



K.M.G. COLLEGE OF ARTS AND SCIENCE, GUDIYATTAM

PLANNING EVALUATION COMMITTEE (PEC)



CIRCULAR

Date: 22-07-2024

A meeting for the Planning and Evaluation Committee will be held on 24.07.24 (Wednesday) at 11 a.m. in the Principal's chamber. All the HODs, the IQAC Co-ordinators and the PEC representatives are requested to attend this meeting. The purpose of this meeting is to discuss the strategic planning of our institution as per the parameters submitted by NAAC.

Def
22.7.24

Dr. P. DANIEL SUNDARRAJ

Co-ordinator

(Planning Evaluation Committee)

HEAD OF THE DEPARTMENT
PG & RESEARCH DEPARTMENT OF COMPUTERS
K.M.G. COLLEGE OF ARTS AND SCIENCE
(AUTONOMOUS)
GUDIYATTAM - 635 803

[Signature]
22/7/2024

PRINCIPAL

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K.M.G. COLLEGE OF ARTS AND SCIENCE
(AUTONOMOUS)
GUDIYATTAM - 635 803
VELLORE DISTRICT



K.M.G. COLLEGE OF ARTS AND SCIENCE (Autonomous)

Approved by The Government of TamilNadu
Permanently Affiliated to Thiruvalluvar University, Vellore.
Recognized under Section 2(f) and 12(B) of the UGC Act 1956
Accredited by NAAC (2nd Cycle) with (CGPA of 3.24/4) at 'A' Grade

Meeting of the Planning and Evaluation Committee (PEC)

Date: 24.07.24 (Wednesday)

Time: 11 A.M.

Agenda & Discussions:

General Planning:

1. The plans and executions of all the departments for the academic year 2024-2025 are to be discussed.
2. The requirements submitted by the various departments are to be discussed.
3. The MOUs to be signed by the institution and the departments are to be discussed.
4. The college website updation and its requirements are to be discussed.
5. The admission process for the academic year 2024-2025 is to be discussed.
6. The newly Add-On courses/Value-Added courses/ Certificate courses to be introduced in the academic year 2024-2025 are to be discussed.
7. The CIA examinations for the first semester pertaining to the academic year 2024-2025 are to be discussed.
8. The Seminars/Conference/Workshops/Symposiums/FDP/Awareness Programs/Guest Lecture programs are to be discussed.
9. The Ward Meetings/Parent -Teachers meeting to be conducted are to be discussed.
10. The Books /Journals for the library to be procured are to be discussed.
11. The Placement drive programs to be conducted are to be discussed.

12. To be discussed about the establishment of computer laboratory for the Artificial Intelligence and Data Science departments.

13. IQAC plans and executions to be discussed.

Apart from the above general planning, the following institutional planning aspects are to be discussed.

Strategic Planning:-

- Developing and updating the College's strategic plan, setting long-term goals and aligning institutional priorities.

Budget Planning and Oversight:-

- Allocating financial resources to support academic programs, facilities and student services in line with strategic goals.

Program Review and Development:-

- Assessing and effectiveness and relevance of academic programs and recommending changes or new initiatives based on evaluation outcomes and industry trends.

Accreditation and Compliance:

- Ensuring the college meets accreditation standards and regulatory requirements through evaluation and documentation.

Resource Allocation :

- Prioritizing resources for faculty development, students support services, research initiatives and infrastructure enhancements.

Community and Stakeholder Engagement:-

- Collaborating with faculty, staff, students and external stakeholders to gather input, foster transparency and build consensus around institutional priorities and decisions.

Risk Management:-

- Identifying potential risks to the College's operations and developing mitigation strategies.

Continuous Improvement -

- Promoting a culture of continuous improvement by implementing feedback mechanisms, conducting periodic reviews and adapting strategies based on evaluation findings.

24/02/24
HEAD OF THE DEPARTMENT
PG & RESEARCH DEPARTMENT OF COMPUTER SCIENCE
K.M.G. COLLEGE OF ARTS AND SCIENCE
(AUTONOMOUS)
GUDIYATTAM - 635 803

(Co-ordinator - PEC)



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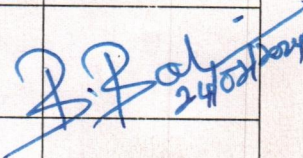
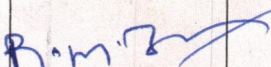
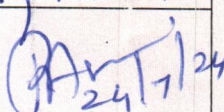
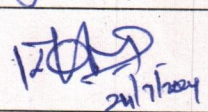
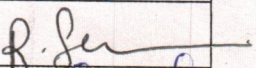

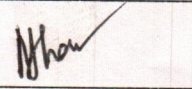
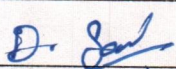
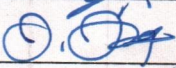
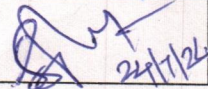
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Minutes of Meeting

(Planning and Evaluation Committee)

24.07.2024

A meeting of Planning and Evaluation Committee for the Academic Year 2024-2025 was held on 24.07.2024 at 11.00 A.M. in the principal's chamber. The principal who is chairperson of the committee convened this meeting and the following members of Planning and Evaluation Committee attended it for discussions and suggestions.

S. No	Name of the Staff Representative	Department	Role	Signature (Member)
1.	Prof. B. Balaji	IQAC Co-Ordinator	Member	
2.	Prof.R.M.Balamurugan	IQAC Member	Member	
3.	Prof.P.Anjugam	Controller of Examinations	Member	
4.	Prof.K.Hari	Deputy Controller of Examinations	Member	
5.	Prof. R. Sangeetha	Tamil	Member	
6.	Prof. M. Suresh	English	Member	
7.	Dr. P. Shankar	Business Administration	Member	
8.	Dr. D. Saravanan	Commerce	Member	
9.	Dr. S. Kamaraj	Commerce CA	Member	
10.	Prof. S. Pavithra	Computer Applications	Member	

11	Prof. K. Aruna	Computer Science	Member	AAA
12	Prof. S. Karthigaidevi	Biochemistry	Member	Karthigaidevi
13	Prof. K. Gandhimathi	Chemistry	Member	K.G.
14	Prof. D. Mohan	Mathematics	Member	D.M.
15	Dr. S. Dineshkumar	Microbiology	Member	S.D.
16	Prof. V.S. Vinitha Janani	Data Science	Member	V.S.
17	Prof. N.S. Rajanandan	Artificial Intelligence	Member	N.S.
18	Prof. M. Mohanapriya	Physics	Member	M.M.
19	Prof. K. Paranthaman	Librarian	Member	K.P.
20	Prof. Ranjitham	Physical Director	Member	R.
21	Mrs. M. Jayanthi	Administrative Officer	Member	M.J.

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2. The requirements submitted by the various departments were discussed.
3. The MOUs to be signed by the institution and the departments were discussed.
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8. The Seminars/Conference/Workshops/Symposiums/FDP/Awareness Programs/Guest Lecture programs were discussed.
9. The Ward Meetings/Parent -Teachers meeting to be conducted were discussed.
10. The Books /Journals for the library to be procured were discussed.
11. The Placement drive programs to be conducted were discussed.

12. Discussed about the establishment of computer laboratory for the Artificial Intelligence and Data Science departments.
13. Instructions were given to the PEC members to co-ordinate with the IQAC for their plans and executions.

Apart from the above general planning, the following institutional planning aspects were also discussed.

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Continuous Improvement -

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Copy to:

1. All the HODs
2. All the members of Planning and Evaluation Committee.

Date of the meeting: 24-07-2024

Venue : Principal's Chamber

Time : 11.00 AM to 12.00 PM


Dr. P. Daniel Sundarraaj

Co-Ordinator

(Planning and Evaluation Committee)

**HEAD OF THE DEPARTMENT
PG & RESEARCH DEPARTMENT OF COMPUTER SCIENCE
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Chairman

(Planning and Evaluation Committee)

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