



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

MEC/IQAC/Meeting/2018-19/02

Date: 16.10.2018

CIRCULAR

Sub: IQAC Meeting-Intimation to the Members of IQAC

The Meeting of Internal Quality Assurance Cell (IQAC) will be scheduled on 23.10.2018 in Conference Hall at 11.00 am. All the members are invited for the meeting. The agenda for the meeting as follows.

AGENDA:

1. Review of action taken in the previous meeting minutes
2. NPTEL online certification courses
3. NIRF-2018
4. AICTE Affiliation, and AnnaUniversity affiliation process
5. Funding Proposals
6. Training and Placement Activities
7. Any other matters.

IQAC Coordinator

Chairperson IQAC

Copy to:

- 1.The Secretary
- 2.All HODs
- 3.The members concerned
- 4.File



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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC Meeting held on 23.10.2018 at Conference Hall.

Time: 11.00 am

Members Present:

S. No.	Name of the Member	Designation	Responsibility
1.	Dr.K.Gunasekaran	Secretary & Managing Trustee, METRF Trust	Member
2.	Dr.S.Nirmala	Principal	Chairperson
3.	Dr.G.Selvakumar	Dean – ECE	Member Secretary & Coordinator
4.	Dr.P.Venugopal	Principal, MCE	External Expert
5.	Mr.L.Sivarama Prasad	Asst. Director, MSME DI, Chennai	External Expert
6.	Dr.G.Sainarayanan	Senior Technical Specialist, HCL Technologies, Chennai	External Expert
7.	Dr.G.Sudarmozhi	Dean – S & H	Member
8.	Dr.S.Sundaram	Dean – Mechanical	Member
9.	Dr.S.Sakthivel	Professor – EEE	Member
10.	Dr.S.Saravanan	HoD – EEE	Member
11.	Dr.S.Vijayaragavan	HoD – CSE	Member
12.	Mrs.T.Kowsalya	Professor – ECE	Member
13.	Dr.K.Premkumar	Director – Academic	Member
14.	Mr.M.Subramaniam	Manager	Member
15.	Mr.R.G.Praveen	Student – III rd year ECE	Member

The following points were discussed:

1. Chairperson - IQAC explained the action taken report of the previous IQAC meeting held on 11.07.2018.

S.No	Points Discussed	Action Taken
1	Preparation of AQAR 2017-18	Data collected from all Departments and AQAR is yet to submit.
2	Academic planning and activities to be organized	Departments were submitted the planning activities for current Academic Year. Student interaction for the improvement of academic results, Cocurricular and Extracurricular Activities.
3	Encouraged to conduct Extension and outreach programs through NSS/YRC	Conducted Helmet Awareness Rally, Road Safety ,Seminar on Cyber Crime, Information Security in collaboration with police department. Conducted blood donation camp, Rain water Harvesting with support of NGO's.
4	Planned to sign MoUs with industries	MoUs has been signed with industries like Global Core Technology Cube Technology, Iologix Automation Solutions, etc.,

S.No	Points of Discussion	Action Plan	Responsibility
1	NIRF Ranking for the Academic Year 2017-2018	NIRF Ranking submission and data collection from all Departments.	NIRF Coordinator
2	NPTEL Online Certification Course	All Faculty and Students have to register for NPTEL & Online Certification Course to enhance their knowledge towards teaching.	All Depart Heads
3.	AICTE Affiliation, and Anna University Affiliation Process	For the AICTE Affiliation, and Anna University affiliation submission process the department coordinators are informed to collect the data.	Dean -S&H
4.	Review of R&D	Review of R&D activities and	All Depart Heads

	activities and Funding Proposals	Funding Proposals for the quality enhancement of the Institution	
5.	Training and Placement Activities	Presented about the number of companies visited for the recruitment and the company specific training activities for the students.	Placement Director



IQAC Coordinator



Chairperson IQAC