



INTERNAL QUALITY ASSURANCE CELL (IQAC)

SSCET/ IQAC / 2020-21 / 01

18.09.2020

CIRCULAR

IQAC Meeting is scheduled on 21.09.2020 to discuss the following agenda in respect of ensuing academic year (2020-21). All the members of IQAC are requested to attend the meeting without fail.

Venue: Board Room, Principal Office

Time: 10.30 a.m.

AGENDA:

1. NBA Visit & Result of MECH & CSE department.
2. Action plan for the academic year 2020-21
3. Online class
4. NAAC Submission
5. NIRF & ARIIA Participation
6. Permanent affiliation
7. Any other

Coordinator - IQAC

Copy to: The Members Concern

Office, IQAC

Chairman and Vice Chairman for kind information

Principal



Sri Shanmugha College of Engineering and Technology

Pullipalayam

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting

Date : 21.09.2020

Members Present

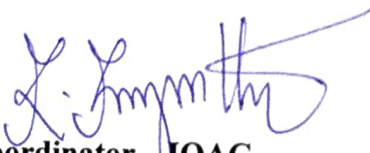
S. No	Members	Designation	Signature
1	Dr. R. Radhakrishnan	Principal	
2	Dr. Markkandeyan	HoD / CSE	
3	Mr. K.Mohan	HoD / CIVIL	
4	Dr. M. Kannan	HoD/ ECE	
5	Mr. R. Boopathi	Assistant Professor of Mechanical	
6	Mrs.M.Chitra	Assistant Professor of Civil	
7	Ms. A. Manimala	Assistant Professor of Mathematics	
8	Mr.U.Muthaiaah	Assistant Professor of CSE	
9	Mr. B.Uthayakumar	Administrative officer	
10	Dr. R. Rajavel	Local Society Doctor, Kongu Nursing Home, Tiruchengode	
11	1. Ms. M. Sathya 9442346546 2. Mr. R.S.Tanish 9842556557	Alumni	
12	1. Mr.R.A.Ranjith kumar (732717103013) 2. Mr.S.K.Abishek (732717114001)	Student	
13	Mr. T. T. Paranthaman	Industrialists	
14	Dr. R. Kumaravelan	External Expert	
15	Mr.R.Boopathi	Coordinator IQAC	

The following points were discussed during the meeting:

1. The following action plan for the academic year has been scheduled and discussed.

Particulars		Period
1. Academic Calendar 2020-21	-	Sep, 2020
2. Submission of NAAC	-	Dec, 2020
3. NIRF Participation	-	Feb, 2021
4. ARIIA Participation	-	Feb 2021
5. Anna University permanent Affiliation	-	Dec, 2020
6. ISO Surveillance Audit	-	Mar, 2021
7. Academic Audit	-	Mar, 2021
8. Initiation of NBA Renewal for ECE	-	Dec, 2020

2. The Coordinator IQAC was requested to follow the schedule as per plan.
3. Coordinator IQAC requested to ensure the awareness on outcome based education among the faculty members.


Coordinator - IQAC


Principal

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Sri Shanmugha College of Engineering and Technology

Pullipalayam

INTERNAL QUALITY ASSURANCE CELL (IQAC)

SSCET/ IQAC / 2020-21 / 02

06.04.2021

CIRCULAR

IQAC Meeting is scheduled on 13.04.2021 to discuss about the various important points. All the members of IQAC are requested to attend the meeting without fail.


Venue: Board Room, Principal Office

Time: 10.30 a.m.

AGENDA:

1. Action taken for the previous meetings.
2. Initiation of NAAC Reassessment
3. NIRF & AISHE Participation
4. ISO Surveillance Audit progress.
5. Funding Proposal Submission
6. Improvement on faculty research publications.
7. Improving the quality of Question papers and course materials.
8. Effective conduction of online classes.
9. AICTE & Anna University Affiliation progress.
10. Any other


Coordinator - IQAC


Principal

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Sri Shanmugha College of Engineering and Technology

Pullipalayam

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting

Date: 13.04.2021

Members Present

The following points were discussed during the meeting:

S. No	Members	Designation	Signature
1	Dr. R.Saravanan	Principal	R. Saravanan
2	Dr. Markkandeyan	HoD / CSE	
3	Mr. K.Mohan	HoD / CIVIL	
4	Dr. R.Jamuna	HoD/ ECE	
5	Mr. R. Boopathi	Assistant Professor of Mechanical	R. Boopathi
6	Mrs.M.Chitra	Assistant Professor of Civil	M. Chitra
7	Ms. A. Manimala	Assistant Professor of Mathematics	S. Manimala
8	Mr.U.Muthaiaah	Assistant Professor of CSE	U. Muthaiaah
9	Mr. B.Uthayakumar	Administrative officer	B. Uthayakumar
10	Dr. R. Rajavel	Local Society Doctor, Kongu Nursing Home, Tiruchengode	R. Rajavel
11	1. Ms. M. Sathya 9442346546 2. Mr. R.S.Tanish 9842556557	Alumni	S. Sathya R. S. Tanish
12	1. Mr.S.Lokesh (732716114016) 2. Ms.P.Saranya (732716114039)	Student	S. Lokesh P. Saranya
13	Mr. T. T. Paranthaman	Industrialists	T. T. Paranthaman
14	Dr. R. Kumaravelan	External Expert	R. Kumaravelan
15	Mr. R. Boopathi	Coordinator IQAC	R. Boopathi


1. Coordinator IQAC informed the action taken of the previous meeting held on 28.10.2019.

S. No	Particulars	Action Taken
1	Initiation of NAAC Reassessment	Reassessment for NAAC has been initiated. The criteria heads are asked to prepare for the same.
2	Submission of AQAR 2020-21	AQAR has been prepared and NAAC Reassessment work initiated
3	NIRF & AISHE Participation	IQAC – Coordinator along with concern in-charge explained about the current position of NIRF and AISHE ranking. Improvement sought has been discussed. And being ready to participation.
4	Academic & ISO Audit	Academic Audit has been conducted in the month of October, 2020 and the process were completed in the month of November, 2020. ISO surveillance Audit process is in progress.
5	Funding Proposal Submission	Principal requested to IQAC coordinator to encourage the faculty members to submit more research proposal to the sponsored agencies.
6	Faculty Publications	The IQAC members insisted that the faculty publications should be improved and it is recommended for sponsorship to reputed conferences and journals.
7	Improving the quality of Question papers and course materials.	The Principal conveyed that the question papers for all tests and model exams should be strictly follow learning levels and HoDs shall ensure the quality of the question paper.
8	Effective conduction of online classes.	It has been discussed that effective conduction of online classes with the help of interactive tools shall be practiced by all faculty members. Online attendance shall be monitored strictly.
9	AICTE & Anna University Affiliation progress.	The HoD's are requested to prepare the necessary documents for the inspection committee visit of AICTE and Anna University inspections.

10	Any other	Principal addressed about the IIT Bombay-X upcoming courses and asked the faculty and students to make use of it. Industrialist Mr. T. T. Paranthaman and Dr. R. Kumaravelan addressed about the current requirement on the employability in the industrial side. The same has been requested to IQAC Coordinator to take up to the student level through HoDs.
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2. IQAC Coordinator and Principal informed the routine activity of AICTE and Anna University affiliation process. Administrative officer informed to Principal and IQAC coordinator to submit the detail in time for the approval process.
3. Further the Principal and The IQAC Coordinator thanked all the members for their valuable presence and suggestions.


Coordinator - IQAC


Principal

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