

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

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2018 – 19/04

Date: 30.4.2019

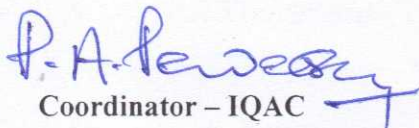
CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 10.5.2019 at Secretary's Conference Hall. All the members of the IQAC are requested to attend the meeting at 2.30 pm. The points to be discussed in the meeting are as follows:

AGENDA:

1. Action taken of the previous meeting minutes.
2. Action taken for Even semester academic plan.
3. Graduation and Placement status for the AY 2018-19.
4. Details of MoU signed during AY 2018-19.
5. Status of implementing new regulation from the AY 2019-20.
6. Steps to improve R&D activities.
7. MCET ranking in NIRF 2019.
8. NBA accreditation Process: Extension of approval for 3 more years for Automobile, Civil and E&I departments.
9. Online course completion: Both students and faculty.
10. Any other matters.


Coordinator – IQAC


PRINCIPAL

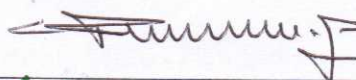


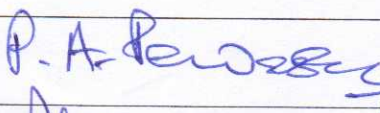
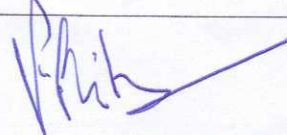
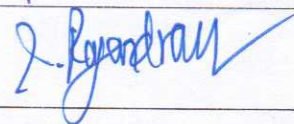

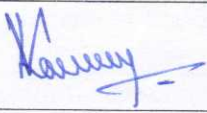
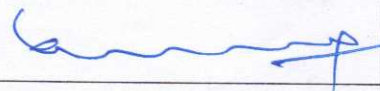
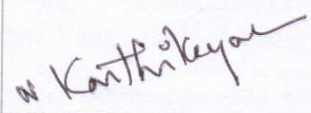
To: The Members concerned
Copy to: IQAC, MCET Office
Copy Submitted to: The Secretary

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

INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting held on 10.5.2019

Attendance Sheet

S.No	Name	Designation	Signature
1.	Prof. C. Ramaswamy	Secretary, MCET	
2.	Dr. A. Rathinavelu	Principal	
3.	Mr.R.Manivannan	Principal, NPTC	
4.	Dr. P.A.Periasamy	Coordinator – IQAC	
5.	Mr.R.Ravikumar	General Manager – Operations Roots Multiclean Ltd.	
6.	Dr.I.Rajendran	HoD/Mech	
7.	Dr. S.Ramakrishnan	HOD/IT	
8.	Dr.V.Lakshminarayanan	Controller of Examinations	
9.	Dr.K.Vijayakumar	HOD i/c /Mechatronics	
10.	Mr. N. Karthikeyan	AP-Physics, IQAC	
11.	Mr.K.P.Janarthanan	Final Year BE Automobile. (15BAU040)	Leave of absence

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

INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 10.5.2019 at Secretary's Conference Hall at 2.30 pm.

Members Present:

<u>Name</u>	<u>Designation</u>
Prof. C. Ramaswamy	- Secretary, MCET
Dr. A. Rathinavelu	- Principal
Mr.R.Manivannan	- Principal, NPTC
Dr. P.A.Periasamy	- Coordinator-IQAC
Mr.R.Ravikumar	- General Manager – Operations Roots Multi clean Ltd.
Dr.I.Rajendran	- HoD/Mech
Dr. S.Ramakrishnan	- HOD/IT
Dr.V.Lakshminarayanan	- Controller of Examination
Dr.K.Vijayakumar	- HOD i/c /Mechatronics
Mr. N. Karthikeyan	- AP, Physics, IQAC

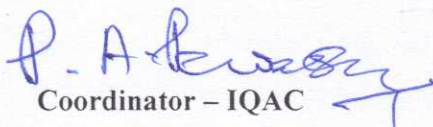
The following points were discussed:

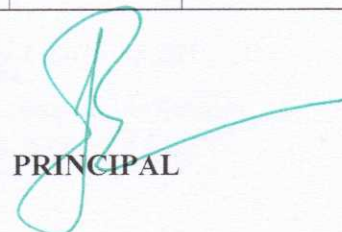
1. Action taken on the minutes of previous meeting held on 29.1.2019 at Secretary's Conference Hall at 2.30 pm.

S.No	Points Discussed	Action Taken
a.	Academic plan for the Even semester 2018-19 and action taken for ODD semester Academic plan	The follow up process is going on.
b.	Strategy to improve placement and higher studies.	Based on the steps initiated by CPG and academic departments, the status of placement and higher studies is improved.
c.	Alumni contribution to the institution's development.	President of MCET Alumni association is taking necessary steps to improve the alumni contribution for institution's development.
d.	Steps to be taken to improve quality in Academic and Administration Audit(AAA)	It was planned to conduct Academic and Administration Audit during June 2019 with revised questionnaire.
e.	To improve consultancy work through centers of excellence.	Necessary steps have been initiated to improve the consultancy works through centers of excellence.
f.	Orientation and refresher programmes for faculty members	The HoDs are requested to follow up the process in their academic departments concerned.
g.	E-feedback collection process (both curriculum design and Teaching learning process) – Systematic collection and action taken on feedback	It was requested to initiate the process by E-governance team and the same has to be followed by IQAC team.
h.	Product Based Learning (PBL) – To be implemented to all UG programmes.	Necessary steps have been initiated to implement PBL in all UG programmes

S.No	Points Discussed	Action Plan	Target Date	Responsibility
2.	Action taken for Even semester academic plan.	<p>IQAC – coordinator submitted the action taken report for the EVEN semester academic plan.</p> <p>Secretary instructed IQAC – Coordinator to follow up the process through IQAC team.</p>	Routine Process	IQAC coordinator
3.	Graduation and Placement status for the AY 2018-19.	<p>IQAC – Coordinator informed the team that the graduation status of 2019 passed out batch is to be provided during next meeting.</p> <p>IQAC – coordinator also informed the placement status of 2019 passed out batch. 523 students are placed as on 30.4.2019 (Total : 940 students)</p> <p>Secretary told the team that necessary steps are to be taken by the Academic departments to improve Placement status. Academic departments are expected to coordinate with CPG section for better campus placement.</p>	Routine Process	All Academic HoDs and CPG
4.	Details of MoU signed during AY 2018-19	The details of MoU signed were submitted by IQAC – coordinator. 7 MoUs were signed during the academic year 2018-19	-	-
5.	Status of implementing new regulation from the AY 2019-20.	Principal briefed the status of implementing new regulation from the academic year 2019-20. He informed the members that the curriculum is designed based on the model curriculum proposed by AICTE	Continuous Process	All Academic HoDs
6.	Steps to improve R&D activities.	<p>Principal informed that Dr.P.Govindasamy is nominated as Research coordinator to improve the R&D activities.</p> <p>Principal also briefed the importance to receive more research grant from external agencies in order to improve in NIRF – ranking process.</p>	Continuous Process	R&D coordinator and all HoDs
7.	NBA accreditation Process: Extension of approval for 3 more years for Automobile, Civil and E&I departments.	Secretary instructed IQAC coordinator to take necessary steps to prepare compliance reports for 3 UG programmes (Automobile, Civil and E&I) for getting extension of accreditation for 3 more years.	End of December 2019	HoDs – Automobile, Civil and E&I, IQAC Coordinator

8.	Online course completion: Both students and faculty.	Secretary suggested that Principal may inform HoDs to encourage all students and faculty members to complete at least one online course per academic year.	Routine Process	Principal and All HoDs
9.	Any other matters	Principal informed that 4 UG programmes received extension of accreditation from NBA for 3 more years and Anna University affiliation inspection was successfully completed on 30.3.2019.	-	-


Coordinator – IQAC


PRINCIPAL

To: The Members concerned
Copy to: IQAC, MCET Office
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