



THANTHAI PERIYAR
GOVERNMENT INSTITUTE OF TECHNOLOGY,
VELLORE-02.



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE IQAC MEETING

Date : 06 August 2026
Venue : Principal's Chamber
Academic Year : 2026–2027
Meeting Mode : Physical meeting with online participation by the External Member
Google Meet : <https://meet.google.com/for-eues-cap>

Members Present

The meeting was attended by the Principal, Heads of all Departments, IQAC Coordinator and IQAC coordinators. An external professor participated through Google Meet.

Agenda

- IQAC Action Plan for 2026–2027
- Academic audits
- MoU activities
- Use of Google Classroom
- Department Academic Societies
- Participation of external experts
- Quality documentation and academic improvement

Minutes of the Meeting

- The IQAC meeting was held on 06 August 2026 at the Principal's Chamber. The Principal and all Internal members discussed the proposed IQAC Action Plan for the academic year 2026–2027 and the activities to be carried out by each department.
- The members discussed the effective implementation of MoUs through guest lectures, workshops, internships, industrial interaction, training and other academic activities. Departments were advised to maintain proper records of all MoU-related activities.
- The conduct of Odd Semester and Even Semester Academic Audits was also discussed. Departments were instructed to keep course files, academic records, attendance, assessment records, CO–PO/PSO mapping and other relevant documents updated for the audits.
- The members emphasized the effective use of Google Classroom for sharing learning materials, assignments, announcements and other academic information with students.
- It was also discussed that each department has initiated an Academic Society to encourage students to participate in technical and academic activities. The societies will organize seminars, guest lectures, workshops, technical competitions, project presentations and other student development activities. Departments were advised to maintain proper documentation of these activities.



THANTHAI PERIYAR
GOVERNMENT INSTITUTE OF TECHNOLOGY,
VELLORE-02.



INTERNAL QUALITY ASSURANCE CELL

- The participation of external professors and subject experts in academic activities was also discussed. External experts may be involved in guest lectures, academic audits, project reviews, workshops and other quality improvement activities. External expert member Dr.S.V.Kokilavani, Professor/DCSE & Dean(Academics and Research), National Institute of Technical Teachers Training and Research, Chennai 600113 participated in the present meeting through Google Meet.
- The Principal emphasized the importance of maintaining proper IQAC and NAAC-related documentation and ensuring timely completion of all planned activities.

Decisions Taken

1. The IQAC Action Plan for 2026–2027 will be implemented by all departments.
2. Departments will effectively utilize existing MoUs for academic and student development activities.
3. Odd and Even Semester Academic Audits will be conducted as planned, with all required records maintained.
4. Resolved that all academic departments must integrate modern pedagogical tools (Flipped Classrooms, Project-Based Learning, and Simulation software) into daily academic delivery..Google Classroom and other Online Learning Management Systems will be used effectively for student academic activities.
5. All departmental Academic Societies will actively conduct academic and technical activities.
6. External professors and experts will be involved wherever appropriate.
7. Departments will maintain proper evidence and documentation for IQAC and NAAC requirements.
8. The IQAC will periodically review the progress of the activities.
9. Approved the implemetation of a structured **360-Degree Feedback System** collecting inputs from Students, Peer Faculty from AICTE.
10. Agreed to conduct external environmental assessments (Green Audit, Energy Audit, and Environment Audit). Formally constituted the **Green Club** to drive student engagement in campus sustainability, native tree plantation, and waste management drives.
11. Approved the installation and implementation of a **Biogas Plant** utilizing wet food waste from the campus mess/canteen to produce renewable energy. Authorized a comprehensive Energy Audit to identify potential energy-saving avenues across department laboratories and campus lighting.
12. Resolved that every academic department shall establish an **Industry Advisory Board (IAB)** comprising industry experts, domain leaders, and alumni. The IAB will meet biannually to review laboratory upgrades, elective offerings, and skill-development workshops
13. Instructed departments to establish or reactivate student chapters under recognized professional bodies (e.g., IEEE, CSI, ISTE, ASME). Each department must organize at least two flagship activities under these chapters per semester.



THANTHAI PERIYAR
GOVERNMENT INSTITUTE OF TECHNOLOGY,
VELLORE-02.



INTERNAL QUALITY ASSURANCE CELL

14. Approved an annual **Faculty Excellence Award** policy. Faculty members securing research grants, publishing in SCI/Scopus-indexed journals, obtaining patents, or demonstrating outstanding academic performance will be formally felicitated during the Annual College Day with cash awards and commendation certificates.
15. Resolved to organize a multi-disciplinary **National Conference** coordinated jointly by the engineering and science departments under the aegis of the IQAC. Funding applications will be submitted to government funding bodies (e.g., AICTE, DST, CSIR).

The Principal appreciated the participation and suggestions of all members and emphasized the need for coordinated efforts to improve academic quality and student development. The meeting concluded with a commitment to implement the planned IQAC activities effectively during the 2026–2027 and upcoming academic years.

Prepared by:
IQAC Coordinator

Approved by:
IQAC Chairman

IQAC Internal Members:

1. Dr.B.Senthil Murugan ,
Associate Professor,
Department of ECE.
2. Dr.P.Vijayalakshmi ,
Assistant Professor,
Department of Mechanical Engineering.
3. Dr.R.Sudha ,
Assistant Professor,
Department of EEE.
4. Dr.K.Sadhana ,
Assistant Professor,
Department of Civil Engineering.
5. Dr.N.Kalaivasan ,
Professor[CAS],
Department of Chemistry.
6. Mr.K.Thirunavukkarasu,
Assistant Professor[Consolidated],
Department of Computer Science & Engineering.