CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY, KARUR

Department of Electronics and Communication Engineering

Programme Assessment and Evaluation Committee (PAEC) Meeting-I

Ref.: ECE/PAEC/2024-25/01   Date: 07.10.2024

The Minutes of the meeting of the Programme Assessment and Evaluation (PAEC) Committee.

The Head of the Department conducted a meeting with Programme Assessment and Evaluation Committee Members on 04.10.2024 (Thursday) at 11.00 AM in the C Block Seminar Hall and discussed the following points.

The Convener Dr.M.Kumar welcomed the PAEC Members for the PAEC Meeting-I and reiterated the agenda of the meeting. The Members Present are:

S.No.	PAEC Members	Designation
1.	Dr.M.Kumar	Professor & Head, Department of ECE, Chettinad College of Engineering and Technology
2.	Mr. R.Rajkumar	Associate Professor, Department of CSE, Chettinad College of Engineering and Technology
3.	Mr.N.Murugesan	Assistant Professor, Department of MBA, Chettinad College of Engineering and Technology
4.	Mrs.S.Suguna	Assistant Professor/Maths, Chettinad College of Engineering and Technology
5.	Dr.M.Mahesh	Associate Professor, Department of ECE, Chettinad College of Engineering and Technology
6.	Mr.P.Selvan	Associate Professor, Department of ECE, Chettinad College of Engineering and Technology
7.	Mr.M.Prabhakaran	Assistant Professor, Department of ECE, Chettinad College of Engineering and Technology
8.	Ms.D.Ragavi	Assistant Professor, Department of ECE, Chettinad College of Engineering and Technology
9.	Mrs.A.Karthikeyani	Assistant Professor, Department of ECE, Chettinad College of Engineering and Technology

The Meeting Agenda is as follows:

- Review of Previous Meeting
- Dissemination of Vision, Mission, PEOs, and PSOs
- Evaluation of Program Effectiveness
- Teaching and Learning Practices
- Result Analysis of the 2023-24 Even Semester
- Analysis of PO and PSO Attainment for the Even Semester of 2023-24
- Research and Development , Faculty Participation
- Encouragement of Projects, Working Models, and Research Initiatives:
  - Paper Publications and Presentations
- Proposed Changes or Revisions (if any)

1. Review of Previous Meeting		(Dr.M.Kumar, Prof. & Head/ECE)
Points discussed by the PAEC Members	**Suggestions given by the PAEC Members**	**Remarks with Target Date and Responsibility**
The Convener, Dr. M. Kumar, Presented The Following Key Points During The Meeting: • As per the recommendations made during the PAEC Meeting-II (2023-24), he gave a comprehensive presentation on the implemented areas as follows: ❖ A six-day VLSI Level-I hands-on training program conducted by TARAS Solutions, Bangalore (III ECE). ❖ Industrial Internet of Things 4.0 hands-on training (II ECE). ❖ ZOHO Young Creators program conducted by the Entrepreneurship Development Cell (IV ECE). ❖ Examination of curriculum gaps and appropriate measures taken to address them. ❖ Increased student participation in inter-college events. ❖ Growth in SCI/UGC CARE/peer-reviewed journal publications. ❖ Higher faculty participation in FDPs	Convener suggested increasing the number of conducted events in the future for mentioned areas	**Target Date:** Continuous **Responsible Person:** All Faculty Members

• and workshops.		
❖ Technical contests conducted for all years.		
❖ Highlighted that nine students received free internships from TARAS Solutions in the VLSI domain based on their assessment and performance.		

2. Dissemination of Vision and Mission of the department   (Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Emphasized on aligning academic and research activities with the department's vision and mission.	Convener asked faculty members to ensure that teaching methodologies and project-based learning reflect departmental goals	**Remarks:** Maintain documentation of all efforts taken for dissemination and alignment with accreditation requirements (NBA, NAAC) **Target Date:** Continuous **Responsible Person:** All faculty members

3. Evaluation of Program Effectiveness   (Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Highlighted the strategies adopted to enhance the quality of the Teaching-Learning Process, support mechanisms for academically slow learners, and initiatives to encourage bright students. Also, summarized the student feedback on the Teaching-Learning process.	Dr. M. Mahesh suggested conducting peer learning, remedial classes, and mentoring programs for slow learners more effectively as per the Principal's direction	**Target Date:** Continuous **Responsibility:** All faculty members

4. Teaching and Learning Practices   (Mr.P.Selvan, ASP/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• **Curriculum Gap and Content Beyond Syllabus(CBS):** Suggested that, for Regulation-2021 ❖ EC3401-Networks and Security	The list of subjects requiring content beyond the syllabus was discussed, along with the relevant topics and their correlation with subject effectiveness	**Remarks:** The subject in-charges were asked to submit a plan for conducting CBS topics

		Target Date: February 2025
❖ CEC352-Satellite Communication Subjects, additional content beyond the syllabus is necessary due to its significance in enhancing conceptual understanding and industry relevance.		**Responsibility**: Concern subject incharges
• Value Added Courses and Naan Mudhalvan Courses: ❖ Presented the details of Value Added Courses conducted and the Naan Mudhalvan course electives chosen by the students	• Suggested to conduct Value Added Course (VAC) on SystemVerilog and Networking • Recommended that after completing the VAC, conduct any contest relevant to the course conducted	**Target Date:** On Reopening Day **Responsibility**: Faculty Members

5. Result Analysis for 2023-24(Even Semester)　　　　(Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Reviewed overall student performance, highlighting pass percentages, subject-wise strengths, and areas of concern	Suggested to conduct additional classes on Low percentile subjects in the next academic year	**Target Date:** Continuous **Responsibility:** Concern subject Incharge

6. Analysis of PO and PSO Attainment for the Even Semester of 2023-24
　　　　　　　　　　　　　　　　　　　　(Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Reviewed the attainment levels of POs and PSOs for the academic year 2023-24 Even Semester and the action taken for improvement.	Requested to identify the steps for improving the attainment	**Remarks:** Need to make plan for active learning methods **Target Date:** July 2025 **Responsibility:** All Faculty Members

7. Research and Development , Faculty Participation　　　(Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Discussed faculty participation in Faculty Development Programs (FDPs), Training Activities, Short-Term Training Programs (STTPs), and research contributions, including publications in indexed journals.	• Suggested to apply for more grants from the funding agency	**Target Date :** Continuous **Responsibility:** All Faculty Members

8. Encouragement of Projects, Working Models, and Research Initiatives
　　　　　　　　　　　　　　　　　　　　(Dr.M.Kumar, Prof. & Head/ECE)

Points discussed by the PAEC Members	Suggestions given by the PAEC Members	Remarks with Target Date and Responsibility
• Presented the details of projects displayed in the Mini Project Expo and the working models available in the department. Additionally, insisted that department faculty members to encourage students to apply for patents for their research projects	All faculty members are requested to provide guidance and emphasize the importance of applying for research grants, patents, and journal publications among students.	**Target Date :** Continuous **Responsibility:** All Faculty Members

10. Proposed Changes or Revisions (if any) provided by the PAEC Members:

- Dr. M. Kumar, Professor & Head of ECE, verified the Course Coordination Committee meeting minutes, content beyond the syllabus, and lesson plans.
- Dr. M. Kumar, Professor & Head of ECE, informed that the IEI Student Chapter inauguration will take place in the upcoming semester.
- Mr. P. Selvan, ASP/ECE, enquired about the Internal Assessment analysis.
- Dr. M. Mahesh, ASP/ECE, advised faculty members to actively conduct practical exercises for Theory + Lab subjects.
- Mr. M. Rajkumar, ASP/CSE, recommended that the department to arrange AICTE-collaborated labs in nearby locations.
- Mr. N. Murugesan, AP/MBA, suggested including technical talks to help students become well-versed in group discussions, which will be useful during interviews.
- All PAEC members discussed NBA criteria and program file preparation.

Prepared by:	Approved by:
M. ꞓꞬꞬ 07/10/24	N. D 7/11/24

Copy to: 1. Circulate among all members for needful action

2. Department File

CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY, KARUR

Department of Electronics and Communication Engineering

Attendance Program Assessment and Evaluation Committee (PAEC) Meeting-I

Date: 04.10.2024

S.No.	Name of the Members	Designation	Organization/Institute	Signature
1.	Dr. M. Kumar	HOD/ECE	CNCET	
2	R. Raj kumar	ASP/CSE	CNCET	
3	MURUGESAN. N	AP/MBA	CNCET	
4	S. SUGUNA	AP/Maths	CNCET	
5.	Dr. M. MAHESH	ASP/ECE	CNCET	
6.	Mr. P. Selvan	ASP/ECE	CNCET	
7	Mr M. Prabhakaran	AP/EVE	CNCET	
8.	Ms. D. Ragavi	AP/ECE	CNCET	
9	Mrs. A. Karthi Keyani	AP/ECE	CNCET	

HoD/ECE