



**ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES**  
**DEPARTMENT OF MECHANICAL ENGINEERING**

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Tirupati  
17.08.2022

**Circular**

This is to inform members of Internal Program Assessment Committee to attend meeting on 20.08.2022 with respective documents for evaluation/assessment of B. Tech batch 2017 - 21.

Internal Program Assessment Committee Portfolio:

#	Name	Portfolio
1	Mr. M Balaji	HOD
2	Dr. J. Venumurali	R&D Coordinator, PEO, PO, CO Mapping Coordinator
3	Mr. K Kumar	Program Coordinator [Final Year Project Coordinator, AMC Coordinator]
4	Mrs. S Nishanthi	Module Coordinator, AMC Coordinator
5	Mrs. S Praveena	PEO, PO, CO Mapping Coordinator
6	Mrs. M Sruthi	NPTEL Coordinator
7	Mr. K Vinay Kumar	Alumni Coordinator, NSS
8	Mr. K Rajasekar	Result Analyst
9	Dr. PC Elumalai	IQAC Coordinator, Placement Co-Ordinator
10	Mr. ME Annadorai	Alumni Representative

*M. Balaji*  
HEAD  
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20.08.2022

**MINUTES OF THE MEETING**

Meeting was conducted in Mechanical Engineering, CAD/CAM Lab at 10:30 AM.

Members Present are:

S.No	Name	Portfolio	Signature
1	Mr. M Balaji	HOD	
2	Dr. J. Venumurali	R&D Coordinator, PEO, PO, CO Mapping Coordinator	
3	Mr. K Kumar	Program Coordinator [Final Year Project Coordinator, AMC Coordinator]	
4	Mrs. S Nishanthi	Module Coordinator, AMC Coordinator	
5	Mrs. S Praveena	PEO, PO, CO Mapping Coordinator	
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7	Mr. K Vinay Kumar	Alumni Coordinator, NSS	
8	Mr. K Rajasekar	Result Analyst	
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10	Mr. ME Annadorai	Alumni Representative	

The following items are discussed and deliberated upon.

**Agenda 1:** Verifying the status of whether the target have been attained for all PO's of Engineering Undergraduates.

Resolution:

PO	Target	Attainment	Remarks
1	1.05	1.00	Not Attained
2	1.15	1.15	Attained
3	1.15	1.15	Attained

**Agenda 2:** If Program attainments did not reach the target, then actions are proposed to improve the results.

Resolution: All the Program Outcomes were attained for the Batch 2017 – 21 of Mechanical Engineering.

**Suggestions given by the members are:**

1. The Target will be revised based on the Existing batch Results (2018-22)
2. Its resolved to encourage faculty through HOD & Professor to incorporate collaborative learning in Teaching Learning Process.
3. Resolved to utilize APSSDC workshops in future as the certificate course to add value to the education.
4. Resolved to Guide and Strength on the curriculum by introducing minor projects also @ 2<sup>nd</sup> / 3<sup>rd</sup> year level.

**Program Coordinator**

*M. Belis*

**HoD**

**HEAD**

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