

NANDHA ENGINEERING COLLEGE, ERODE – 638 052
(An Autonomous Institution, Affiliated to Anna University Chennai and
Approved by AICTE New Delhi)
DEPARTMENT OF MANAGEMENT STUDIES

NEC/MBA/CIR/PAC-3/2023

Date: 04.03.2023

CIRCULAR


Originator: BoS Chairman (HoD – MBA.)	Circulated to: All faculty members
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Sub: PAC Meeting

The 3rd PAC meeting has been scheduled on 07.03.2023 (Tuesday). In this connection, PAC members of the Department of Management Studies Program are requested to attend the meeting and provide their valuable suggestions.

Date & Time of Meeting: 07.03.2023 (9.30AM) - Wednesday

VENUE: 106 (HOD CABIN)


Dr.V.MANIMEGALAI
CHAIRMAN, PAC/MBA



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ACADEMIC YEAR 2022 - 2023

MINUTES OF THE PROGRAMME ASSESSMENT COMMITTEE (PAC) MEETING

The 3rd PAC meeting was held on 07.03.2023 by 9.30 am at HoD Cabin, Block-5.

The Chairman of the PAC, Dr. V. Manimegalai, welcomes the members for the meeting. Then, the items listed below were taken for discussion.


AGENDA	
Item 3.01	Review of the previous PAC meeting minutes
Item 3.02	Discussion on I year CAT I CO attainment analysis and action taken for the slow learners and advanced learners
Item 3.03	Discussion on Class Committee Meeting (CCM), parents meeting and Mid sem Feedback (I,II, year) - reports, analysis and and action taken.
Item 3.04	Discussion on Students NPTEL course completion status
Item 3.05	Discussion on PBL courses (CiPD activities) and final year project(industry & in-house).
Item 3.06	Discussion on student co curricular activities (inside & outside the state)
Item 3.07	Discussion on Placement status of II years, training for I year and internships.
Item 3.08	Discussion on paper publication, Consultancy, research/seminar/workshop/FDP grant proposal and NPTEL course completion.
Item 3.09	Review of Course coordinator meeting minutes of all the courses by HoD
Item 3.10	Revision of R22 Complete curriculum with Programme Specific Elective and open Elective.
Item 3.11	Any other matter (if any)

The proceedings of PAC started and the minutes of the meeting are recorded as follows:

Item 3.01	Review of the previous PAC meeting minutes
Discussion	<p>Ensured attainment target fixed for the batch (2022-2024) is 70%. Actions taken to ensure learning for both advanced and slow learners. The academic schedule and plans for the department for the even semester of 2022-2023 were discussed. Reviewed about TANCET and career guidance program. Reviewed the I-MBA students' training schedule and the II-MBA students' prior placement status. PAC chairman reviewed the Revision of R22 Complete curriculum with Programme Specific Elective and Open Elective Reviewed on Faculty Allotted to the draft syllabi for the third and fourth semester courses.</p>
Item 3.02	Discussion on I year CAT I CO attainment analysis and action taken for the slow learners and advanced learners.
Discussion	<p>Conduct group activities to boost interactive learning and confidence among the slow learners. Slow learners are motivated to exert extra effort and seek home assignment. In class, students practice skills, solve problems, struggle with complex questions, make decisions, propose solutions, and explain ideas in their own words through writing and discussion to the advanced learners.</p>
Resolution	Decided to accept and uphold the same.
Item 3.03	Discussion on Class Committee Meeting (CCM), Parents meeting and Mid sem Feedback (I,II, year) - reports, analysis and and action taken.
Discussion	<p>Students requested for wifi facility and the action is in progress. Few Parents insisted to give counseling to reduce the usage of mobile phones and to give assistance for internship and placements and provided the assistance to the internship and placements. Mid sem feedback- Faculties are insisted to give action taken for the low performance their respective subjects.</p>
Resolution	Resolved to accept and follow
Item 3.04	Discussion on Students NPTEL course completion status
Discussion	Students registered NPTEL course and motivated to complete the same.
Resolution	Resolved to accept and follow the same.
Item 3.05	Discussion on internship and final year project.
Discussion	<p>The placement coordinator is informed to assist the students for paid intern during the study period. The project guide is informed to monitor the Student performance and the project coordinator stick on to the review schedule.</p>

Resolution	Resolved to acknowledge and adhere to the same.
Item 3.06	Discussion on student co curricular activities (inside & outside the state)
Discussion	Discussed with the Association incharge to motivate the students to participate in cocurricular activities in outside and inside state. Discussed with the Tally coordinator to motivate the students to complete the course.
Resolution	Resolved to accept and follow the same.
Item 3.07	Discussion on Placement status of II years, training for I year and internships.
Discussion	85% of the students placed and the placement coordinator is informed to place the students in higher package. Placement coordinator is informed to assist the I-year students to prepare for internship training in Gbox and reviewed on aptitude training and personality skill development.
Resolution	Resolved to accept and follow the same.
Item 3.08	Discussion on paper publication, Consultancy, research/seminar/workshop/FDP grant proposal and NPTEL course completion.
Discussion	Dr.V.Manimegalai motivated the faculty to publish their papers in reputed journals and encouraged the faculty to attend seminar, workshop, FDP in premier institution and complete the NPTEL course and consultancy activities.
Resolution	Resolved to accept and follow the same.
Item 3.09	Review of Course coordinator meeting minutes of all the courses by HoD
Discussion	Dr.V.Manimegalai informed to prepare Questions for CAT, Assignment and case study to reveal the attainment level of POs and Cos Subject handling faculty member are informed to discuss regularly and handle the classes in a uniform manner.
Resolution	Resolved to accept and follow the same.
Item 3.10	Revision of R22 Complete curriculum with Programme Specific Elective and open Elective.
Discussion	<ol style="list-style-type: none"> 1. The Programme Specific Elective for third semester is Finance, Marketing, HR, Operations and Business Analytics and Entrepreneurship. 2. Research Methodology and IPR is given as open elective for ME and PhD courses. 3. PAC Members suggested to add Value Added course like "Artificial Intelligence for managers" in R-22 Curriculum.
Resolution	Resolved to accept and follow the same.
Item 3.11	Any other matter (if any)
Discussion	Faculty Allotment for preparing draft syllabi of the third and fourth semester courses has been made according to their specialization.
Resolution	Resolved to accept and follow the same.

Date: 24.01.2023


CHAIRMAN
PAC/ MBA

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HEAD OF THE DEPARTMENT
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