



MUTHAYAMMAL ENGINEERING COLLEGE

(An Autonomous Institution)

(Approved by AICTE, New Delhi, Accredited by NAAC & Affiliated to Anna University)
Rasipuram - 637 408, Namakkal Dist., Tamil Nadu



INTERNAL QUALITY ASSURANCE CELL

Date: 19.11.2021

CIRCULAR

Sub: IQAC Meeting # II- 2021-22 - Reg.

Internal Quality Assurance Cell (IQAC) Second Meeting is scheduled for 2021-22 on 24.11.2021 in IQAC. All the Members are requested to attend the meeting at 11 AM. The agenda for the meeting is given.

AGENDA:

1. Action Taken and Review of Previous Meeting Minutes
2. Discussion on CIA I,II and End Semester Examination Results
3. First Year B.E/B.TECH - 2021-22 Regular Classes
4. NBA Tier I Visit
5. Academic Audit
6. Review of AQAR 2020-21 Consolidation
7. Training and Placement Activities
8. Any other matters

IQV Hary 19/11/2021
IQAC Coordinator

IQAC COORDINATOR
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL Dist.
TAMILNADU.

Copy to

1. The Secretary

2. All HODs

3. The Members Concerned

4. File

19/11/21
Chairperson IQAC

PRINCIPAL,
MUTHAYAMMAL ENGINEERING COLLEGE
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INTERNAL QUALITY ASSURANCE CELL

2021-22

Minutes of Meeting

24.11.2021

MoM

Meeting # II

Members Present:

S. No.	Name	Designation	Position
1.	Dr.M.Madheswaran	Principal	Chairperson
2.	Dr.K.Gunasekaran	Secretary & Managing Trustee	Member
3.	Mr.P.JeyaSingh	Chief Technical Officer Jasmin Infotech Pvt. Ltd., Chennai	External Expert
4.	Dr.K.G.Saranya	Associate Professor Dept. of Computer Science and Engg. PSG College of Technology Coimbatore	External Expert
5.	Dr.G.Sudarmozhi	Dean - Science & Humanities	Member
6.	Dr.V.Rajendran	Dean-Infrastructure	Member
7.	Dr.S.Sundaram	Dean - Technology Learning	Member
8.	Dr.B.Gopi	Dean – Product & Consultancy	Member
9.	Dr.P.Suresh	Controller of Examinations	Member
10.	Dr.R.Shanmugam	HoD - Civil	Member
11.	Dr.G.Kavitha	HoD - CSE	Member
12.	Dr.U.Saravanakumar	HoD - ECE	Member
13.	Dr.S.Saravanan	HoD - EEE	Member
14.	Dr.R.Thanigaivelan	HoD - MECH	Member
15.	Dr.N.Saravanan	HoD – BIOTECH and CHEM	Member
16.	Dr.G.Sudha	HoD – BME & MDE	Member

17.	Dr.P.Ganapathi	HoD - MBA	Member
18.	Mr.M.Subramaniam	Manager	Member
19.	Mr.S.Gunaa	Student – III rd Year MECH	Member
20.	Dr.N.Suthanthira Vanitha	Dean - Quality Assurance	IQAC Coordinator

Members Absent:

S.No.	Name	Designation	Position
1.	Er.E.Balasubramanian	Director (Retd.) Geological Survey of India Rasipuram	External Expert
2.	Dr.E.Punarselvam	HoD - IT	Member
3.	Ms.J.Abinayashree	Student – III rd Year ECE	Member

The following points were discussed:

1. Chairperson - IQAC briefed the action taken on the report of previous IQAC meeting held on 25.08.2021.

S.No.	Points Discussed	Action Taken
A.	Review of Activities planned for ProPlan, ProTech and ProCentre	<ul style="list-style-type: none"> • Activities are conducted in the Centres and Depts. to meet the targets in ProPlan, ProTech and ProCentre • Special Day Programs are organized in the Departments
B.	AQAR for 2020-21 Consolidation	AQAR 2020 – 21 data has been consolidated as per the revised format
C.	NPTEL Online Certification Course Registration	Faculty and Students were appeared for NPTEL Examination
D.	Training and Placement Activities	Students got placed in WIPRO & CTS On Campus (Virtual Mode) drive

S.No.	Points of Discussion	Action Plan	Responsibility
2.	Academic Audit – Internal – 2021-22 – ODD Semester & External -2020-21 – EVEN Semester	<ul style="list-style-type: none"> Conducted External Audit for 2020-21 EVEN Semester Schedule for Internal Academic Audit 2021-22 is discussed 	IQAC Coordinator
3.	CIA I,II and End Semester Examination Results Discussion	Students Performance in CIA I,II and End Semester Examination results are analyzed	COE
4.	First Year B.E/B.TECH-2021-22 Regular Classes	First Year classes are regularly monitored and reports are submitted by Class Advisors	HoD/S&H
5.	NBA Tier I Visit	Schedule for NBA Tier I Visit is discussed	NBA Coordinator
6.	Review of AQAR 2020-21	AQAR 2020-21 documents has been reviewed and verified for further improvement	IQAC Coordinator
7.	Training and Placement Activities	Discussed about On Campus drives (Virtual Mode) of various Companies and Placement status of eligible Students	Training and Placement Cell
8.	Any other matters <ul style="list-style-type: none"> Project Contests World Space Week (4th – 10th October) Celebration 	<ul style="list-style-type: none"> Students are informed to register for MUSIC & UiPath Hackathon Contests Celebrated World Space Week and Girl Students are recognized by Awards 	Coordinators

D.V.H.
24/11/2021
IQAC Coordinator

IQAC COORDINATOR
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[Signature]
24/11/21
Chairperson IQAC

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