A.V.C.COLLEGE OF ENGINEERING

DEPARTMENT OF INFORMATION TECHNOLOGY

Dr. A.Arulmurugan, M.Tech, Ph.D
HOD -IT

Date: 07/10/2024

Submitted to Principal

Sub: Requesting permission to constitute the Programme Advisory Committee and conduct the meeting – reg.

Respected Sir,

The department needs to constitute a Programme Advisory Committee for the academic year 2024 – 2025. Owing to this I have selected a set of eminent personalities from various backgrounds. Hereby I have attached the list of members for your kind perusal.

S.No	Name	Position	Designation Details
1.	Dr. P. Balasubramanian, M.E, Ph.D	Chairman	Principal, A.V.C College of Engineering, Mannampandal, Mayiladuthurai
2.	Dr. A.Arulmurugan, M.Tech, Ph.D	Convener	Associate Professor and Head - IT, A.V.C College of Engineering, Mannampandal,Mayiladuthurai
3.	Mrs. K.Aruna M.E.,	Member	Assistant Professor - IT, A.V.C College of Engineering, Mannampandal, Mayiladuthurai.
4.	Dr. R. Saminathan	Member	Professor -CSE, Annamalai University, Chidambaram.
5.	Mrs. Dhanvarshini	Member	CEO, Varsharthi Tech Solution
6.	Mr. M. Vishnuram	Member	Alumnus of B.Tech IT

Now, I request your permission to constitute the Programme Advisory Committee with the above said members and conduct the PAC meeting in the last week of October 2024.

Approval from Principal:

HOD - IT

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|Affiliated to Anna University, Chennai|| Approved by AICTE, New Delhi|
|Re-Accredited by NAAC with 'B++'grade (2ndCycle) || An ISO 9001:2015 Certified Institution|
Mannampandal, Mayiladuthurai, Mayiladuthurai District, Tamilnadu- 609 305.
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Department of Information Technology

Date: 21.10.2024

CIRCULAR

The members of the Programme Advisory Committee are asked to attend the meeting scheduled on 29.10.2024 at 10:30 a.m. in the IT Seminar Hall, Department of Information Technology.

AGENDA

- Review of the Vision and Mission of the Department of Information Technology
- Discussion on Program Outcomes (POs), Course Outcomes (COs), and Program Educational Objectives (PEOs)
- Review of the progress of NBA and NAAC documentation work
- Measures to enhance students' employability skills
- Initiatives to support entrepreneurship development among students
- Strategies to strengthen Industry–Institute Interaction activities
- Facilitation of various co-curricular activities for the overall development of students
- Discussion on faculty publications and research contributions
- Review of the impact of the Naan Mudhalvan Course
- Discussion on Regulation R2021 syllabus and laboratory equipment requirements
- Analysis of University results and evaluation of the teaching–learning process
- Review of student participation in GATE, NPTEL Courses, and other competitive examinations and certification programs

CONVENER

Copy To:

- ✓ All members of PAC
- ✓ Principal – This is for kind information.
- ✓ File

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Department of Information Technology

Date: 29.10.2024

MINUTES OF THE PROGRAMME ASSESSMENT AND QUALITY IMPROVEMENT COMMITTEE

Minutes of the Programme Advisory Committee meeting was convened on 29.10.2024 at 10.30 am in the IT Seminar Hall, Department of Information Technology to discuss the points mentioned in the agenda. The following members were present.

S.No	Name and Designation	Position	Signature
1.	Dr. P. Balasubramanian, M.E, Ph.D Principal, A.V.C College of Engineering, Mannampandal, Mayiladuthurai.	Chairman	
2.	Dr. A.Arulmurugan, M.Tech, Ph.D Associate Professor and Head - IT, A.V.C College of Engineering, Mannampandal, Mayiladuthurai.	Convener	
3.	Mrs. K.Aruna M.E., Assistant Professor - IT, A.V.C College of Engineering, Mannampandal, Mayiladuthurai.	Member	
4.	Dr. R. Saminathan Professor -CSE, Annamalai University, Chidambaram.	Member	
5.	Mrs. Dhanvarshini CEO, Varsharthi Tech Solution	Member	
6.	Mr. M. Vishnuram (Alumnus of B.Tech IT)	Member	

The Chairman welcomed all the members present and thanked them for their valuable presence and active participation in the meeting.

The following points were discussed, and resolutions were made based on the suggestions provided by the committee members:

- The Convener reviewed the minutes and action points of the previous meeting with the members.

- The Convener presented the progress of NAAC-related activities to the PAQIC members.

• Faculty members were encouraged to enhance students' knowledge beyond the prescribed syllabus and conduct additional experiments to fulfill the Programme Educational Objectives (PEOs).

• The Programme Assessment and Quality Improvement Committee confirmed the Vision and Mission statements of the Department of Information Technology.

• The Programme Outcomes (POs) of the IT Department were discussed in consultation with stakeholders including students, faculty members, alumni, industrial experts, and parents. The committee also verified the alignment of the POs with the Graduate Attributes defined by NBA.

• The mapping of Course Outcomes (COs), Programme Outcomes (POs), and Programme Educational Objectives (PEOs) was reviewed.

• The Outcome-Based Education (OBE) methods adopted in the department were reviewed and discussed.

• Records related to faculty members' participation in NPTEL examinations were presented before the Chairman.

• The status of faculty research activities, completion progress, publications in reputed journals, and submission of funding proposals were reviewed for further improvement.

• The advisory members emphasized organizing invited talks on recent and emerging topics by eminent industry experts and alumni.

• Measures to improve students' preparation and performance in GATE examinations were discussed.

• Laboratory requirements and the elective course lists under vertical slots in the Anna University Regulation 2025 syllabus were discussed.

• Students' performance in Anna University examinations, participation in government-organized skill development courses, placement activities, and internship opportunities were reviewed and discussed.

The committee members shared their valuable suggestions and views during the meeting. The meeting concluded at around 1:00 p.m., and it was decided to conduct the next meeting in October 2025.

CONVENER