



# 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

## MINUTES OF ACADEMIC COUNCIL MEETING

Date: 24.02.2023

Venue: Seminar Hall

Time: 10.30AM

### Members Present:

S.No	Name	Position
1	Dr. M. Madheswaran Principal	Chairman
2	Dr. K. Gunasekaran Secretary & Managing Trustee, METRF	Management Representative
3	Dr.K.Manonmani Principal Government College of Technology Coimbatore	University Nominee
4	Dr.D.Sridharan Professor Department of Electronics and Communication CEG Campus, Anna University	University Nominee
5	Dr.V.M.Shanthi Principal Government College of Engineering Srirangam	University Nominee
6	Dr.A.M.Kalpana Professor & Head Department of CSE, Government College of Engineering, Salem	Expert- Academic
7	Mr. P. Elayamaran Chief Operating Officer Sunbright Industries Pvt.Ltd. Chennai	Expert- Industry

8	Dr. S. Raagul, MBBS	Expert-Medical
9	Mr. T.Selvaraju Lawyer	Expert-Law
10	Dr. P. Suresh Controller of Examinations	Member
11	Dr. G. Sudarmozhi Professor of Physics & Dean/ Student Affairs	Member
12	Dr. S. Sundaram Professor of Mechanical & Dean/ Technology Learning	Member
13	Dr. B. Gopi Professor of ECE & Dean/ Product and Consultancy	Member
14	Dr. N. Suthanthira Vanitha Professor of EEE & Dean/ Quality Assurance	Member
15	Dr. R. Shanmugam Professor & Head of the Department/ Civil	Member
16	Dr. G. Kavitha Professor & Head of the Department/ CSE	Member
17	Dr. V. Saravana Kumar Professor & Head of the Department/ ECE	Member
18	Dr. S. Saravanan Professor & Head of the Department/ EEE	Member
19	Dr. N. Natarajan Professor & Head of the Department/ Mechanical	Member
20	Dr. D. Anitha Asso. Professor & Head of the Department/ IT	Member
21	Dr. N. Saravanan Professor & Head of the Department/ Biotechnology	Member
22	Dr. G. Sudha Professor & Head of the Department/ Biomedical	Member
23	Dr. J. Preetha Professor & Head of the Department/ CSE (C.Sy)	Member
24	Dr. P. Srinivasan Professor & Head of the Department/ AI & DS	Member



25	Dr.R.Senthilkumar Professor&Head of the Department/Mechatronics	Member
26	Mr.S.Elavarasan Asso.Professor&Head of the Department/S&H	Member
27	Dr. P. Ganapathi Asso.Professor&Head of the Department/MBA	Member
28	Dr.M.Moorthy Professor&Head of the Department/MCA	Member
29	Dr. S. Lavanya Professor/CSE	Faculty Nominee
30	Dr. R. Raja Associate Professor/EEE	Faculty Nominee
31	Mr. T. Aravind Assistant Professor/CSE	Faculty Nominee
32	Mr. S. Bhoopalan Assistant Professor/ECE	Member- Alumni
33	Ms.K.Manogari	Student Member
34	Mr.S.V.Srijan	Student Member

<b>Minutes of the Meeting</b>	
AC-06-01	<b>To approve and confirm the minutes of Academic Council Meeting held on 22.01.2022</b> Reviewed and confirmed the 5 <sup>th</sup> Academic Council meeting held on 22.01.2022
AC-06-02	<b>Action taken on the minutes of Academic Council Meeting held on 22.01.2022</b> Action taken on the minutes of AC meeting held on 22.01.2022 was briefed by the Chairman of the committee and was noted by the member

AC-06-03	<p><b>Discussion on curriculum of all B.E/B.Tech and M.E/M.Tech/MBA and MCA</b></p> <p>The credit points given for Practical, Theory and Project work for all courses in each semester was briefed by the Chairman. He stated that total credit points for all the branches of study are fixed as 160.</p> <p>Dr. K.Manonmani suggested to have flexibility of credit points with maximum of 165. Dr. D.Sridharan suggested to provide 12 credits for the project work in the final semester instead of 9</p>
AC-06-04	<p><b>To consider and approve the minutes of BoS meetings held after 22.01.2022 for various Boards</b></p> <p>Minutes of meeting of Board of Studies conducted by the Departments were briefed by the Chairman of the Committee, and the same is noted and approved by the members</p>
AC-06-05	<p><b>To review the Credits consideration for various activities</b></p> <p>Credit points for specific activities like NPTEL Courses, Internships are discussed. Committee approved and recommended 3 credits for 8 weeks courses and 4 credits for 12 weeks courses.</p> <p>Chairman also proposed for the approval of 1, 2 and 3 credits for various Internships Dr. D.Sridharan suggested to get approval for credits from the Director, Academic courses Anna University for the activities</p>
AC-06-06	<p><b>To consider and approve the proposed Elective Courses as recommended by BoS of various Boards</b></p> <p>Elective Courses offered to various branches of study was discussed. Dr.K.Manonmani suggested to follow the Anna University norms in this regard</p>
AC-06-07	<p><b>To consider and approve the conduct of end semester examinations and results for various programmes</b></p> <p>Result of End Semester examination of 2021-22 was reviewed.</p> <p>The members noted and approved the same</p>
AC-06-08	<p><b>To review and approve the Panel of Examiners for conducting the end semester examinations</b></p> <p>Dr. P. Suresh, Controller of Examinations briefed the process of examinations for both Theory and Practical and its Evaluation process.</p> <p>The process of Question paper audit is clarified as requested by Dr. D.Sridharan Committee approved the examination process</p>
AC-06-09	<p><b>To review and recommend the new Programmes/Courses for the academic year 2023-24</b></p>



	<p>Chairman of the committee briefed the UG/PG courses offered with intake for the year 2022-23.</p> <p>The members discussed about the demand in both IT and Core industries and suggested to apply the Emerging and Multidisciplinary branches in the forth coming years.</p>
AC-06-10	<p><b>To appraise and approve Research and Consultancy Activities by Faculty members and Students</b></p> <p>Research and Consultancy Activities by both faculty and students were reviewed. The members expressed their satisfaction over the Research Activities in the previous year and suggested to improve the Consultancy Activity</p>
AC-06-11	<p><b>To discuss and provide directions on – Internship, Internal and External Audit, Mandatory courses and NPTEL courses</b></p> <p>The credit transfer for these activities are recommended by the committee</p>
AC-06-12	<p><b>To discuss on various Accreditation and Ranking Process, Awards and achievements of our institution</b></p> <p>Committee discussed the NBA and NAAC Accreditation process and advised to meticulously follow all the guidelines. The reports of both the committee visits are discussed.</p> <p>The committee expressed their satisfaction on various achievements</p>
AC-06-13	<p><b>To discuss the outreach activities conducted and suggest for future activities</b></p> <p>It was discussed about the Outreach Activities organized by NSS and other clubs</p>
AC-06-14	<p><b>To consider and approve the MoUs signed and suggest for more activities</b></p> <p>MoU signed with various organizations were discussed and expressed their views on activities.</p> <p>Dr.D.Sridharan interacted with HoD, MBA regarding the MoU with Brindavan College, Bangalore. He suggested keeping the records of activities with geo tagged photos as a proof and to do more activities fruitfully</p>
AC-06-15	<p><b>To consider and approve the Value Added and Skill Development Courses conducted and suggest for future planning</b></p> <p>Value Added Courses and Skill Development Courses conducted for the students were reviewed.</p> <p>The list of courses conducted in 2021-22 as VASD courses was presented.</p> <p>Dr.D.Sridharan suggested to follow the Value Added Courses recommended by Anna University</p>

AC-06-16	<p><b>To review and approve the activities carried out by various Professional bodies</b>  Chairman of the committee presented the activities carried out by the professional bodies like ISTE, IEEE, SAE, IE etc.  The members expressed their satisfaction for the conduct of activities and approved.</p>
AC-06-17	<p><b>To review and approve the academic and other participation by students and faculty members under ProPlan, ProTech, ProCentre and ProSoCC</b>  The Activities carried out by both faculties and students were reviewed. Chairman of the committee during his presentation elaborated ProPlan, ProTech, ProCentre and ProSocc.  Dr. A.M.Kalpna suggested to involve the non-teching staff, for their knowledge enhancement.  The committee recommended the activities to follow and ensure for the better utilization</p>
AC-06-18	<p><b>To review the purchase of books for the next academic year</b>  Availability of Books, e-books, Journals, ejournals etc., in the library was reviewed. Chairman presented the requirement of books for the new courses. Committee approved the purchase of books</p>
AC-06-19	<p><b>To review the Budget for the year 2023-24</b>  Proposed budget for the year 2023-24 was discussed. The purchase of Laboratory equipments was reviewed to establish the new laboratory. The amount spent in the previous year and proposed is approved</p>
AC-06-20	<p><b>Any other matters if needed for discussion</b></p> <ul style="list-style-type: none"> <li>• Members suggested to keep records of various activities in the form of geo-tagged photos.</li> <li>• The remuneration for evaluation, question paper setting ect., were discussed and approved</li> <li>• Dr.K.Manonmani suggested few for both internal and external audit process</li> <li>• The frequency of Internal and External audits done was discussed by the members and approved</li> </ul>

The Chairman thanked all the members for their valuable suggestions to improve the academic quality of the Institution

**Principal**  
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