



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:28.04.2023

CIRCULAR

Sub: IQAC Meeting # IV- 2022-23 - Reg.

Internal Quality Assurance Cell (IQAC) Fourth Meeting for 2022-23 is scheduled on 04.05.2023 in IQAC. All the members are requested to attend the meeting at 10 AM. The agenda for the meeting is given.

AGENDA:

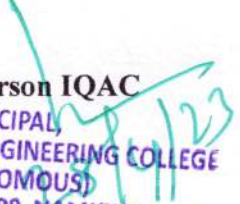
1. Action Taken and Review of Minutes of Meeting held on 10.02.2023
2. AICTE Approval and Anna University Affiliation Process
3. Students Performance in CIA
4. AQAR(2021-22) submission
5. End Semester Examination
6. Training and Placement Activities
7. Extension and Outreach Activities
8. Any other matters


IQAC Coordinator

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

Copy to:

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


Chairperson IQAC

PRINCIPAL,
MUTHAYAMMAL ENGINEERING COLLEGE
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INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

04.05.2023

MoM

Meeting # IV

2022-23

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.	Mr.P.JeyaSingh	Chief Technical Officer Jasmin Infotech 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.S.Sundaram	Dean - Technology Learning	Member
7.	Dr.B.Gopi	Dean – Product & Consultancy	Member
8.	Dr.V.Rajendran	Dean-Infrastructure	Member
9.	Dr.G.Sudarmozhi	Dean – Student Affairs	Member
10.	Dr.P.Suresh	Controller of Examinations	Member
11.	Dr.R.Shanmugam	HoD - CIVIL	Member
12.	Dr.G.Kavitha	HoD - CSE	Member
13.	Dr.U.Saravanakumar	HoD - ECE	Member
14.	Dr.S.Saravanan	HoD - EEE	Member
15.	Dr.N.Natarajan	HoD - MECH	Member
16.	Dr.D.Anitha	HoD - IT	Member
17.	Dr.N.Saravanan	HoD – BIOTECH	Member

18.	Dr.G.Sudha	HoD – BME	Member
19.	Dr.P.Srinivasan	HoD – AI&DS	Member
20.	Dr.J.Preetha	HoD – CSE(CS)	Member
21.	Dr.R.Senthilkumar	HoD – MECHATRONICS	Member
22.	Dr.P.Ganapathi	HoD - MBA	Member
23.	Dr.M.Moorthy	HoD-MCA	Member
24.	Mr.M.Subramaniam	Manager	Member
25.	Ms.J.Abinayashree	Student – IV Year ECE	Member
26.	Mr.S.Gunaa	Student – IV Year MECH	Member
27.	Dr.N.Suthanthira Vanitha	Dean - Quality Assurance	IQAC Coordinator

- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 10.02.2023 was discussed

S.No.	Points Discussed	Action Taken
1.	Conduction of Internal Academic Audit	Conducted Course file and Program Conduction Audit for all Departments
2.	Plan of Student Target Activities (SeSTA) for Even Semester	Students participated in programs to achieve the target (SeSTA)
3.	Institution Ranking	Applied various Institution Magazine Rankings

The following points were discussed in the meeting:

S.No.	Points of Discussion	Action Plan	Responsibility
1.	AICTE Approval and Anna University Affiliation Process	Applied for AICTE Approval and Anna University Affiliation for 2023-24	AICTE and AU Coordinator
2.	CIA Performance	Discussion on performance of students in CIA for all Departments	All HoD's & COE
3.	AQAR(2021-22) submission	Reviewed AQAR(2021-22) documents	IQAC Coordinator
4.	End Semester Examination	Discussed the schedule for End Semester Practical and Theory Examinations	COE

5.	Training and Placement Activities	Department should focus on training activities for pre-final year students	All HoD's & Training and Placement Cell
6.	Extension and Outreach Activities	All Departments are informed to conduct outreach activities in neighborhood village.	All HoD's & IQAC Coordinator
7.	Any other matters: <ul style="list-style-type: none"> • International Women's Day Celebration • Special Days like International Happiness Day, World Idli Day, World Homeopathy Day and World Family Day 	<ul style="list-style-type: none"> • International Women's Day was celebrated on March 8th 2023 by Women Welfare Cell • Various Programs are organized to create awareness among Faculty and Students in the Campus 	ProSoCC Coordinators

N V P
04/05/2023
IQAC Coordinator

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15/5/23
Chairperson IQAC
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