



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: 19.08.2022

CIRCULAR

Sub: IQAC Meeting # I- 2022-23 - Reg.

Internal Quality Assurance Cell (IQAC) First Meeting for 2022-23 is scheduled on 26.08.2022 in IQAC. All the members are requested to attend the meeting at 11.30 AM. The agenda for the meeting is given.

AGENDA:

1. Action Taken and Review of Minutes of Meeting held on 26.05.2022
2. Plan of activities for ProPlan, ProTech, ProCentre and ProSoCC – ODD Semester- 2022-23
3. Student Target Activities for ODD Semester – 2022-23
4. End Semester Examination – EVEN Semester 2021-22
5. Faculty Empowerment Activities
6. NPTEL Online Certification Course
7. Research and Development
8. Training and Placement
9. Any other matters

D.V. Prasad 19/08/2022
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

19/08/22
Chairperson IQAC

PRINCIPAL,
MUTHAYAMMAL ENGINEERING COLLEGE
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INTERNAL QUALITY ASSURANCE CELL

2022-23

Minutes of Meeting

26.08.2022

MoM

Meeting # I

Members Present:

| S.No. | Name | Designation | Position |
|-------|----------------------|---|-----------------|
| 1. | Dr.M.Madheswaran | Principal | Chairperson |
| 2. | Dr.K.Gunasekaran | Secretary & Managing Trustee | Member |
| 3. | Er.E.Balasubramanian | Director (Retd.) Geological Survey of India Rasipuram | External Expert |
| 4. | Dr.K.G.Saranya | Associate Professor Dept. of Computer Science and Engg. PSG College of Technology Coimbatore | External Expert |
| 5. | Dr.S.Sundaram | Dean - Technology Learning | Member |
| 6. | Dr.B.Gopi | Dean – Product & Consultancy | Member |
| 7. | Dr.V.Rajendran | Dean-Infrastructure | Member |
| 8. | Dr.G.Sudarmozhi | Dean – Student Affairs | 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.N.Natarajan | HoD - MECH | Member |
| 15. | Dr.E.Punarselvam | HoD - IT | Member |

| | | | |
|-----|-----------------------------|--------------------------|------------------|
| 16. | Dr.N.Saravanan | HoD -- BIOTECH | Member |
| 17. | Dr.G.Sudha | HoD – BME | Member |
| 18. | Dr.P.Srinivasan | HoD – AI&DS | Member |
| 19. | Dr.J.Preetha | HoD – CY | Member |
| 20. | Dr.R.Senthilkumar | HoD -- MZ | Member |
| 21. | Mr.M.Subramaniam | Manager | Member |
| 22. | Ms.J.Abinayashree | Student – IV Year ECE | Member |
| 23. | Mr.S.Gunaa | Student – IV Year MECH | Member |
| 24. | Dr.N.Suthanthira Vanitha | Dean - Quality Assurance | IQAC Coordinator |

Members Absent:

| S.No. | Name | Designation | Position |
|-------|----------------|---|-----------------|
| 1. | Mr.P.JeyaSingh | Chief Technical Officer Jasmin Infotech Pvt. Ltd. Chennai | External Expert |
| 2. | Dr.P.Ganapathi | HoD - MBA | Member |

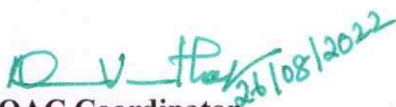
- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 26.05.2022 was discussed

| S.No. | Points Discussed | Action Taken |
|-------|----------------------------|--|
| 1. | NAAC – Cycle 2 – SSR | Data Validation and Verification (DVV) Process completed |
| 2. | Students Performance | Continuous Internal Test I,II and III performance were analyzed and End Semester Examinations are completed |
| 3. | Industry Supported Courses | <ul style="list-style-type: none"> • Identified Industry Supported Courses for the Students based on their domain. • Conducted Skill Development Courses to Students based on Industry needs |

The following points were discussed in the meeting:

| S.No. | Points of Discussion | Action Plan | Responsibility |
|-------|--|--|---|
| 1. | Plan of activities for ProPlan, ProTech, ProCentre and ProSoCC – ODD Semester- 2022-23 | Activities to be organized through various Centres, Professional Societies, Cells and Clubs for Faculty and Students are discussed for the effective implementation of Teaching Learning Process | All Deans, HoD's & Faculty Coordinators |
| 2. | Student Target Activities for ODD Semester – 2022-23 | <ul style="list-style-type: none"> Discussed about Student Target Activities (SeSTA) and insisted to motivate the Students for achieving the Target Conducted Students Technical Presentation Skill Show (sTecPreSS) for Students and appreciated with Prizes for their presentation | All HoD's & Coordinator |
| 3. | End Semester Examination – EVEN Semester 2021-22 | End Semester Examination has completed for all the years | COE |
| 4. | Faculty Empowerment Activities | <ul style="list-style-type: none"> Discussion on various parameters for Semester Target Activities for Faculty (SeTAF) All Faculty Members should follow the SeTAF for upgrading their Academic Profile and for the knowledge enrichment | All Deans & HoD's |
| 5. | NPTEL Online Certification Course | Coordinator is responsible for NPTEL registration of Faculty, Students and should ensure the maximum registration compared to previous Semester | NPTEL Coordinator |
| 6. | Research and Development | Initiated Research Group (ReGro) among Faculty Members for improving Research activities | R&D Coordinator |
| 7. | Training and Placement | <ul style="list-style-type: none"> Discussed about the Training Activities and Company specific training is offered to all eligible Students Students progress of TCS and Vuram Technology drives are discussed | Training and Placement Cell |

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| 8. | <p>Any other Matters</p> <ul style="list-style-type: none"> • COVID 19 • Independence Day • National Education Policy 2020 (NEP 2020) • World Humanitarian Day • Teachers Day Celebration • National Engineer's Day • AICTE Programs: Digital Skilling Initiatives, Innovate India Coding Championship • Celebrations on World Blood Donor day, World Lion Day, World Elephant Day, World Photography Day, ,National Nutrition Week, and World Coconut Day | <ul style="list-style-type: none"> • COVID 19 protocols are regularly followed and monitored • 76th Independence Day was celebrated on 15.08.2022 • Har Ghar Tiranga campaign under the aegis of Azadi Ka Amrit Mahotsav was observed and Photos are uploaded • Departments need to organize more programs related NEP 2020 themes • World Humanitarian Day was celebrated on 19.08.2022 by Humanitarian Club • National Teachers Day to be celebrated on September 5th 2022 • Birth Anniversary celebration of Engineer statesman Mokshagundam Visvesvaraya is planned on September 15th 2022 • Students are motivated by the Faculty Members and good number of students have attended • Various Programs are Organized to create Awareness among Faculty and Students | <p>All Heads & Coordinators</p> |
|----|--|--|-------------------------------------|


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 Chairperson IQAC
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