



NANDHA ENGINEERING COLLEGE

(AUTONOMOUS)

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Perundurai, Erode - 638052, Tamil Nadu, India. Email: principal@nandhaengg.org

Website: www.nandhaengg.org Phone: 04294-225585

Maintenance Policy

Response:

The Institution has designed its own maintenance policy procedure that includes several methods to achieve the effective maintenance of physical, academic and other facilities.

Methods

Effective maintenance is being achieved by using the following methods.

1. Reformation site
2. Class Committee Meetings
3. Periodical visits by the supervisors concerned
4. WhatsApp group

Maintenance Section

- A centralized maintenance section, headed by a maintenance manager and supported by skilled technicians such as electricians, plumbers, carpenters and masons is in practice.
- This section takes care of the maintenance of infrastructural facilities that include plumbing, electrical, carpentry, masonry and sewage works.
- The section receives maintenance requirements from the departments and other sections and undertakes the necessary work following internal operating procedures under the directions given by the supervisors concerned, without disturbing the regular activities.




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Internal operating Procedure:

Any problem that persists in a department is represented through the below mentioned methods.

- The supervisor/ skilled person/technician is summoned to rectify the problem.
- The technician resolves the problem on site if no additional material is required.
- In case of material requirements, the materials are received from the maintenance section after the approval of the store manager.
- If the material is to be procured from outside, permission is to be obtained from the maintenance coordinator / administrative officer and arrangements are made for procurement of the material to resolve the problem.

1. Physical Facilities

Electrical Maintenance:

- Monthly monitoring of electrical equipment such as Generator, UPS, and Batteries is done and its status is entered in the maintenance register.
- The suppliers/service providers are approached in case of any major fault.
- In case of any damage spots in the electrical equipment, quotations are invited and the part is procured as per the purchase procedure.
- The work done by the service provider is verified by the respective authorities and a report on the completion of work is submitted to the maintenance officer.
- Required support is obtained from external agencies and TNEB whenever required.




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Building Maintenance:

- An approved third party civil engineer and his team are responsible for new construction works and the maintenance of buildings, including laying, painting, plumbing, and sanitary fittings following the campus protocols.

Furniture Maintenance:

- Periodically, monitoring of furniture such as chairs, tables, windows, and doors is done on a regular basis, and the status is entered in the register.
- In the event of any damage or replacement noted on the reformation site, the suppliers/service providers are approached to rectify it at regular intervals.

Network / Wi-Fi Maintenance:

- Functioning of the college intranet and internet facility is monitored and maintained by the hardware technicians in association with system administrators of the college.
- Any upgrades or modification to the existing network model is carried out by inviting quotations from external agencies following guidelines from the CSE department.

2. Academic Facilities:

Library:

- Damaged books are collected by the librarian for hard binding on a regular basis.
- Rare and High volume books are maintained in the reference section.
- Journals and Magazines subscribed annually are bound as a book volume.
- The entire library is cleaned weekly.
- Book shelf rectification is performed every semester by using the book call number
- The library's digital section systems are formatted and maintained every semester.



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Laboratories:

- Equipment in the laboratories is maintained and calibrated periodically.
- In-house maintenance and repairs are addressed by the respective qualified and trained department technicians.
- Major problems and repairs are addressed in consultation with the suppliers following the advice of the HoD concerned and the Principal.
- Computers and software in the laboratories are maintained by computer hardware technicians under the supervision of system administrators.

Classrooms:

- Every Department has a furniture incharge who periodically checks the condition of classrooms and laboratory amenities like benches, chairs, black boards, fans, lights, and electronic equipment.
- The incharge resolves the problem through the Head of the Department following the procedure.

3. Supporting Facilities:

Sports:

- Athletic field tracks are refilled once in every five year and playgrounds such as volleyball, cricket, Handball, Koko, Kabaddi, and Throwball fields are filled on an annual basis by the skilled manpower under the supervision of the Physical Director.
- Sporting equipment is purchased according to the lifetime of the material by the Physical Director.

4. Transport Facilities:

- Minor damage/ repairs in the buses are rectified using the skilled manpower inside the campus under the supervision of the Transport Manager.



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- Major damage/ repairs in the buses are rectified by the skilled third-party service team tied up with the institution.
- An adequate number of spare buses are available in the 10:1 ratio of the buses that can be used in case of bus breakdown.
- An adequate number of drivers are available for all the buses. Additional drivers are also available in the 10:1 ratio for buses to alter the bus drivers in case of driver's medical emergency/ personal leave.
- Every year, all the buses are sent to the RTO office to check the fitness of the buses and the Fitness certificate of all the buses is maintained properly.
- A Speed limiter of 60km speed is fixed on all the buses.

5. Other Facilities:

- The Institute has an RO plant that provides 24X7 drinking water facility. Sufficient number of water points are available in the departments to provide clean drinking water. Periodically, the quality of water is tested by external vendors.
- Adequate manpower is employed to maintain the cleanliness of the campus, classrooms, staff rooms, seminar halls and laboratories, etc. The washrooms and restrooms are well maintained.
- The green cover of the campus is well maintained by full time gardeners.
- Surveillance Cameras are fixed in and around the Campus for security purposes and they are maintained by the system administrators.




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Reformation

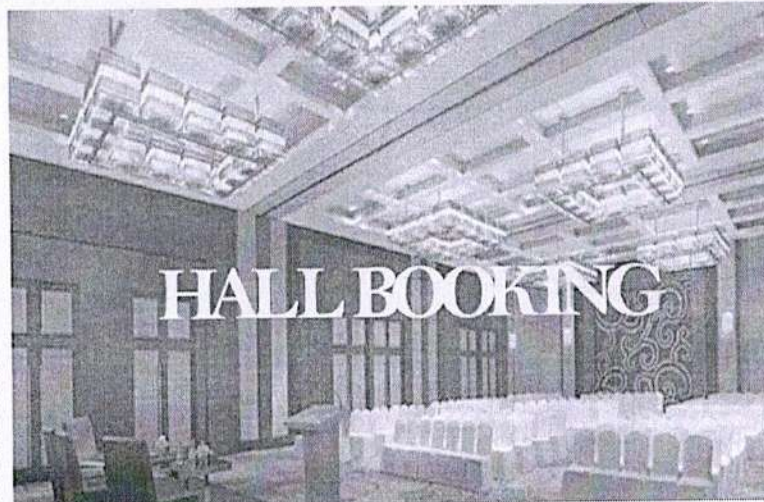
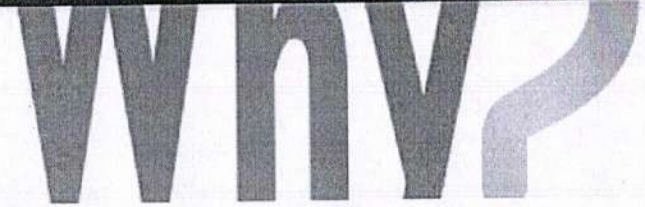
SMART NANDHA

DOWNLOAD REFORMATION HALL BOOKING

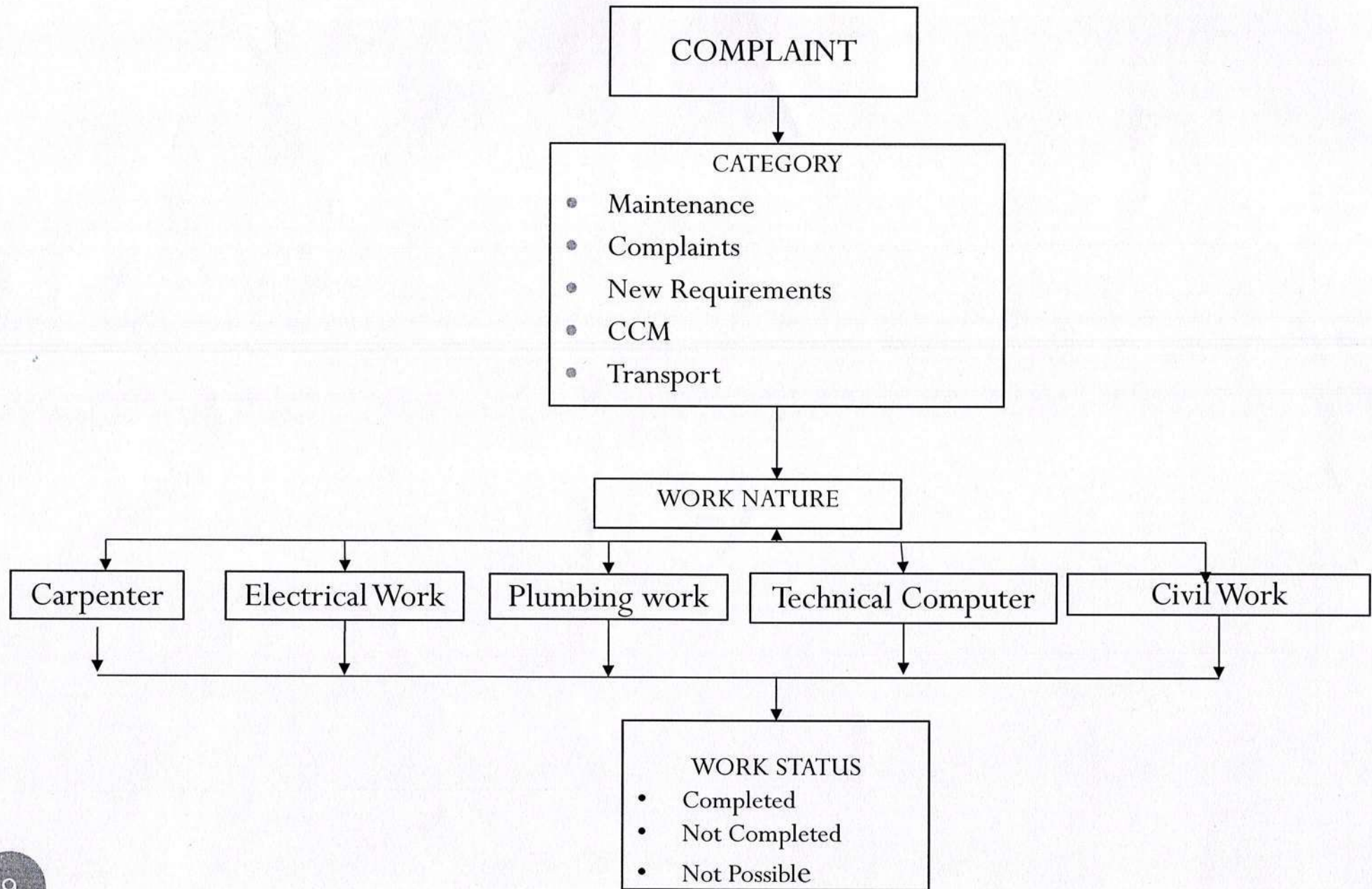
STOCK
MANAGEMENT



WHY?



REFORMATION SITE



	Date	campus	Institution	Department	Facility	Location	Category	Staff Name	work nature	Work Status	reason	days	complete Date	Bus No
264059	04/04/2022	Tech	NEC	NEC-MECH	Electrical motor not working -5 Nos	Block - 9 Chemical block -Ground Floor	MAINTENANCE	SENGOTTAIYAN M-9003704787	Electrical work	Not Completed	OK		S.K.RL	
264058	04/04/2022	Tech	NEC	NEC-MECH	Electrical motor not working -5 Nos	Block - 9 Chemical block -Ground Floor	MAINTENANCE	SENGOTTAIYAN M-9003704787	Electrical work	Not Completed	OK		S.K.RL	
264018	30/03/2022	Tech	NEC	NEC-MECH	1.wall mounting fan -2 nos. not working. 2.welding booth exhaust fan -1nos. not working. 3.ceiling fan 3nos: need seperate switch control.	SHED No - 7	Complaints	ARJUNRAJ-9842293179	Electrical work	Not Completed	OK		S.K.RL	
264003	29/03/2022	Tech	NEC	NEC-MECH	Fan run slowly (count 1)	Block 7 - Second Floor - 205	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK			
264000	29/03/2022	Tech	NEC	NEC-MECH	Fan run slowly (Count 1)	Block 7 - Second floor - Room No 202	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK			
264041	01/04/2022	Tech	NEC	NEC-MECH	Fan run very slowly	Block 7 - Floor 1 - Faculty room 108	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK		J. Math 25/4/22	
264298	20/04/2022	Tech	NEC	NEC-MECH	Fan not working (Count 1)	Block 7 - Second Floor - Room No.202	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK			
264295	20/04/2022	Tech	NEC	NEC-MECH	1. switch box damage class room no.201	Block -7 second floor class room no.201	Complaints	EASWARAMOORHTI M-9842013355	Electrical work	Not Completed	OK			
263031	16/12/2021	Tech	NEC	NEC-MECH	Switch box damaged (Count 1)	Block 7 - Second floor - Room No. 206	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK		15/6/2022	
263021	16/12/2021	Tech	NEC	NEC-MECH	Switch box damaged (Count 1)	Block 7 - Second floor - Room No. 203	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK		15/6/2022	
263016	16/12/2021	Tech	NEC	NEC-MECH	switch box damaged (Count 1)	Block 7 - Second floor - Room .No 201	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK		15/6/2022	
262869	09/12/2021	Tech	NEC	NEC-MECH	Switch boxes damaged (Count 2)	Block 7 (First floor - Room No. 103)	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed	OK		15/6/2022	
262866	09/12/2021	Tech	NEC	NEC-MECH	Switch box damaged (Count 1)	Block 7 (First floor - Room No. 104)	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed				
262863	09/12/2021	Tech	NEC	NEC-MECH	Switch box damaged (Count 1)	Block 7 (First floor - Room No. 102)	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Not Completed				
263866	15/03/2022	Tech	NEC	NEC-MECH	1.UPS BOX CHANGE	SHEAT NO 1	New Requirements	EASWARAMOORHTI M-9842013355	Electrical work	Not Completed				
263774	04/03/2022	Tech	NEC	NEC-OFFICE	Tube Light Not Working	NEC Principal Sir Room and Ladies Rest Room	Complaints	SOMASUNDARAM.C-97883 83069	Electrical work	Not Completed				

Wood Switch Box New Change Back NO: 7 201, 202, 203, 204, 206, Change OK. 15/6/2022

SNo	Date	campus	Institution	Department	Facility	Location	Category	Staff Name	work nature	Work Status	reason	days	comple Date
264040	01/04/2022	Tech	NEG	NEC-MECH	Fan run very slowly	Block 7 - Floor 1 - Faculty room 108	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Completed			23/04/
264041	01/04/2022	Tech	NEG	NEC-MECH	Fan run very slowly	Block 7 - Floor 1 - Faculty room 108	Complaints	MURUGAPANDIAN G S-9788283108	Electrical work	Completed			31/05/
264042	01/04/2022	Tech	NEG	NEC-ECE	Tube Light-1, 3 Pin socket switch box-1, windows screen-9	Block-II, Second floor, Microprocessor lab	Complaints	PARAMESHWARI V-9965139984	Electrical work	Completed			16/05/
264043	01/04/2022	Tech	NPC	NPC-I YEAR	SWITCH BOARD DAMAGE COMPLETELY	HALL NO : 303, NPC NEW BLOCK	Complaints	Mr.SARAVANAN. S9976825247	Electrical work	Not Completed			
264044	01/04/2022	Tech	NPC	NPC-I YEAR	NO POWER SUPPLY FOR ALL SWITCH BOXES IN 8 TABLES, & 3 FAN .	NCT - PHYSICS LAB	Complaints	Mr.SARAVANAN. S9976825247	Electrical work	Not Completed			
264045	01/04/2022	Tech	TECH-GIRLS-HOSTEL	TECH-GIRLS-HOSTEL	FAN RUN SLOWLY	ROOM NO 122 AKSHAYA LADIES HOSTEL OLD BLOCK	MAINTENANCE	Meri Regina -9095292168	Electrical work	Completed			12/04/
264046	01/04/2022	Tech	TECH-GIRLS-HOSTEL	TECH-GIRLS-HOSTEL	FAN RUN SLOWLY(BOTH)	ROOM NO 425 AKSHAYA LADIES HOSTEL OLD BLOCK	MAINTENANCE	Meri Regina -9095292168	Electrical work	Completed			12/04/
264047	01/04/2022	Tech	TECH-GIRLS-HOSTEL	TECH-GIRLS-HOSTEL	PLUG HAS NO CURRENT SUPPLY IN SECOND PLUG(SWITCH BOARD)	ROOM NO 425 AKSHAYA LADIES HOSTEL OLD BLOCK	MAINTENANCE	Meri Regina -9095292168	Electrical work	Completed			12/04/
264048	02/04/2022	school	CBSE-CITY	CBSE-CITY	chairman sir room 2 lights are not working	chairman room	Complaints	SENTHIL=9965857930	Electrical work	Not Completed			
264049	02/04/2022	school	CBSE-CITY	CBSE-CITY	corridor lights needed new bulding second floor	new buliding 2nd floor	New Requirements	SENTHIL=9965857930	Electrical work	Not Completed			
264050	02/04/2022	school	CBSE-CITY	CBSE-CITY	coridor lights not working	office block 3rd floor	Complaints	SENTHIL=9965857930	Electrical work	Not Completed			
264051	02/04/2022	school	CBSE-CITY	CBSE-CITY	wire box clossing	office block 1st floor 9-A;9-B language room	Complaints	SENTHIL=9965857930	Electrical work	Not Completed			
264052	02/04/2022	school	CBSE-CITY	CBSE-CITY	toilet seat cover needed	new girls&boys toilet	Complaints	SENTHIL=9965857930	Plumbing work	Not Completed			

Date	campus	Institution	Department	Facility	Location	Category	Staff Name	work nature	Work Status	reason	days	complete Date	Bus No
264293	20/04/2022	Tech	NEC	NEC-OFFICE	Ladies toilet light not working	Block -1 first floor ladies toilet	Complaints	SUMATHI. C-9842674387	Electrical work	Not Completed			
264069	05/04/2022	Tech	NEC	NEC-SAH	Tube light is not working	CHEMISTRY LAB	MAINTENANCE	SANTHIYA N-9788654928	Electrical work	Not Completed			
263864	15/03/2022	Tech	NEC	TECH-CANTEEN	Fan not working-1 no	Bus stand canteen	Complaints	KARTHI - 9698548859	Electrical work	Not Completed			
263863	15/03/2022	Tech	NEC	TECH-CANTEEN	Tube light not working-1 no	Bus stand canteen	Complaints	KARTHI - 9698548859	Electrical work	Not Completed			
263564	09/02/2022	Tech	NEC	TECH-CANTEEN	Old AC repelased.	Tech canteen guest room.	Complaints	KARTHI - 9698548859	Electrical work	Not Completed			
262694	27/11/2021	Tech	NEC	TECH-CANTEEN	Power plug not working-2 nos	Tech campus bakery	Complaints	KARTHI - 9698548859	Electrical work	Not Completed			

CLASS COMMITTEE MEETING - CIRCULAR

Conduct Meeting

First week of month

Chairpersons Report to Coordinator

Reached to the coordinator on or before 10th of month

Remarks Entry

Complaints are segregated and sent to concerned departments for remedy

Principal

- Academic

Administrative Officer

- Office
- Reception
- Cash Counter
- Transport
- Canteen
- Security
- Hostel

Maintenance Manager

- Maintenance
- Electrical Issues
- Carpenter Work
- Plumber Work

System Admin

- Technical Issues

Coordinator

Remedial reports are collected from the departments

Remedial Reports

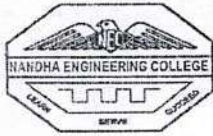
Before commencement of next meeting
Action taken reports sent to chairperson

Chair Person 1

Chair Person 2

Chair Person n

Sl.No.	Cell No.	Staff Name	Class	Date	Time	Coordinator
1	9597774451	MS.K.SELVI ASP / CIVIL	I, II, III, IV BME	29.04.2022	11.00 - 12.00	MS.R.AMUTHA AP / MATHS
2	9942379032	MR.M.SUGUMAR ASP / MECH	I, II ECE	29.04.2022	10.00 - 11.00	MS.R.AMUTHA AP / MATHS
3	9566602622	DR.N.SENNIANGIRI AP / MECH	I, II CSE	28.04.2022	11.00 - 12.00	MS.S.HEMALATHA AP / CSE
4	9942241314	MR.ARULANANDHAM ASP/ECE	I AI&DS	29.04.2022	9.00 - 10.00	MS.S.HEMALATHA AP / CSE
5	99428 15853	DR.R.MURUGASAMI ASP / ECE	III, IV CSE	28.04.2022	9.00 - 10.00	MS.S.HEMALATHA AP / CSE
6	9865567765	MS.P.UMA AP / CSE	I, II, III, IV AGRI	28.04.2022	10.00 - 11.00	MS.S.HEMALATHA AP / CSE
7	9566003098	MS.R.VIJAYALAKSHMI AP/EEE	I, II, III, IV CHEMICAL	28.04.2022	12.00 - 1.00	MS.C.VASUKI ASP / IT
8	9677749944	DR.C.K.VIJAYALAKSHMI ASP /BME	I, II, III, IV CIVIL	28.04.2022	1.30 - 2.30	MS.C.VASUKI ASP / IT
9	9952680556	MR.CHANDRAMOHAN AP/AGRI	I, II, III, IV IT	29.04.2022	2.30 - 3.30	MS.C.VASUKI ASP / IT
10	9994376378	MR.S.PANDIARAJAN AP /CHEMICAL	I, II MECH	29.04.2022	12.00 - 1.00	MS.R.AMUTHA AP / MATHS
11	9865539387	MR.J.TAMILARASU AP / MBA	I, II, III, IV EEE	28.04.2022	2.30 - 3.30	MS.C.VASUKI ASP / IT
12	9443487341	MR.S.SAMBASIVAM PROF / MCA	I, II MBA	28.04.2022	3.30 - 4.30	MS.S.HEMALATHA AP / CSE
13	9789750511	MR.K.S.MOHAN AP / PHYSICS	III, IV MECH	29.04.2022	3.30 - 4.30	MS.C.VASUKI ASP / IT
14	9003303837	MS.K.S.PUNITHAASREE AP / ENGLISH	III, IV ECE	29.04.2022	1.30 - 2.30	MS.R.AMUTHA AP / MATHS
15	8760156456	MS.M.GOMATHI ASP / CHEMISTRY	I, II, III MCA	28.04.2022	3.30 - 4.30	MS.R.AMUTHA AP / MATHS
16	9095059886	MS.R.AMUTHA AP / MATHS	DATA COLLECTION, REFORMATION ENTRY, DOCUMENT MAINTENANCE			
17	9578644844	MS.S.HEMALATHA AP / CSE				
18	9894445559	MS.C.VASUKI ASP / IT				



NANDHA ENGINEERING COLLEGE (Autonomous),

ERODE- 6380 52.

Class Committee Meeting –(AY: 2021 - 2022) - Odd semester			
Date	28.04.2022	Department	CSE Agrif
Class	II nd - Year	Strength present	60
Members of the meet			
Name	Designation	Department	Signature
P.Uma	Assistant Professor	CSE	

Minutes:

Academics – Responsibility – HOD

Course Code	Faculty name	Remarks	Number of similar responses
17MYB06	Ms.P.Loganayaki, AP/Maths	1.85 Units Completed. As per academic schedule classes going smoothly and no other negative feedbacks received from student side .	20
17AGC07	Mr.K.PradeepKumar, ASP/Agri	2 Units Completed. As per academic schedule classes going smoothly and no other negative feedbacks received from student side .	20
17AGC08	Ms.P.Sandhiyadevi, AP/Agri	4 Units Completed. As per academic schedule in this embedded subject,the lab segment explanation is good and the theory portion needs more explanation. (Substitute faculty)	20
17AGC09	Mr.N.Mukilan, AP/Agri	3 Units Completed. As per academic schedule classes going smoothly and no other negative feedbacks received from student side .	20

17AGC10	Dr.S.Vanitha, ASP/Agri	3Units Completed.(asper facultyside) <ul style="list-style-type: none"> The portion actually covered is not 3 units(as per students perspective) Classes are not understood clearly by students. PPT,Video lectures are requested by students for more clarity about the subject.(Projector is available in calss and but faculty not using it.) 	20
17AGC11	Mr.V.Chandramohan, ASP/Agri	1 Unit Completed. This is a problem based subject.The students need more clarity about the content taught in class.The theory portion in the subject is not yet covered.	20
17AGP04	Ms.P.Sandhiyadevi, AP/Agri	5/10 experiments are completed. As per academic schedule classes going smoothly and no other negative feedbacks received from student side .	20
17AGP05	Mr.N.Mukilan,AP/Agri	6/11 experiments are completed. As per academic schedule classes going smoothly . <ul style="list-style-type: none"> The lab will be more effective if the tractor is available in the Agri department. 	20
17GE002	Ms.P.Kavitha,Ap/Eng	3 Units Completed. As per academic schedule classes going smoothly and no other negative feedbacks received from student side .	20

Department Feedback - Responsibility - HOD

Concern	Remarks	Number of similar responses
Class Room	Block 5-302 .Class rooms not cleaned recurrently.	All
others	No club activity is conducted yet. Placement-Need specific classes for placement.(aptitude class) Examilly hour is taken by subject faculties. Industrial interaction are neede from companies to gain exposure.	All

Institutional Feedback - Responsibility – Principal(Principal Office)

Concern	Remarks	Number of similar responses
Transport	No complaints	6
Cash Counter	No complaints	3
Library	No complaints	5

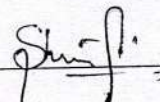
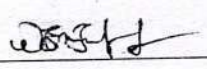
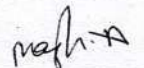
Curriculum Feedback - Responsibility – HOD & DOA

Concern	Remarks	Number of similar responses
Academic	NIL	ALL

Hostel Feedback - Responsibility – Faculty Wardens

Concern	Remarks	Number of similar responses
Hostel	NIL	4

Members of the meet:

S.No	Reg.No	Name of the student	Signature
1.	20AG1045	Sharma E	
2.	20AG1039	S. PRIYANKA	S. Priyanka.
3.	20AG1035	E.T. NOUVSHIKA	
4.	20AG1022	Magesh. A	
5.	20AG1044	A. SELIN PRINCY	A. Selin

NANDHA ENGINEERING COLLEGE, PERURUJURAI
CCM- ACADEMIC REPORT

SNo	Date	Inst	Dept	Facility	Location	Category	Staff Name	work nature	Work Status	Remarks
274085	4/28/2022	NEC	NEC-AGRI	17AGC01-R.M.Subramanian 1 Hour only taken. As per academic schedule subject have to be taught and pending portions have be covered	I -AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274086	4/28/2022	NEC	NEC-AGRI	17MEC01-Mr.Chandramohan 1.5 Units Completed. The problem solving portion in the subject have to be taught clearly with proper explanation.	I AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274087	4/28/2022	NEC	NEC-AGRI	17MEC02-M.RabiAhmed The voice of faculty is not audible. The subject is not taught clearly. The faculty takes extra hours continuously, but not taking classess effectively. (Monday 2nd hour field work is regularly borrowed by this concered faculty)	I-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274090	4/28/2022	NEC	NEC-AGRI	No proper intimation of college level circulars to the class	I AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274091	4/28/2022	NEC	NEC-AGRI	Need industrial visit for renowned industries in future	I AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274092	4/28/2022	NEC	NEC-AGRI	The club selection for students is not allowed to be choosen properly by students. The students requested for activities in club twice in a semester.	I AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274093	4/28/2022	NEC	NEC-AGRI	No on duty is provided for any kind of sports activities	I AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274094	4/28/2022	NEC	NEC-AGRI	The students requested for department level seminars with industrial talks in offline mode	I-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274097	4/28/2022	NEC	NEC-AGRI	17AGC10-Dr.S.Vanitha,ASP/Agri & PPT, Video lectures. are requested by students for more clarity about the subject. (Projector is available in class and but faculty not using it.)	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274098	4/28/2022	NEC	NEC-AGRI	17AGC11-Mr.V.Chandramohan, ASP/Agri 1 Unit Completed. This is a problem based subject. The students need more clarity about the content taught in class. The theory portion in the subject is not yet covered.	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	

SNo	Date	Inst	Dept	Facility	Location	Category	Staff Name	work nature	Work Status	Remarks
274099	4/28/2022	NEC	NEC-AGRI	17AGPUS-MF.N.MURKIAN,AP/Agri 6/11 experiments are completed. As per academic schedule classes going smoothly. The lab will be more effective if the tractor is available in the Agri department.	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274100	4/28/2022	NEC	NEC-AGRI	No club activity is conducted yet.	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274101	4/28/2022	NEC	NEC-AGRI	Placement-Need specific classes for placement.(aptitude class)	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274102	4/28/2022	NEC	NEC-AGRI	Examly hour is taken by subject faculties.	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274103	4/28/2022	NEC	NEC-AGRI	Industrial interaction are needs from companies to gain exposure	II-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274104	4/28/2022	NEC	NEC-AGRI	Need industrial seminars in offline mode.	III-AGRI	CCM	Dhana Nivetha - 9095845257	Academic	Not Completed	
274079	4/29/2022	NEC	NEC-AIDS	There is a mismatch between yoga hour and lab hours	I- AI & DS	CCM	VANATHI D- 7373740011	Academic	Not Completed	
274148	4/29/2022	NEC	NEC-BME	REGARDING ANLOG CIRCUIT DESIGNN LAB,SOME EQUIPMENTS ARE NOT IN SERVICE (OUTPUT IS NOT IN PROPER) CRO,D50,MULTIMETER,LDR,LOAD CELL AND THERMOMETER	BLOCK 1- II BME	CCM	SUKUMAR.P- 9842119035	Academic	Not Completed	
274149	4/29/2022	NEC	NEC-BME	INTERNET ACCESSIBLE LABS REQUIRED AND INDIVIDUAL STUDENTS ID AND PASSWORD IS NOT YET RECEIVED FOR NETWORK ACCESSIBLE	BLOCK 1, II BME	CCM	SUKUMAR.P- 9842119035	Academic	Not Completed	
274151	4/29/2022	NEC	NEC-BME	TO ARRANGE INDUSTRIAL VISIT /LOCAL VISIT	BLOCK 3 109	CCM	SUKUMAR.P- 9842119035	Academic	Not Completed	
274152	4/29/2022	NEC	NEC-BME	REGARDING CORE PLACEMENT TRAINING SEPERATE CORE TRAINERS ARE NEED TO TRAIN THEM	III BME	CCM	SUKUMAR.P- 9842119035	Academic	Not Completed	
274232	4/28/2022	NEC	NEC-CIVIL	REQUESTED FOR INDUSTRIAL VISIT REQUESTED FOR CLUB ACTIVITIES	BLOCK 5 IV YEAR	CCM	Dr.E.K.MOHAN RAJ- 7373714706	Academic	Not Completed	
274116	4/28/2022	NEC	NEC-CSE	Industrial Visit needed.	II CSE-A BLOCK 3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	
274117	4/28/2022	NEC	NEC-CSE	Club Activities and Events needs to be conducted	II CSE-A BLOCK 3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	
274118	4/28/2022	NEC	NEC-CSE	On Duty Restricted for 10 Students. Not allowing more than 10Students for participating in other colleges.	II CSE-A BLOCK-3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	

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274120	4/28/2022	NEC	NEC-CSE	Need Department Symposium	II CSE B-BLOCK 3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	
274122	4/28/2022	NEC	NEC-CSE	Club activities not available	II CSE B-BLOCK 3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	
274123	4/28/2022	NEC	NEC-CSE	After the completion of every units we need important questions	II CSE B-BLOCK 3	CCM	GUNASEKAR - 9842712500	Academic	Not Completed	
274126	4/29/2022	NEC	NEC-ECE	17MEC01-HARSHLY TALKING WITH STUDENTS AND CAN'T UNDERSTAND HIS CONTENT DELIVERY	BLOCK 1- 304	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274128	4/29/2022	NEC	NEC-ECE	GIRLS STUDENT NEED LAB COAT	BLOCK-1 ,304	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274131	4/29/2022	NEC	NEC-ECE	STUDENTS NEED SPORTS HOUR	BLOCK 1-304	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274132	4/29/2022	NEC	NEC-ECE	EXAM CIRCULAR NOT INTIMATED INTIME	BLOCK 1- 304	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274133	4/29/2022	NEC	NEC-ECE	NEED TO CHANGE 2 SUBJECTS FROM SECOND SEMESTER CIRCUIT THEORY AND ENGINEERING GRAPHICS	BLOCK 1 - 304	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274135	4/29/2022	NEC	NEC-ECE	SOME SUBJECT CONTENT DELIVERY NOT CLEAR TO UNDERSTAND	BLOCK 1-303	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274136	4/29/2022	NEC	NEC-ECE	NEED WORKSHOP FOR CORE SUBJECTS IN OFFLINE MODE	BLOCK 1-303	CCM	KAVITHA.S-9942215651	Academic	Not Completed	
274233	4/28/2022	NEC	NEC-EEE	IN I YEAR EEE SUBJECT 17MYB02 -NEED TO GO SLOW AND PROPER NOTES NEED TO BE GIVEN CLASS ROOM NEED TO BE CLEAN PROPERLY IV NEED TO BE ARRANGED	BLOCK 4 I EEE	CCM	RAMANI.G-9940778576	Academic	Not Completed	
274106	4/28/2022	NEC	NEC-MBA	Communication Hour needed	I MBA	CCM	Manimegalai-9976825440	Academic	Not Completed	
274145	4/29/2022	NEC	NEC-MCA	STUDENTS SAID THAT AC,FAN ARE NOT IN GOOD CONDITION,SO THEY ASKED TO REPAIR AC,FAN IN LAB	BLOCK-3 ,I-MCA	CCM	Vellingiriraj - 9965361666	Academic	Not Completed	Transfer to General Complaint
274138	4/29/2022	NEC	NEC-MECH	17MEC11- THE PRESENTATION OF EXPLAINING PROBLEMS CANNOT UNDERSTAND BY THE STUDENTS	BLOCK 7- II-A	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	
274139	4/29/2022	NEC	NEC-MECH	EXAM TIME MUST BE IN AFTERNOON SO THAT COACHING AT MORNING WILL BE EFFECTIVE	BLOCK 7- II YEAR A	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	
274140	4/29/2022	NEC	NEC-MECH	INDUSTRIAL VISIT AND LOCAL VISIT NEEDED	BLOCK 7-II YEAR A	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	

SNo	Date	Inst	Dept	Facility	Location	Category	Staff Name	work nature	Work Status	Remarks
274141	4/29/2022	NEC	NEC-MECH	NEED CLUB ACTIVITIES IN SATURDAYS	BLOCK 7- II YEAR A	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	
274142	4/29/2022	NEC	NEC-MECH	PROJECTOR NEEDED FOR PPT LECTURE AND VIDEO LECTURES	BLOCK 7-II YEAR A	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	
274143	4/29/2022	NEC	NEC-MECH	VIDEO /ANIMATION BASED LECTURE NEEDED FOR SOME TOPICS -17MEB06	BLOCK 7- II YR B	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	
274144	4/29/2022	NEC	NEC-MECH	NEED PROJECTOR IN CLASS ROOM AND NEED INDUSTRIAL VISIT	BLOCK 7 - II YEAR B	CCM	EASWARAMOORHTI M-9842013355	Academic	Not Completed	

T.T. A. P. S. S. S.
CCM - Incharge

[Signature]
PRINCIPAL

NANDHA ENGINEERING COLLEGE, PERUNDURAI

CCM- ACTION TAKEN

DEPARTMENT OF AGRICULTURE ENGINEERING - 28.04.2022

S.No.	Facility	Location	Work nature	Remarks
274085	17AGC01-R.M.Subramanian 1 Hour only taken. As per academic schedule subject have to be taught and pending portions have be covered.	I - AGRI	Academic	The syllabus of Theory and Practical is common. The faculty is informed to complete the pending portions in time
274086	17MEC01-Mr.Chandramohan 1.5 Units Completed. The problem solving portion in the subject have to be taught clearly with proper explanation.	I - AGRI	Academic	Problems solving portion of the syllabus is revised for better understanding of the subject by the Faculty.
274087	17MEC02-M.Rabi Ahamed The voice of faculty is not audible. The subject is not taught clearly. The faculty takes extra hours continuously, but not taking classes effectively. (Monday 2nd hour field work is regularly borrowed by this concerned faculty).	I - AGRI	Academic	Instructed Faculty to raise the voice for better audibility. Method of teaching is changed to make better understanding. Subject is little bit tough to understand by the Students. To complete the portions field hours are borrowed.
274090	No proper intimation of college level circulars to the class	I - AGRI	Academic	All the circulars are displayed in the notice board regularly and forwarded in the Whatsapp group by the respective in-charges in time. Oral intimations are given.

274091	Need industrial visit for renowned industries in future.	I - AGRI	Academic	Field visits has been arranged in the ODD semester. IV is planned in the EVEN semester.
274092	The club selection for students is not allowed to be chosen properly by students. The students requested for activities in club twice in a semester.	I - AGRI	Academic	Concerned Faculty in-charge is informed to conduct the Club activities.
274093	No on duty is provided for any kind of sports activities	I - AGRI	Academic	Only for the Players OD is permitted.
274094	The students requested for department level seminars with industrial talks in offline mode.	I - AGRI	Academic	It will be arranged in this EVEN semester.
274097	17AGC10-Dr.S.Vanitha,ASP/Agri Classes are not understood clearly by students. PPT, Video lectures are requested by students for more clarity about the subject. (Projector is available in class and but faculty not using it.)	II- AGRI	Academic	Faculty is instructed to utilize the Projector facility for better understanding of the subject.
274098	17AGC11-Mr.V.Chandramohan, ASP/Agri 1 Unit Completed. This is a problem based subject. The students need more clarity about the content taught in class. The theory portion in the subject is not yet covered	II- AGRI	Academic	Faculty is instructed to re-lecture the subject concerned for understanding the problems and to give examples.
274099	17AGP05-Mr.N.Mukilan,AP/Agri 6/11 experiments are completed. As per academic schedule classes going smoothly . The lab will be more effective if the tractor is available in the Agri department.	II- AGRI	Academic	Only one tractor is available in our college. Several times separate tractor is requested in the management. Still the request is in progress.

274100	No club activity is conducted yet.	II-AGRI	Academic	Concerned Faculty in-charge is informed to conduct the Club activities.
274101	Placement-Need specific classes for placement.(aptitude class)	II-AGRI	Academic	Aptitude and verbal training classes will be taken in the III year.
274102	Examly hour is taken by subject faculties.	II-AGRI	Academic	To complete the portions in time the hours are utilized.
274103	Industrial interaction are needs from companies to gain exposure	II-AGRI	Academic	
274104	Need industrial seminars in offline mode.	III-AGRI	Academic	Industrail Seminars will be arranged soon.

M.P. L.H.
HoD 13/06/2022.

13/6/2022