



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: 29.08.2024

Circular

Sub: IQAC Meeting # I- 2024-25 - Reg.

Internal Quality Assurance Cell (IQAC) First Meeting for 2024-25 is scheduled on 06.09.2024 in IQAC. All the members are requested to attend the meeting at 10.30 AM. The agenda for the meeting is given.

Agenda

1. Action Taken and Review of Minutes of Meeting held on 07.06.2024
2. Plan of activities for ProPlan, ProTech, ProCentre and ProSoCC – ODD Semester- 2024-25
3. Faculty and Student Target Activities for ODD Semester – 2024-25
4. Academic Schedule- ODD Semester- 2024-25
5. Training and Placement Activities
6. Outreach Activities
7. Any other matters

29/08/2024
IQAC Coordinator
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL Dist.
TAMIL NADU.

1. The Secretary
2. All HODs
3. The Members Concerned
4. File

29/08/24
Chairperson IQAC
PRINCIPAL
MUTHAYAMMAL ENGINEERING COLLEGE
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RASIPURAM-637408, NAMAKKAL Dt.
TAMIL NADU.



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INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

2024-25

MoM

Meeting # I

Members Present:

Date: 06.09.2024

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.Ravi Doraiswami	CEO / President Wearable MEMS Pvt. Ltd. Rasipuram	External Expert
5.	Mr.J.Srinivasan	Deputy Principal Engineer Alten India Pvt. Ltd. Bangalore	External Expert
6.	Dr.S.Sundaram	Dean - Technology Learning	Member
7.	Dr.V.Rajendran	Dean-Infrastructure	Member
8.	Dr.G.Sudarmozhi	Dean – Student Affairs	Member
9.	Dr.P.Suresh	Dean – Research	Member
10.	Dr.N.Saravanan	Controller of Examinations	Member
11.	Dr.R.Shanmugam	Prof.& Head/CIVIL	Member
12.	Dr.G.Kavitha	Prof.& Head/CSE	Member
13.	Dr.U.Saravanakumar	Prof.& Head/ECE	Member
14.	Dr.S.Saravanan	Prof.& Head/EEE	Member
15.	Dr.N.Natarajan	Prof.& Head/MECH	Member
16.	Dr.E.Punarselvam	Prof.& Head/IT	Member

17.	Dr.N.Saravanan	Prof.& Head/BIOTECH	Member
18.	Dr.D.Sasikala	Prof.& Head/BME	Member
19.	Dr. S. Vijayaragavan	Prof.& Head/AI&DS	Member
20.	Dr.P.Muthusamy	Prof.& Head/CSE(CS)	Member
21.	Dr.R.Senthilkumar	Prof.& Head/MECHATRONICS	Member
22.	Dr.P.Ganapathi	Prof.& Head/MBA	Member
23.	Dr.M.Moorthy	Prof.& Head/MCA	Member
24.	Mr.M.Subramaniam	Manager	Member
25.	Ms.S.Mahapriya	Student – IV th Year CSE	Member
26.	Mr.S.Chandru	Student – IV th Year MECH	Member
27.	Mr.N.S.Santhosh Kumar	Student – III rd Year EEE	Member
28.	Dr.N.Suthanthira Vanitha	Dean - Quality Assurance	IQAC Coordinator

Members Absent:

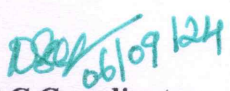
S.No.	Name	Designation	Position
1.	Mr.S.Elavarasan	Prof.& Head/S&H	Member
2.	Mr.R.P.Mithru	Student – III rd Year ECE	Member

- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 07.06.2024 was discussed

S.No.	Points Discussed	Action Taken
1.	End Semester Examination Schedule	Completed End Semester Examination for I st , II nd & III rd year Students as per schedule
2.	Training and Placement Activities	Various trainings are provided to all eligible final year students.

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- 2024-25	Department should organize activities as per target under various Centres, Professional Societies, Cells and Clubs for the benefit of Faculty and Students.	All Deans, HoD's & Faculty Coordinators
2.	Faculty and Student Target Activities for ODD Semester – 2024-25	<ul style="list-style-type: none"> Year wise format is given to achieve the target to all students for improving their academic performance. Discussed semester target activities (SeTAF) for faculty members 	All HoD's
4.	Academic Schedule- ODD Semester- 2024-25	Academic Schedule for ODD Semester- 2024-25 is discussed	CoE
6.	Training and Placement Activities	<ul style="list-style-type: none"> Third year students are provided with various training modules Industry specific training is offered to all eligible Students 	Training and Placement Cell
7.	Outreach Activities	All Departments are instructed to conduct outreach activities in association with Clubs/Cells in nearby Villages	NSS/YRC Coordinators
8.	Any other matters: <ul style="list-style-type: none"> International Yoga Day Intel Gen AI Hackathon - 2024 Scientist Birth Anniversary Talk (SBAT) 	<ul style="list-style-type: none"> Celebrated International Yoga Day on 21.06.2024 All heads are asked to motivate the interested students to register for the Intel Gen AI Hackathon Celebrated the Birth Anniversary of the Nobel Laurate Dr.H.Kromer by conducting TechTalk to students 	Faculty Coordinators


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