



MUTHAYAMMAL ENGINEERING COLLEGE

(An Autonomous Institution)

(Approved by AICTE, New Delhi, Accredited by NAAC,NBA & Affiliated to Anna University)
Rasipuram - 637 408, Namakkal Dist., Tamil Nadu



INTERNAL QUALITY ASSURANCE CELL

MEC/IQAC/Meeting/2019-20/04

Date: 22.05.2020

CIRCULAR

Sub: IQAC Meeting-Intimation to the Members of IQAC

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 29.05.2020(Online). All the members are requested to attend the meeting at 10.30 am. The agenda for the meeting as follows.

AGENDA:

1. Review of action taken in the previous meeting minutes
2. Faculty Technical Up gradation- COVID 19
3. Student Enrichment Activities
4. R & D Activities
5. Technology Learning Groups (TLeGs)
6. Product & Consultancy
7. Training & Placement Activities
8. Any other details.


IQAC Coordinator 22/05/2020


Chairperson IQAC 22/05/2020

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 29.05.2020 (Online)

Time: 10.30 AM

Members Present:

S. No.	Name	Designation	Position
1.	Dr.M.Madheswaran	Principal	Chairperson
2.	Dr.K.Gunasekaran	Secretary and 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.G.Sudarmozhi	Dean - Science and Humanities	Member
7.	Dr.K.Ramar	Dean - Research and Development	Member
8.	Dr.S.Sundaram	Dean - Technology Learning	Member
9.	Dr.B.Gopi	Dean - Product and Consultancy	Member
10.	Dr.P.Suresh	Controller of Examinations	Member
11.	Dr.N.Saravanan	HoD – BioTech and Chemical Engg.	Member
12.	Dr.G.Sudha	HoD – BME and MDE	Member
13.	Dr.V. Rajendran	HoD - Civil	Member
14.	Dr.G.Kavitha	HoD - CSE	Member
15.	Dr.U.Saravanakumar	HoD - ECE	Member

16.	Dr.S.Saravanan	HoD - EEE	Member
17.	Dr.R.Thanigaivelan	HoD - Mechanical	Member
18.	Dr.E.Punarselvam	HoD - IT	Member
19.	Dr.K.Premkumar	HoD - MBA	Member
20.	Mr.M.Subramaniam	Manager	Member
21.	Ms.R.Shalini	Student – III rd Year CSE	Member
22.	Mr.A.Lakshmanan	Student – III rd Year MECH	Member
23.	Dr.N.Suthanthira Vanitha	Dean - Quality Assurance	IQAC Coordinator

The following points were discussed:

1. Chairperson - IQAC explained the action taken report of the previous IQAC meeting held on 04.02.2020.

S.No.	Points Discussed	Action Taken
1.	Institutional Ranking	Participated in various Magazine Rankings like India Today-MDRA,GHRDC CSR,Carreer 360 Degree, The Week for the Award of Best College Survey
2.	Academic and Administrative Audit	Completed Academic Audit for even semester as per the format given by IQAC
3.	AQAR (2018-19)	Collected Data from all the Departments
4.	Product and Consultancy	Consultancy Projects are carried out with the support of Industry. Innovative Projects are Identified in Department Level and Patents has been filed
5.	Research & Development	Conducted Workshop and Seminars for Research Scholars
6.	Technology Learning Groups (TLeGs) Activities	Activities are carried out for Students those are in Technology Learning Group

S.No.	Points of Discussion	Action Plan	Responsibility
1.	Faculty Technical Up gradation- COVID 19	All Faculty Members should attend Online Certification Courses, Webinars and Software Tools related to their domain.	Principal
2.	Student Enrichment Activities	Students are informed to attend the Online Certification Courses and Webinars – COVID 19	All Dept. Heads
3.	R & D Activities	Senior Faculty Members are instructed to apply Research Proposal and to Publish Papers - COVID 19.	Dean - R & D
4.	Technology Learning Groups (TLeGs)	Group Leads are informed to submit the technical article related to their group which would enhance the knowledge of students in Emerging Technologies	Dean-TL
5.	Product & Consultancy	Faculty need to submit their Innovative Ideas for Patent Filling/Publishing.	Dean - P & C
6.	Training & Placement	Training Department should plan and prepare the Online Training Classes to III rd Year students	Training & Placement Cell
7.	Any other details	Webinars are through various forums and cells for the benefit of the faculty and students Coordinators should submit the Website details for their respective cells and forums for the Website update.	All Deans & HoDs

IQAC Coordinator
 IQAC Coordinator 29/05/2020

Chairperson IQAC
 29/05/2020