

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

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2020 – 21/03

Date:5.1.2021

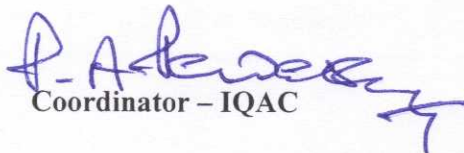
CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 29.1.2021 at Principal's Conference Hall. All the members of the IQAC are requested to attend the meeting at 11 am. The points to be discussed in the meeting are as follows:

AGENDA:

1. Action taken of the previous meeting minutes
2. Re-opening of college for PG students and III year UG students.
3. NIRF 2021
4. NITTT
5. E-feedback collection process
6. Any other matters


Coordinator – IQAC


PRINCIPAL

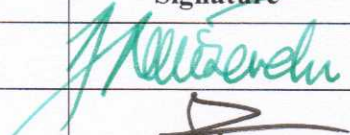

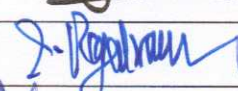
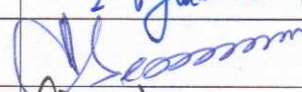
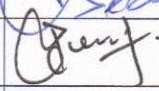
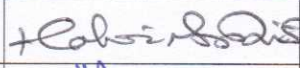
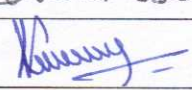
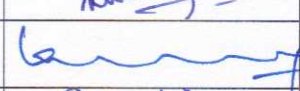
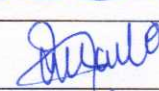
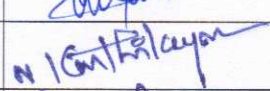
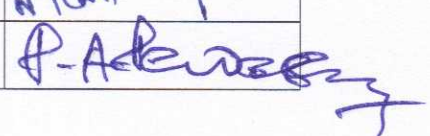
To: The Members concerned
Copy to: IQAC, MCET Office
Copy Submitted to: The Secretary

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

INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting held on 29.1.2021

Attendance Sheet

S.No	Name	Designation	Signature
1.	Dr. A. Rathinavelu	Principal	
2.	Mr.R.Manivannan	Principal, NPTC	
3.	Dr.I.Rajendran	HoD/Mech	
4.	Dr. A. Senthil Kumar	HoD/EEE	
5.	Dr.P.Govindasamy	HoD/Production	
6.	Dr.Calvin S. King	Head-OBE	
7.	Dr.V.Lakshminarayanan	Controller of Examination	
8.	Dr.K.Vijayakumar	HoD /EIE	
9.	Ms.L.Meenachi	AP(SS)/IT	
10.	Mr.N.Karthikeyan	AP/Physics	
11.	Dr. P.A.Periasamy	Coordinator – IQAC	

**Dr. Mahalingam College of Engineering and Technology,
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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 29.1.2021 at Principal's Conference Hall at 11 am.

Members Present:

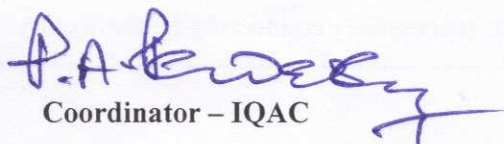
<u>Name</u>	<u>Designation</u>
Dr. A. Rathinavelu	- Principal, MCET
Mr.R.Manivannan	- Principal, NPTC
Dr.I.Rajendran	- HoD/Mech
Dr. A. Senthil Kumar	- HoD/EEE
Dr.P.Govindasamy	- HoD/Production
Dr.Calvin S. King	- Head-OBE
Dr.K.Vijayakumar	- HoD /EIE
Dr.V.Lakshminarayanan	- Controller of Examinations
Ms.L.Meenachi	- AP(SS)/IT
Mr.N.Karthikeyan	- AP/Physics
Dr. P.A.Periasamy	- Coordinator-IQAC

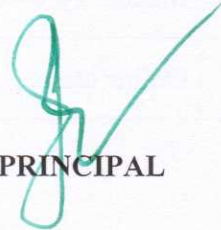
The following points were discussed:

1. Coordinator – IQAC explained the action taken report of the previous IQAC meeting held on 6.11.2020.

S.No	Points Discussed	Action Taken
a.	AICTE approval, ANNA university affiliation – Processes	Anna University webportal is enabled now to enter the details for Approval for the AY 2021-22. The last date to complete the process is 12.2.2021 AICTE approval process is not yet initiated.
b.	Mandatory Disclosure Submission.	The details were collected and the same has to be updated in the institution's website on or before 15.2.2021
c.	Online classes	Online class are successfully conducting by the faculty.

S.No	Points Discussed	Action Plan	Target Date	Responsibility
2.	Re-opening of college for PG students and III year UG students.	Principal briefed the status of re-opening the institution for PG students and III year UG students. Also, Principal instructed that Standard Operating Procedure (SOP) prescribed by the state government has to be strictly followed by both faculty and students.	As per the SOP	All Faculty and Students
3.	NIRF 2021	Dr.P.A.Periasamy told that NIRF portal is now opened to enter the details for NIRF 2021. The process of collecting details for NIRF 2021 is going. The last date to submit the details through webportal is 5.2.2021.	5.2.2021	IQAC Team
4.	NITTT	Principal briefed that National Initiative for Technical Teachers Training (NITTT) scheme. As per AICTE's instruction the faculty who have less than 5 years of teaching experience will complete the 8 modules prescribed by NITTT. It was instructed that the faculty who have less than 5 years of teaching experience working in MCET are requested to complete the modules and also to appear the examinations conducted by NITTT authorities as early as possible.	Continuous Process	Faculty who have less than 5 years of teaching experience.
5.	E-feedback collection process	Dr.P.A.Periasamy explained the process of collecting feedback from students regarding teaching learning process. The details were documented by IQAC	The process was completed.	IQAC Team
6.	Any other Matters	Principal informed that biometric attendance system based on face recognition is going to be implemented soon.	-	-


Coordinator - IQAC


PRINCIPAL

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