



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/2018-19/03

Date: 22.02.2019

CIRCULAR

Sub: IQAC Meeting-Intimation to the Members of IQAC

The Meeting of Internal Quality Assurance Cell (IQAC) will be scheduled on 28.02.2019 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 items mentioned the previous meeting minutes
2. Research Publications by faculty
3. Patent Filed/Awarded
4. Alumni Meet in the Institution
5. Academic Audit
6. Consultancy Projects
7. Feedback collection process
8. Any other details.


IQAC Coordinator


Chairperson IQAC

Copy to:

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



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

Minutes of IQAC Meeting held on 28.02.2019 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 23.10.2018.

S.No	Points Discussed	Action Taken
1.	NIRF-2018	The details for NIRF-2018 were submitted
2.	NPTEL online certification courses	NPTEL on line certification Course Registered by faculty and students.
3.	Funding Proposals	Research Proposals were submitted for Seminars, Workshops, FDP, Conference and Projects to various funding agencies.
4.	Training and Placement Activities	Students attended both on and off campus placement and got selected.

S.No	Points of Discussion	Action Plan	Responsibility
1.	Research Publications by Faculty	Faculty & Students are encouraged to publish their research findings & Projects in national & International Journals	All Dept Heads
2.	Patent Filed/Awarded	Faculty & Students members are motivated to file their department innovative projects into patent	All Dept Heads
3.	Academic Audit	Discussed about the improvement of quality in Academic Audit	IQAC Co-Ordinator
4.	Alumni Meet in the Institution	Alumni Meet is planned in the Institution to motivate the Students	Chair Person
5.	Feedback collection process	Feedback form for all stakeholder is to be prepared for improve the quality of Education	IQAC Co-Ordinator
6.	Consultancy Projects	Discussed to improve the Consultancy work through Centre of Excellence	Chair Person

7.	Any other details	(i) Identification of industries for In plant training, Industrial visit and Internship (ii) Department should encourage students to participate in industry related contest.	All Dept Heads
----	-------------------	--	----------------



IQAC Coordinator



Chairperson IQAC