



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: 28.10.2020

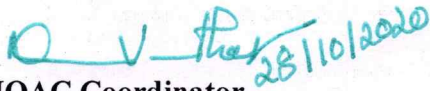
CIRCULAR

Sub: IQAC Meeting # II- 2020-21 - Reg.

Internal Quality Assurance Cell (IQAC) Second Meeting is scheduled for 2020-21 on 02.11.2020 in Conference Hall. 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 Previous Meeting Minutes
2. NIRF- 2021 Submission
3. ARIIA- 2021 Data Submission
4. CIA III and End Semester Examination- ODD Semester 2020-21
5. NPTEL - Online Certification Course Registration by Faculty Members and Students
6. Academic Audit
7. Training and Placement Activities
8. Any other matters


IQAC Coordinator

IQAC COORDINATOR
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM - 637 408, NAMAKKAL Dist.
TAMILNADU.

2.All HODs

3.The Members Concerned

4.File


Chairperson IQAC
PRINCIPAL,
MUTHAYAMMAL ENGINEERING COLLEGE
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2020-21

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

02.11.2020

MoM

Meeting # II

Members Present:

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.P.A.Manoharan	Director Robota Technology Innovation Pvt. Ltd. Chennai	External Expert
5.	Dr.K.G.Saranya	Associate Professor Dept. of Computer Science and Engg. PSG College of Technology Coimbatore	External Expert
6.	Dr.K.Ramar	Dean - Research & Development	Member
7.	Dr.S.Sundaram	Dean - Technology Learning	Member
8.	Dr.B.Gopi	Dean - Product & Consultancy	Member
9.	Dr.P.Suresh	Controller of Examinations	Member
10.	Dr.V. Rajendran	HoD - Civil	Member
11.	Dr.G.Kavitha	HoD - CSE	Member
12.	Dr.U.Saravanakumar	HoD - ECE	Member
13.	Dr.S.Saravanan	HoD - EEE	Member
14.	Dr.R.Thanigaivelan	HoD - MECH	Member
15.	Dr.E.Punarselvam	HoD - IT	Member

16.	Dr.N.Saravanan	HoD – BIOTECH & CHEM	Member
17.	Dr.P.Ganapathi	HoD - MBA	Member
18.	Mr.M.Subramaniam	Manager	Member
19.	Mr.S.Praveenkumar	Student – III rd Year MECH	Member
20.	Dr.N.Suthanthira Vanitha	Dean - Quality Assurance	IQAC Coordinator

Members Absent:

S.No.	Name	Designation	Position
1.	Dr.G.Sudarmozhi	Dean - Science & Humanities	Member
2.	Dr.G.Sudha	HoD – BME & MDE	Member
3.	Ms.P.Valarmathi	Student – III rd Year ECE	Member

The following points were discussed:

1. Chairperson - IQAC briefed the action taken on the report of previous IQAC meeting held on 29.07.2020.

S.No.	Points Discussed	Action Taken
A.	Action Plan for the Academic Year 2020-21 – ODD Semester	<ul style="list-style-type: none"> • Online Classes are Monitored & Observations were Submitted • SACT performance are reviewed and motivated students for more number of participation • Students are encouraged for Internship, Project Contest and other Technical Events • Programs are regularly organized in various Centres for Technical Upgradation of Faculty and Students • Multidisciplinary Lectures are arranged to Enhance the Interdepartmental Collaboration • Departments conducted activities to achieve the target given in ProPlan and ProTech • Faculty Members are encouraged to improve their Academic Performance through given Target (SAFE)
B.	AQAR for 2019-20	AQAR 2019 – 20 is being reviewed for Submission

C.	Research and Development Activities	Faculty Members Published Papers, Filed Patents , Submitted Proposals and Participated in various Programs
D.	NBA Tier I Prequalifier Submission	NBA Tier I Prequalifier Submitted

S.No.	Points of Discussion	Action Plan	Responsibility
2.	NIRF- 2021 Submission	Preparation of NIRF data as per the format	NIRF Coordinator
3.	ARIIA -2021 Data Submission	ARIIA 2021 Submission Process	ARIIA Coordinator
4.	CIA III and End Semester Examination - ODD Semester 2020-21	Schedule for Continuous Internal Assessment III and Tentative Schedule of End Semester Examination are discussed	COE
5.	NPTEL - Online Certification Course Registration by Faculty Members and Students	Faculty and Students are informed to must register for the NPTEL Certification Courses	NPTEL Coordinator
6.	Academic Audit	Conduction of Internal Academic Audit for Academic Year 2020-21 – ODD Semester	IQAC Coordinator
7.	Training and Placement Activities	Placement drive schedule for Circuit Branch Students is discussed	Training and Placement Cell
8.	Any other matters <ul style="list-style-type: none"> • Project Contests • COVID 19 Prevention 	<ul style="list-style-type: none"> • Students are informed to register for IEEE – EU-e -Yantra, IIT Bombay Contests • To avoid the spread of COVID 19 Virus , Norms prescribed by State and Central Governments need to be followed strictly inside the Campus 	All Dept. Heads

Q V
IQAC Coordinator 02/11/2020

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