

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

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2015-16/02

Date: 13.10.2015

CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 17th October 2015 (Saturday) at Secretary's Conference Hall. All the members of the IQAC are requested to attend the meeting at 3:00 pm. The points to be discussed in the meeting are as follows:

AGENDA:

1. Action taken report of the previous meeting
2. Career Orientation Programme to Students
3. Active learning program-Phase –II
4. Pedagogy Workshop / Seminar
5. Energy Management Program
6. Training program for placed students
7. Guest lecture on “Interview Skills”
8. STEP – Student Talent Enhancement Programme
9. Cultivating quality yardsticks to enhance communication skills among students.
10. Establishment of Bosch Diesel System Centre
11. Strategic Planning Follow up
12. 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 17th October 2015 at Secretary's Conference Hall at 3:00 pm

Members Present:

Prof. C. Ramaswamy	- Secretary, MCET
Dr. S. Vijayarangan	- Director (Academic)
Dr.RangaPalaniswamy	- Director (SA)
Dr. M .Ramakrishnan	- Principal
Dr. A. Rathinavelu	- Coordinator-IQAC & Vice Principal, MCET
Mr.KovaiChelvan	- Sr. Vice President (HR), TVS Motors
Mr. P. Prabakaran	- Consultant, Quality Audit & Performance, Coimbatore
Dr.A.Senthil Kumar	- HOD/EEE
Dr.S.Ramakrishnan	- HoD/IT
Mr.G.V.Sriramachandran	- AP(SG), Science and Humanities
Dr.A. Senthil Kumar	- AP(SS), Humanities, IQAC
Mr. Kishore Kesav	- B.E. Mech. Final year
Ms.D.Akshya	- B.Tech IT Final year

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 20 th July 2015.	-	-
2	Career Orientation Programme to Students	Secretary informed about the Orientation Program organising for all the Placed final year IT students. HR Consultant will address the students in regards to Career Enhancement.	15.10.15	CPG
3	Active learning program-Phase -II	Active learning program-Phase -II" will be organized by the Mechanical Engineering department from 07.12.15 to 08.12.15.	7-8, Dec 15	Mech. Dept.

4	Pedagogy Workshop / Seminar	Pre-workshop on Professional Ethics (PS-IV) course” will be conducted during last week of December 2015.	Dec ‘15	PS section
		An interactive session on “Engineering Teachers’ Role in Academic Industry Collaboration” by Dr. YS Rajan, Senior Professor and Scientist, ISRO, Bangalore will be arranged by IQAC jointly with ISTE faculty chapter.	December first week	ISTE & IQAC
5	Energy Management Program	“Energy Management” will be organized for circuit stream students to enhance their skills in renewable energy.	Second week of January 2016	EEE
6	Training program for placed students	Training programme will be imparted with an Infosys Campus Connect Webinar Series program .	December 2015	CPG
7	Guest lecture on “Interview Skills”	A guest lecture on “Interview Skills” will be organized for IT stream students for facing campus interviews .	Dec ‘15	CPG
8	STEP – Student Talent Enhancement Programme	STEP – Student Talent Enhancement Programme to interact with Industry Experts will be arranged on 19.12.2015 for II year students. The resource persons from various discipline will be invited. Few resource person names were recommended by the committee members.	19.12.15	CPG
		It was decided to arrange Student Talent Enhancement Programme for I and II year circuit stream students during January 2016. Secretary informed the Principal to identify the suitable resource persons and prepare the schedule.	January ‘16	CPG

9	Cultivating quality yardsticks to enhance communication skills among students.	It was decided to introduce a new model on “Speaking Activity” for first year students and “LSRW activities” for the second and third years for enhancing and foster English communicative competence among students in order to meet out the requirement of global job avenues.	From this academic year	English dept.
		Workshop on “Technical Communication” will be organized on November 30, 2015 to December 4, 2015. Faculty members are to be identified for the workshop	Nov-Dec 2015	FDC
10	Establishment of Bosch Diesel System Centre	It was planned to establish Bosch Diesel System Centre. In this regard, an MoU will be signed during first week of December in the department of Automobile Engineering.	First week of Dec ‘15	Auto. Dept.
11	Strategic Planning Follow up	It was also reviewed the implementation of strategic planning. Implementation of ERP system and role of CIBIE were discussed.	Routine activities	IQAC



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Minutes of IQAC meeting held on 17th October 2015 at Secretary's Conference Hall at 3:00 pm

ACTION TAKEN REPORT

S.No	Action Plan	Action Taken
1	Career Orientation Programme to Students	An Orientation Program has been conducted for all the Placed final year IT students on 15.10.2015 in New Seminar Hall, MCET, Pollachi. Mr. Srimanto Bhattacharya (HR Consultant) addressed the students in regards to Career Enhancement.
2	Active learning program-Phase –II	Active learning program-Phase –II” was organized by the Mechanical Engineering department from 07.12.15 to 08.12.15. 11 faculty members benefitted.
3	Pedagogy Workshop / Seminar	<p>Pre-workshop on Professional Ethics (PS-IV) course” by Mr.Naveen, Consultant, Bangalore was organised by MCET during 21-22, December 2015. 22 faculty members and 12 students benefitted.</p> <p>Professional Skill (PS-V) a preliminary workshop was conducted by Mr. Naveen, Consultant from Bangalore on 22.01.2016</p> <p>A Seminar Cum interactive session on “Engineering Teachers’ Role in Academic Industry Collaboration” was organised by ISTE-MCETE Staff Chapter on 08.12.2015. Dr. YS Rajan, Senior Professor and Scientist, ISRO, Bangalore was the resource person.</p>

4	Energy Management Program	A two day training program on “Energy Management” was organised by the department of EEE during 8-9, January 2016. 43 staff members and students benefitted
5	Training program for placed students	22 students of final year IT, who had placed in Infosys, were imparted with an Infosys Campus Connect Webinar Series on “Foundation Program 4.0” from 11.12.2015 to 16.12.2015.
6	Guest lecture on “Interview Skills”	A guest lecture on “Interview Skills” for Third Year IT Students by Mr. SainathVasudevan, Cloud Architect Engineer, SAP Labs India Pvt.Ltd., Bengaluru was organised by the dept. of IT on 19.12.2015.
7	STEP – Student Talent Enhancement Programme	STEP – Student Talent Enhancement Programme to interact with Industry Experts was arranged on 19.12.2015 for II year students with Mr. Abhilash Gopalakrishnan, Principal Engineer, Power Technologies R&D, ABB Global Industries and Services Ltd., Bengaluru, Mr.M. Muthukumar, Lead Engineer, Radar, RF &Microwave, Air bus Defence and Space, Bengaluru, Mr.Jayaprakash Natarajan, Chief Er., Saipem India Project Ltd, Chennai and Mr.B.Somasundaram, ZF Windpower Ltd, Coimbatore. Mr. DarshanKonnar, General Manager, Bosch, Mr. A. Sangeeth Kumar, Senior Manager (Projects & Quality), Caresoft, Mr. BalaSundarasamy, Founder & Director, Ardhika, Chennai. Mr. SainathVasudevan, Cloud Architect Engineer, SAP Labs India Pvt. Ltd., Bengaluru on 19.12.2015.

	<p>Student Talent Enhancement Programme (STEP) for First Year</p>	<p>Student Talent Enhancement Programme STEP – Student Talent Enhancement Programme to interact with industry experts was arranged for I and II year circuit stream students on 09.01.16 and 30.01.16.</p> <p>Mr. Saravanakumar, Embedded Engineer, Robert Bosch, Coimbatore; Mr. J.Aravindhnan, Senior Software Developer, Robert Bosch, Coimbatore; Ms.D.Mariammal, Robert Bosch, Coimbatore, (Alumni's, MCET), Dr.G.Balakrishnan, Caterpillar Ltd, Chennai; Dr.E.Ramakrishnan, Robert Bosch, Cbe; Mr. Ramesh BaskarRao, Vice President, TTK Prestige Ltd, Bangalore; Mr.E.K.Ponnusamy, President Codissia, Cbe; Mr.V.Kannan, Senior Manager R&D, Gilbarco Veeder Root India Pvt Ltd, Cbe; on 09.01.2016.</p> <p>An interactive session with Mr.G.Arunkumar, Territory Incharge, Shriram Pistons and Rings Ltd, Bangalore; Mr.Sundaralingam, Design Engineer, Mahindra Research Valley, Chennai; Mr.Rajkamal, Design Technologies-F1 Racing, Cbe were made on 09.01.2016.</p> <p>Mr.S.Ragunathan, Director, Mantech Technical services Pvt. Ltd, Adyar, Chennai; Mr.G.Swaminathan, Senior Program Manager - R&D, Schneider Electric, Bengaluru; Mr.V.MuraliKrishna, Engineer, QUALCOMM, Chennai; Mr. Nivas, Software Engineer, Robert Bosch, Coimbatore; Mr. N.Kartick, Engineer-</p>
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8	To cultivate quality yardsticks to enhance communication skills among students.	<p>To enhance and foster English communicative competence among students in order to meet out the requirement of global job avenues, a new module “Speaking Activity” for first year students and “LSRW activities” for the second and third years is introduced.</p> <p>Workshop on “Technical Communication” was orgniased by IT Stream from November 30, 2015 to December 4, 2015. 20 faculty members benefitted.</p>
9	Establishment of Bosch Diesel System Centre	Bosch Diesel System Centre was established and Memorandum of Understanding (MOU) was signed on 07.12.2015 in the department of Automobile Engineering.

10	Strategic Planning Follow up	It was also reviewed the implementation of strategic planning. Implementation of ERP system and role of CIBIE were discussed.
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