



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: 22.05.2025

CIRCULAR

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

Internal Quality Assurance Cell (IQAC) Fourth Meeting for 2024-25 is scheduled on 31.05.2025 in IQAC. All the members are requested to attend the meeting at 10.30 AM. The agenda for the meeting is given.

AGENDA:

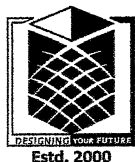
1. Action Taken and Review of Minutes of Meeting held on 15.03.2025
2. Continuous Internal Assessment Test II & III Performance Analysis
3. Internal and External Audits
4. Research and Development Activities
5. Training and Placement Activities
6. Outreach Activities
7. Any other matters

22/05/2025
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

22/05/25
Chairperson IQAC
PRINCIPAL
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM - 637 408, NAMAKKAL Dist.
TAMILNADU.



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

2024-25

Minutes of Meeting

MoM

Meeting # IV

Members Present:

Date: 31.05.2025

| 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.V.Rajendran | Dean – Infrastructure | Member |
| 9. | Dr.S.Saravanan | Dean – Product & Consultancy | Member |
| 10. | Dr.P.Suresh | Dean – Research | Member |
| 11. | Dr.N.Saravanan | Controller of Examinations | Member |
| 12. | Dr.R.Shanmugam | HoD – CIVIL | Member |
| 13. | Dr.G.Kavitha | HoD – CSE | Member |
| 14. | Dr.U.Saravanakumar | HoD – ECE | Member |
| 15. | Dr.T.Dharma Raj | HoD – EEE | Member |
| 16. | Dr.N.Natarajan | HoD – MECH | 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.T.Thangamani | HoD (i/c) – CSE(AI&ML) | Member |
| 22. | Dr.S.Lavanya | HoD (i/c) – CSBS | Member |
| 23. | Dr.R.Praveena | HoD (i/c) – EE(VLSI Design & Technology) | Member |
| 24. | Dr.R.Senthilkumar | HoD – MZ | Member |
| 25. | Mr.S.Elavarasan | HoD – S&H | Member |
| 26. | Dr.P.Ganapathi | HoD – MBA | Member |
| 27. | Dr.M.Moorthy | HoD – MCA | Member |
| 28. | Mr.M.Subramaniam | Manager | Member |
| 29. | Ms.S.Mahapriya | Student – IV th Year CSE | Member |
| 30. | Mr.S.Chandru | Student – IV th Year MECH | Member |
| 31. | Mr.N.S.Santhosh Kumar | Student – III rd Year EEE | Member |
| 32. | Dr.N.Suthanthira Vanitha | Dean – Quality Assurance | IQAC Coordinator |

Members Absent:

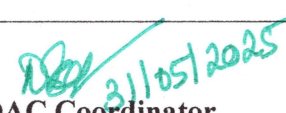
| S.No. | Name | Designation | Position |
|-------|------------------|--------------------------------------|----------|
| 1. | Dr.E.Punarselvam | HoD – IT | Member |
| 2. | Mr.R.P.Mithru | Student – III rd Year ECE | Member |


- Chairperson – IQAC has started the deliberations with welcome note
- The action taken on the report of previous IQAC meeting held on 15.03.2025 was discussed

| S.No. | Points Discussed | Action Taken |
|-------|--------------------------------|---|
| 1. | NBA Tier I Accreditation | CIVIL,BME & IT departments accredited by NBA for 3 years. |
| 2. | Institution Ranking and Awards | Data submitted to various Institution Magazine Rankings such as GHRDC for Engineering and MCA, India Today, The WEEK, DQ-CMR, CSR , Careers360 ,TIMES Engineering 2025. |

The following points were discussed in the meeting:

| S.No. | Points of Discussion | Action Plan | Responsibility |
|-------|--|--|---|
| 1. | Continuous Internal Assessment Test II & III Performance Analysis | Continuous Internal Assessment Test II & III performance of students is analyzed for internal marks. | COE & All HoD's |
| 2. | Internal and External Audits | Discussed the schedule for the conduction of internal & external Academic and Administrative Audits. | IQAC Coordinator |
| 3. | Research and Development Activities | Research activities need to be enhanced to meet the target. | Dean - Research |
| 4. | Training and Placement Activities | <ul style="list-style-type: none"> • Training schedule for pre-final year students are discussed • Placement activities are reviewed | Training and Placement Cell |
| 5. | Outreach Activities | <ul style="list-style-type: none"> • Reviewed the activities conducted by NSS and YRC • Insisted to conduct more awareness programs | ISR Coordinators |
| 6. | Any other matters: <ul style="list-style-type: none"> • Kaluri Kanavu 2025 • Alumni Association • International Yoga Day | <ul style="list-style-type: none"> • Institution organized career guidance awareness program for +2 students in association with Government of Tamil Nadu • Alumni interaction has arranged for the first of MEC • Yoga and Meditation Club planned to celebrate International Yoga Day on 21.06.2025 | Alumni Coordinator YMC Coordinator |


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


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