



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: 07.03.2025

CIRCULAR

Sub: IQAC Meeting # III- 2024-25 - Reg.

Internal Quality Assurance Cell (IQAC) Third Meeting for 2024-25 is scheduled on 15.03.2025 in IQAC. 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 Minutes of Meeting held on 27.12.2024
2. Review of activities for ProPlan, ProTech, ProCentre and ProSoCC – Even Semester
3. Review of Faculty and Student Target Activities for Even Semester
4. CIA Test I Performance Analysis Review
5. AQAR (2023-24) Submission
6. NBA Tier I Accreditation
7. Institution Ranking and Awards
8. Training and Placement Activities
9. Outreach Activities
10. Any other matters

07/03/2025
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

07/03/2025
Chairperson IQAC
PRINCIPAL
MUTHAYAMMAL ENGINEERING COLLEGE
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INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

2024-25

MoM

Meeting # III

Members Present:

Date: 15.03.2025

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.Ravi Doraiswami	CEO/President Wearable MEMS Pvt. Ltd. Rasipuram	External Expert
5.	Mr.J.Srinivasan	Deputy Principal Engineer Alten India Pvt. Ltd. Bangalore	External Expert
6.	Dr.G.Sudarmozhi	Dean – Student Affairs	Member
7.	Dr.S.Sundaram	Dean – Technology Learning	Member
8.	Dr.S.Saravanan	Dean-Product & Consultancy	Member
9.	Dr.P.Suresh	Dean – Research	Member
10.	Dr.N.Saravanan	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.T.Dharma Raj	HoD – EEE	Member
15.	Dr.N.Natarajan	HoD – MECH	Member
16.	Dr.E.Punarselvam	HoD – IT	Member
17.	Dr.N.Saravanan	HoD – BIOTECH	Member
18.	Dr.D.Sasikala	HoD – BME	Member
19.	Dr. S. Vijayaragavan	HoD – AI&DS	Member
20.	Dr.P.Muthusamy	HoD – CSE(CS)	Member

21.	Dr.S.Lavanya	HoD (i/c) – CSBS	Member
22.	Dr.R.Praveena	HoD (i/c) – EE(VLSI Design & Technology)	Member
23.	Dr.R.Senthilkumar	HoD – MZ	Member
24.	Mr.S.Elavarasan	HoD – S&H	Member
25.	Dr.P.Ganapathi	HoD – MBA	Member
26.	Dr.M.Moorthy	HoD – MCA	Member
27.	Mr.M.Subramaniam	Manager	Member
28.	Ms.S.Mahapriya	Student – IV th Year CSE	Member
29.	Mr.R.P.Mithru	Student - III rd Year ECE	Member
30.	Mr.N.S.Santhosh Kumar	Student - III rd Year EEE	Member
31.	Dr.N.Suthanthira Vanitha	Dean – Quality Assurance	IQAC Coordinator

Members Absent:

S.No.	Name	Designation	Position
1.	Dr.V.Rajendran	Dean-Infrastructure	Member
2.	Dr.T.Thangamani	HoD (i/c) – CSE(AI&ML)	Member
3.	Mr.S.Chandru	Student - IV th Year MECH	Member

- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 27.12.2024 was discussed

S.No.	Points Discussed	Action Taken
1.	Conduction of Internal Academic & Administrative Audit	Internal Academic and Administrative Audit for ODD Semester is completed
2.	Extension and Outreach Activities	Outreach activities conducted in association with Clubs and Cells

The following points were discussed in the meeting:

S.No.	Points of Discussion	Action Plan	Responsibility
1.	Review of activities for ProPlan, ProTech, ProCentre and ProSoCC – Even Semester	Reviewed the activities conducted through ProPlan, ProTech, ProCentres, Professional Societies, Cells and Clubs for the benefit of Faculty and Students	All Deans, HoD's & Faculty Coordinators
2.	Review of Faculty and Student Target Activities for Even Semester (SeTAF, SeSTA)	Faculty and Student Target Activities are discussed and suggested for more participation	All HoD's
3.	CIA Test I Performance Analysis Review	Reviewed the students performance analysis in Continuous Internal Assessment Test I and remedial measures are discussed	COE
4.	AQAR (2023-24) Submission	AQAR (2023-24) submitted and approval received	IQAC Coordinator
5.	NBA Tier I Accreditation	NBA peer team visit completed for CIVIL, BME & IT departments and awaiting for results	NBA Coordinator
6.	Institution Ranking and Awards	Participation of various Institution Magazine Rankings like GHRDC for Engineering and MCA, India Today, The WEEK, DQ-CMR, etc, for the year 2025 are discussed	IQAC Coordinator
7.	Training and Placement Activities	Internal and external training are offered to second and third year students based on industry requirements	Training and Placement Cell
8.	Outreach Activities	Reviewed Institutional Social Responsibility (ISR) activities conducted	ISR Coordinators

9.	<p>Any other matters:</p> <ul style="list-style-type: none"> • Pongal Celebration 2025 • NPTEL Appreciation • SGCom Y03 • HackIndia 2025 • International Women's Day - WomenZa ' 2025 • SkillPotti 2025 	<ul style="list-style-type: none"> • Celebrated and organized events for both faculty and students and recognized with prizes • Institution rated as one among top 100 NPTEL local chapter (4600+) in India, category AA for July-November 2024 • Sports and Games competitions for third year students are conducted • Conducted India's Biggest Web3 & AI Hackathon and students won prizes • WomenZa ' 2025 was celebrated with the theme of "Accelerate Action": For ALL women and girls: Rights, Equality, Empowerment by organizing various competitions and cultural programs for girl students. Students are appreciated and rewarded with prizes • Students Skill Competitions were organized based on themes and winners are appreciated with prizes 	ProSoCC Coordinators.
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 Chairperson IQAC
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