

Dr. Mahalingam College of Engineering and Technology, Pollachi 642 003

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2013-14/08

Date: 13.02.2014

Circular

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 20th February 2014 at Principal's Conference Hall. All the members of the IQAC are requested to attend the meeting at 4:00 pm sharp. The points to be discussed in the meeting are as follows:

Agenda

1. Action taken report of previous meeting
2. Launch of Mission 10X Technology Learning Centre
3. External Academic Audit
4. Institute-Industry Interaction
5. Any other matters



Coordinator – IQAC



PRINCIPAL

To: The Members concerned through E-mail
Copy to: IQAC, MCET Office
Copy Submitted to: The Directors, The Secretary

Dr. Mahalingam College of Engineering and Technology, Pollachi 642 003

Internal Quality Assurance Cell

Minutes of IQAC meeting held on 20th February 2014 at Principal's Conference Hall at 4:00 pm

Members Present:

The following members were present:

<i>Name</i>	<i>Designation</i>
Prof. C. Ramaswamy	- Secretary, MCET
Dr. S. Vijayarangan	- Director (Academic)
Dr.Ranga Palaniswamy	- Director (Student Affairs)
Dr. M. Ramakrishnan	- Principal
Dr. A. Rathinavelu	- Vice Principal, MCET
Mr. A. Srinivasan	- Coordinator / IQAC
Mr.KovaiChelvan	- Sr. Vice President(HR), TVS Motors, Harita, Hosur
Mr. P. Prabakaran	- Consultant,Quality Audit & Performance, Coimbatore
Dr.R. Sudhakar	- HOD/ECE
Dr.I.Rajendran	- HoD/Mech
Mr. A. Senthil Kumar	- Lecturer, IQAC
Mr. K.K. Anand Kumar	- B.E. EEE Final year
Ms. S. Niveditha	- B.E. CSE Third year

The following points were discussed:

S.No	Points Discussed	Action Plan	Target Date	Responsibility
1	Action taken report of previous meeting	Coordinator-IQAC explained the action taken report of the previous IQAC meeting held on 23.01.2014	-	-

2	Launch of Mission 10X Technology Learning Centre	Launching of MCET- Mission 10X Technology Learning Center were discussed and it will be started during last week of March 2014.	Last week of March 2014	CSE
3	External Academic Audit	External Academic Audit is scheduled on 11 th March 2014. The documents and processes related to Even Semester 2012-13 and Odd semester 2013-14 will be audited	11.03.2014	IQAC
4	Institute-Industry Interaction	Teams, comprising a senior faculty in the designation of AP (SG) and 2 or 3 APs, will be constituted in every department. The team will visit the industries relevant to their department and explore the possibilities of obtaining training and doing projects.	Routine activities	All departments
5	Any other matters	Reviewed the implementation of Strategic Planning and its action plan for the academic year 2013-14. Also, the departments which are going for NBA reaccreditation and the reports to be submitted for NBA were discussed and analysed	Routine Activities	IQAC



Coordinator – IQAC



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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held at 04:00 pm on 20th February 2014

ACTION TAKEN REPORT

S.No	Action Plan	Action Taken
1	Launch of Mission 10X Technology Learning Centre	MCET- Mission 10X Technology Learning Center was launched at MCET on 26 th March 2014. Dr.Rajendra Joshi, Head, Mission10X Research Centre, WIPRO Technologies was the Chief Guest and Mr. P. Veerendra, Senior Manager, Academic Relations, WIPRO Technologies was the Guest of Honour.
2	External Academic Audit	External Academic Audit was conducted on 11 th March 2014. The documents and processes related to Even Semester 2012-13 and Odd semester 2013-14 were audited. Pre-auditing and Post audit meeting were conducted with the presence of Principal and audit report was sent to all departments for fulfilling their deficiencies.
3	Institute-Industry Interaction	Teams, comprising a senior faculty in the designation of AP (SG) and 2 or 3 APs, will be constituted in every department. The team will visit the industries relevant to their department and explore the possibilities of obtaining training and doing projects. It was discussed in the HoDs meeting.
4	Strategic Planning	Reviewed the implementation of Strategic Planning and its action plan for the academic year 2013-14.

5	NBA Reaccreditation process	NBA coordinator in each department (CSE, IT, EEE, ECE, Mechanical) was nominated. The reports to be submitted for NBA were discussed in the HoDs meeting.
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