calendar
3. Proposal for New Certificate/Add-on Courses
4. Enhancing Industry Collaboration & Internship Programs
5. Preparation for NAAC Peer Team Visit
6. Budget Allocation for Quality Initiatives
7. Any Other Matter with the Permission of the Chair



Internal Quality Assurance Cell

Venue : IQAC office

Date & Time : 15.07.2024 & 11:00 AM – 1:00 PM

Agenda 1- AQAR Preparation:

Draft reviewed; to be finalized and submitted by 31 August 2024.

Agenda 2- Academic Calendar:

Draft shared; final to be approved by 31 July 2024.

Agenda 3- Certificate/Add-on Courses:

Courses in Data Science, Communication, and Entrepreneurship proposed. Department outlines due 15 August 2024.

Agenda 4- Industry Collaboration:

Internship Cell to contact five new partners; review in October meeting.

Agenda 5- NAAC Visit:

Orientation by 5 September; mock visit by 30 September 2024.

Agenda 6- Budget Proposal:

Rs. 5 lakh proposed for training, ICT, green campus. To be submitted by 20 July 2024.

Agenda 7- Newsletter Launch:

First issue to be released in October 2024.

6. Next Meeting Schedule

Date: 20 October 2024

Time: 11:00 AM

Venue: Conference Room, Admin Block

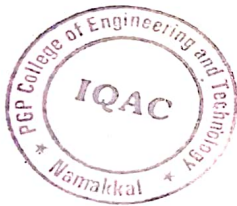
Meeting adjourned at 1:00 PM

Prepared by: Dr. R.Banupriya , IQAC Coordinator

Approved by: Dr. V.Kavitha, Principal & IQAC Chairperson

Copy to:

IQAC File
Dean (AA),
Correspondent,
Chairman office




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