



AL-AMEEN ENGINEERING COLLEGE (AUTONOMOUS)

Karundevanpalayam, Nanjai Uthukkuli Post, Erode - 638104

Planning and Evaluation Committee (PEC)

Academic Year 2022-2023

Circular No : AEC / PEC / AY 2022 – 23 / 003

2nd February 2024

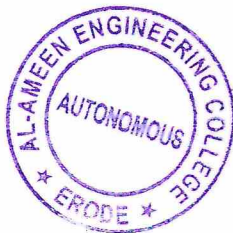
CIRCULAR

Dear Committee Members,

We wish to inform you that Planning and Evaluation committee meeting will be held on **06th February 2024 at 04:30 PM in our Principal's Chamber** to discuss the items cited under agenda. All the members are requested to attend the meeting and render your valuable suggestions.

Agenda

1. To monitor students' performance in respect to academic, innovative projects, research papers and soft-skill activities to assess progress.
2. To prepare files, documents and other back-up requirement for NBA accreditation.
3. Laboratory equipment service/calibration/purchase are to be reviewed.
4. Encouraging faculty members to attend FDPs, publish research works to become aware of latest trends and improve domain knowledge.
5. To look into teaching methodologies to bring changes if required.
6. To provide further impetus to Entrepreneurship development.
7. Any other relevant matter raised by the members



A.M.J. MD. ZUBAIR RAHMAN
02/02/24
PRINCIPAL

Dr. A.M.J. MD. ZUBAIR RAHMAN
M.E., M.S., Ph.D.,
PRINCIPAL
AL-AMEEN ENGINEERING COLLEGE
(AUTONOMOUS)
KARUNDEVANPALAYAM, ERODE - 638 104.

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AL-AMEEN ENGINEERING COLLEGE (AUTONOMOUS)

Planning and Evaluation Committee (PEC)

Academic Year 2023-2024

MINUTES OF THE MEETING

The Planning and Evaluation committee meeting was held on 06th February 2024 at 04:30 PM in our Principal's Chamber

Members Present

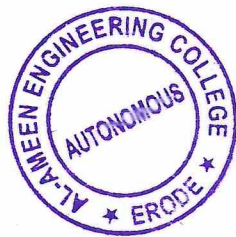
S.No	Name of the Member	Designation	Signature
1	Dr. A.M.J. Md. Zubair Rahman	Chairman	A.M.J.Md. Zubair Rahman 6/02/24
2	Dr. M. Mohamed Musthafa	Member Secretary	M. Mohamed Musthafa 6/2
3	Prof. V. Veeraramkumar	Member	Absent
4	Dr. N. Rameshkumar	Member	N. Rameshkumar 6/2/24
5	Dr. O. Cyril Mathew	Member	O. Cyril Mathew 6/2/24
6	Dr. R. Balusamy	Member	R. Balusamy 6/2/24
7	Dr. K. Sundareswari	Member	K. Sundareswari 6/2/24
8	Dr. G. Balaji	Member	G. Balaji 6/2/24

The Chairman of the committee welcomed and started discussions on the specified topics. After thorough considerations, the following suggestions were arrived.

- Apart from academic results, students' activities like paper presentation, project competitions, seminar, workshop, social activities and sports should be encouraged to develop their wholesome personality.
- All the academic and other related files are to be updated in accordance with the requirements of AQAR, NAAC and NBA.

- Laboratory equipment / software should be serviced/upgraded or replaced according to requirement.
- All faculties should update their domain knowledge and gain be familiar with latest technologies and accordingly they would be motivated to attend conferences, workshops and FDPs along with other learning opportunities like NPTEL etc.
- It was suggested that faculties should explore new methodologies of teaching to improve their effectiveness of teaching-learning.
- In accordance with the government initiative, we should prepare and motivate students for entrepreneurship through various entrepreneurship development programs, both governmental and non-governmental.

The Vote of Thanks was delivered by the coordinator of the committee.



A.M.J.M.
06/10/24
PRINCIPAL

Dr. A.M.J. MD. ZUBAIR RAHMAN
M.E.,M.S.,Ph.D.,
PRINCIPAL
AL-AMEEN ENGINEERING COLLEGE
(AUTONOMOUS)
KARUNDEVANPALAYAM, ERODE - 638 104.