



MUTHAYAMMAL ENGINEERING COLLEGE

(Autonomous)

Rasipuram - 637 408, Namakkal (Dt.), Tamil Nadu, India.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 30.08.2025

Circular

Sub: IQAC Meeting # II- 2025-26 - Reg.

Internal Quality Assurance Cell (IQAC) Second Meeting for 2025-26 is scheduled on 08.09.2025 in IQAC. All the members are requested to attend the meeting at 2.30 PM. The agenda for the meeting is given.

Agenda

1. Action Taken and Review of previous Meeting
2. Review of Department Activities
3. Review of Student, Faculty, Professional Society, Clubs and Cells Activities
4. Students Performance in Assignment Practices
5. End Semester Examination for ODD Semester
6. Conduction of Internal Audits
7. Review of Training and Placement Activities
8. Any other matters

✓-das 20/8/25
IQAC Coordinator
IQAC COORDINATOR
MUTHAYAMMAL ENGINEERING COLLEGE
Copy to:
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL D.
1. The Secretary
TAMILNADU.

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

✓-p
Chairperson IQAC
PRINCIPAL
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL Dist
TAMILNADU.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting

2025-26

MoM

Meeting # II

Members Present:

Date: 08.09.2025

S.No.	Name	Designation	Position
1.	Dr.P.Senthilkumar	Principal	Chairperson
2.	Dr.K.Gunasekaran	Secretary & Managing Trustee	Member
3.	Er.E.Balasubramanian	Director (Retd.) Geological Survey of India Rasipuram	External Expert
4.	Mr.N.Meyappan	Founder/CEO TERV- Top Fresher's Technologies Pvt. Ltd., Chennai	External Expert
5.	Mr.J.Srinivasan	Deputy Principal Engineer Alten India Pvt. Ltd., Bangalore	External Expert
6.	Dr.V.Rajendran	Dean-Infrastructure	Member
7.	Dr.G.Sudarmozhi	Dean – Student Affairs	Member
8.	Dr.P.Suresh	Dean – Research	Member
9.	Dr.N.Saravanan	Controller of Examinations	Member
10.	Dr.G.Kavitha	Prof.& Head/CSE	Member
11.	Dr.U.Saravanakumar	Prof.& Head/ECE	Member
12.	Dr.T.Dharma Raj	Prof.& Head/EEE	Member
13.	Dr.N.Natarajan	Prof.& Head/MECH	Member
14.	Dr.E.Punarselvam	Prof.& Head/IT	Member
15.	Dr.S.Vijayaragavan	Prof.& Head/AI&DS	Member

16.	Dr.P.Muthusamy	Prof.& Head/CSE(CS)	Member
17.	Dr.S.Lavanya	HoD (i/c) – CSBS	Member
18.	Dr.R.Praveena	HoD (i/c) – EE(VLSI Design & Technology)	Member
19.	Dr.R.Senthilkumar	Prof.& Head/MZ	Member
20.	Mr.S.Elavarasan	Prof.& Head/S&H	Member
21.	Dr.P.Ganapathi	Prof.& Head/MBA	Member
22.	Dr.M.Moorthy	Prof.& Head/MCA	Member
23.	Mr.M.Subramaniam	Manager	Member
24.	Ms.H.Harinitha	Student - III Year ECE	Member
25.	Mr.S.Jayanth	Student - III Year EEE	Member
26.	Ms.V.Logapriya	Student - II Year CSE	Member
27.	Dr.S.Saravanan	Dean – IQAC	IQAC Coordinator

Members Absent:

S.No.	Name	Designation	Position
1.	Dr.D.Sasikala	Prof.& Head/BME	Member
2.	Mr.G.R.Kamalesh	Student - II Year MECH	Member

- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 07.06.2025 was discussed

S.No.	Points Discussed	Action Taken
1.	Plan of Department Activities for ODD Semester – 2025 - 26	Activities are conducted in the departments
2.	Faculty and Student Activities for ODD Semester – 2025-26	Faculty and Students are participated in various programs to enhance their knowledge
3.	Training and Placement Activities	Eligible Students attended KAAR Technologies On Campus drive

The following points were discussed in the meeting:

S.No.	Points of Discussion	Action Plan	Responsibility
1.	Review of Department Activities	Reviewed the activities conducted in the departments for the benefit of Faculty and Students.	All Deans, HoD's & Faculty Coordinators
2.	Review of Student, Faculty, Professional Society, Clubs and Cells Activities	Student, Faculty, Professional Society, Clubs and Cells activities are reviewed and motivated for more number of participation and planning of activities	All HoD's
4.	Students Performance in Assignment Practices	Performance of Students in Assignment Practices I & II are reviewed	All HoD's
5.	End Semester Examination for ODD Semester	The Schedule for the End Semester Practical and Theory Examinations are discussed	CoE
6.	Conduction of Internal Audits	Audit schedule for ODD Semester is discussed	IQAC Coordinator
7.	Review of Training and Placement Activities	Company specific training is offered to all eligible Students	Training and Placement Cell
8.	Any other matters <ul style="list-style-type: none"> • NPTEL Online Certification Course registration • Special Days like Children's Day, Constitution Day 	<ul style="list-style-type: none"> • Faculty and Students are asked to register for NPTEL Online Certification Course • Various Programs are organized to create awareness among Faculty and Students in the Campus through various clubs and cells 	Faculty Coordinators

Q. - day plan
IQAC Coordinator

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