

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

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2015-16/04

Date: 01.04.2016

CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 6th April 2016 at Secretary's Conference Hall. The following members of the IQAC are requested to attend the meeting at 2:30 pm.

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 & Coordinator, MCET
Dr. A. Senthil Kumar - HoD-EEE
Dr. S. Ramakrishnan - HoD - IT
Dr. A. Senthil Kumar - AP(SS), IQAC
Dr. G.V.Sriramachandran - AP (SG), Maths, S & H

The points to be discussed in the meeting are as follows:

1. Action taken of the previous meeting minutes
2. Pedagogy workshop
3. Career orientation for final year students
4. AICTE approved FDP in use of ICT education
5. Process Audit for the year 2015-16
6. Establishment of Factory Automation centre
7. Workshops and Seminars for faculty & students development
8. 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 6th April 2016 at Secretary's Conference Hall at 2:30 pm

Members 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 & Coordinator, MCET
Dr. A. Senthil Kumar	- HoD-EEE
Dr. S. Ramakrishnan	- HoD - IT
Dr. A. Senthil Kumar	- AP(SS), IQAC
Dr. G.V.Sriramachandran	- AP (SG), Maths, S & H

The following points were discussed:

S.No	Points Discussed	Action Plan	Target Date	Responsibility
1	Action taken of the previous meeting minutes	Coordinator-IQAC explained the action taken report of the previous IQAC meeting held on 23.01.2016	-	-
2	Pedagogy workshop	Professional Skills (PS) III pilot workshop will be conducted during 2-5, May 2016. Attendance and outcome of the previous meeting PS workshop was discussed.	2-5 May 2016	PS Division
3	Career orientation for final year students	Career Orientation by Ms.G.T.Citra, Senior Software Engineer, Soliton Technologies, Coimbatore will be arranged through Skype on for eligible final year IT students	31.05.2016	CPG

4	AICTE approved FDP in use of ICT education	Four week AICTE approved FDP by IIT Bombay on "Use of ICT in Education for Online and Blended Learning" by IIT-B Remote Center will be conducted.	02.05.2016 to 10.07.2016.	Nodal officer, IITB-MCET.
5	Process Audit for the year 2015-16	Process Audit for the Academic year 2015-16 will be conducted by IQAC . Necessary follow-up activities will be taken up by IQAC.	May 2016	IQAC
6	Establishment of Factory Automation centre	Secretary informed about the planning of establishment of Factory Automation Centre in connection with Mitsubishi Electric India for circuit stream departments. Team member discussed about the course offered for students in these centre.	04.05.16	EIE
7	Workshops and Seminars for faculty & students development	Coordinator-IQAC proposed the following plan of works: i) FDP on Technical Writing by English department	June 2016	English
		ii) One day workshop on NBA – Phase II	June 2016	IQAC
		iii) 2 Week STTP on “Environmental Studies” by Civil dept, in IITB remote centre from 02.06.2015 to 12.06.2015.	02.06.2015 to 12.06.2015	Civil
		iv) Wipro Mission 10X Engineering Faculty Workshop from 16.06.2015 to 18.06.2015	16.06.2015 to 18.06.2015	FDC
		v) Mr.Yuvabharath, Soliton Tech. , Senior System Engineer interaction with CSE final year students in the aspect of placement	June 2016	CSE
		vi) Workshop on webbench power designer and power architect basics by ECE dept..	End of June 2016	ECE

8	Any other matters	<p>Vice Principal informed about the award of students Project "MEDIHAND" guided by Dr.A.Reghu, AP (SG), CSE which is selected as one among the Top 15 projects by ICT Academy of Tamil Nadu for "ICTACT Student Innovator Award 2015" and was presented at ICTACT, Chennai on 13th June 2015.</p> <p>MCET alumnus Miss. R. Veena (B.Tech IT 2007-2011) has secured the university First Rank in MBA (2012-2014), Anna University Results.</p>	-	-
		Reviewed the implementation of Academic Calendar activities.	Routine activities	IQAC



Coordinator – IQAC



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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 6th April 2016 at Principal's Conference Hall at 2:30 pm

ACTION TAKEN REPORT

S.No	Action Plan	Action Taken
1	Pedagogy workshop	Professional Skills (PS) III pilot workshop was conducted at MCET during 2-5, May 2016. 59 faculty members participated.
2	Career orientation for final year students	Career Orientation by Ms.G.T.Citra, Senior Software Engineer, Soliton Technologies, Coimbatore was arranged through Skype on 31.05.2016 for eligible final year IT students
3	AICTE approved FDP in use of ICT education	Four week AICTE approved FDP by IIT Bombay on "Use of ICT in Education for Online and Blended Learning" was conducted by IIT-B Remote Center, MCET from 02.05.2016 to 10.07.2016. 25 staff and students benefitted.
4	Process Audit for the year 2015-16	Process Audit was conducted during 5-6, May 2016 by IQAC and reviewed the academic and administrative activities and processes.
5	Establishment of Factory Automation centre	Factory Automation Centre was established with Mitsubishi Electric India on 04.05.16 for circuit stream departments.
6	Staff Welfare activities	Staff welfare meeting on "Thrift Society" for all staff members was conducted on 25.06.2015

7	Workshops and Seminars for faculty and students development.	FDP on Technical Writing was conducted by English department on 17.06.2015 & 18.06.2015 45 staff members of MCET benefitted.
		One day workshop on NBA – Phase II was conducted by IQAC on 24.06.2015. Faculty members of MCET participated.
		Two Week STTP on “Environmental Studies” was organised by Civil dept, in IIT Bombay remote centre sponsored by IITB from 02.06.2015 to 12.06.2015. 15 faculty members of MCET benefitted.
		Wipro Mission 10X Engineering Faculty Workshop was organized from 16.06.2015 to 18.06.2015. 30 faculty members of MCET benefitted.
		Mr.Yuvabharath, Soliton Technologies & Mr.Hariharasudhan, Senior System Engineer, Infosys Ltd interacted with CSE final year students in the aspect of placement on 27.06.2015.
		Workshop on webbench power designer and power architect basics was organized by ECE dept. on 30.06.2015.



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