MEC/IQAC/2026-27/001

MUTHAYAMMAL ENGINEERING COLLEGE

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

Estd. 2000

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 16.09.2026

Circular

Sub: IQAC Meeting # II- 2026-27- Reg.

Internal Quality Assurance Cell (IQAC) Second Meeting for 2026-27 is scheduled on 23.09.2026 in IQAC. All the members are requested to attend the meeting at 10.30 a.m. The agenda for the meeting is given below.

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 Seminar Practices
5. End Semester Examination for ODD Semester
6. Conduction of Internal Audits
7. Review of Training and Placement Activities
8. Any other matters

DEAN - IQAC

PRINCIPAL

Copy to:

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

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting - II

Members Present: **Date: 23.09.2026**

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.	N.Meyappan	Founder/CEO TERV- Top Fresher's Technologies Pvt. Ltd., Chennai	External Expert
5.	J.Srinivasan	Deputy Principal Engineer Alten India Pvt. Ltd., Bangalore	External Expert
6.	Dr.G.Sudarmozhi	Dean - Student Affairs	Member
7.	Dr.V.Rajendran	Dean - Infrastructure	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.E.Punarselvam	Prof.& Head/IT	Member
12.	Dr.S.Vijayaragavan	Prof.& Head/AI&DS	Member
13.	Dr.P.Muthusamy	Prof.& Head/CSE(CS)	Member
14.	Dr.S.Lavanya	HoD (i/c) – AI&ML and CS&BS	Member
15.	Dr.U.Saravanakumar	Prof.& Head/ECE	Member
16.	Dr.T.Dharma Raj	Prof.& Head/EEE	Member
17.	Dr.R.Praveena	HoD (i/c) – EE(VLSI Design & Technology)	Member

18.	Dr.G.Sudha	Prof.& Head /BME	Member
19.	Dr.R.Senthil Kumar	Prof.& Head/MZ & HoD (i/c) - Civil	Member
20.	Dr.N.Natarajan	Prof.& Head/MECH	Member
21.	Dr. C.Vigneshwaran	Prof.& Head /BIOTECH	Member
22.	Dr.P.Ganapathi	Prof.& Head/MBA	Member
23.	S.Elavarasan	Prof.& Head/S&H	Member
24.	M.Subramaniam	Manager	Member
25.	S.Jayanth	Student – IV Year EEE	Member
26.	H.Harinitha	Student – IV Year ECE	Member
27.	G.R.Kamalesh	Student – III Year MECH	Member
28.	Dr.S.Saravanan	Dean - IQAC	IQAC Coordinator

Members Absent:

S.No.	Name	Designation	Position
1.	V.Logapriya	Student – III Year CSE	Member

- Principal has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 19.06.2026 was discussed

S. No.	Points Discussed	Action Taken
1.	Plan of Department Activities for ODD Semester – 2026-27	Activities are conducted in the departments
2.	Training and Placement Activities	Eligible Students attended campus drive
3.	Faculty and Student Activities for ODD Semester – 2026-27	Faculty and Students are participated in various programs to enhance their knowledge

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.	End Semester Examination for ODD Semester	The Schedule for the End Semester Practical and Theory Examinations are discussed	CoE
3.	Review of Training and Placement Activities	Company specific training is offered to all eligible Students	Training and Placement Cell
4.	Students Performance in Seminar, CIA - I Practices	Performance of Students in Seminar, CIA - I are reviewed	All HoD's
5.	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
6.	Conduction of Internal Audits	Audit schedule for ODD Semester is discussed	DEAN - IQAC
7.	Any other matters • NPTEL Online Certification Course registration • Career Guidance Programme	• Faculty and Students are asked to register for NPTEL Online Certification Course • Various awareness programmes for competitive examinations like GATE, GRE, TOFEL etc. is to be offered.	Faculty Coordinators

31/5/26

DEAN - IQAC
IQAC COORDINATOR
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