

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

Internal Quality Assurance Cell

MCET/IQAC/Meeting/2020 – 21/02

Date:28.10.2020

CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on 6.11.2020 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. AICTE approval, Anna University affiliation – Processes.
3. Mandatory Disclosure Submission.
4. Online classes to the students – Process
5. Any other matters


Coordinator – IQAC


PRINCIPAL

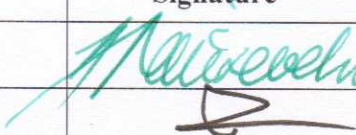

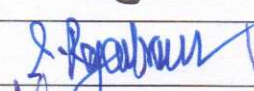
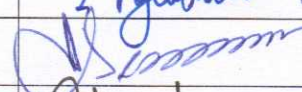
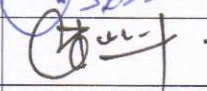
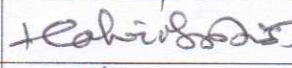
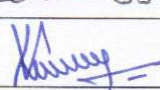
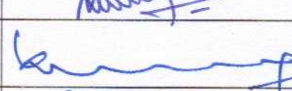
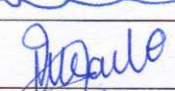
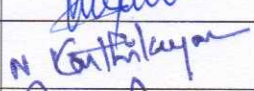
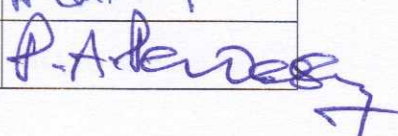
To: The Members concerned
Copy to: IQAC, MCET Office
Copy Submitted to: The Secretary

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

INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting held on 6.11.2020

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	

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INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 6.11.2020 at Principal's Conference Hall at 11 am.

Members Present:

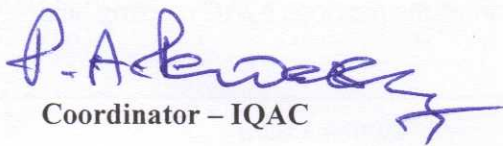
<u>Name</u>	<u>Designation</u>
Dr. A. Rathinavelu	- Principal, MCET
Mr.R.Manivannan	- Principal, NPTC
Dr.I.Rajendran	- HoD/Mech
Dr. A. Senthil Kumar	- HoD/EEE
Dr.P.Govindasamy	- HoD/Production
Dr.Calvin S. King	- Head-OBE
Dr.K.Vijayakumar	- HoD /EIE
Dr.V.Lakshminarayanan	- Controller of Examinations
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 11.9.2020.

S.No	Points Discussed	Action Taken
a.	Action taken for the Academic Year Plan for EVEN Semester 2019-20	The follow up processes are going on.
b.	Academic Year Plan for ODD Semester 2020-21	
c.	AQAR Submission through NAAC Portal	The details pertaining to AQAR 2019-20 are entered in AICTE Portal. The last date for submission is extended to 31.5.2021.

S.No	Points Discussed	Action Plan	Target Date	Responsibility
2.	AICTE approval, ANNA university affiliation – Processes	Dr.P.A.Periasamy informed that the AICTE approval and Anna University Affiliation processes are yet to be started due to COVID-19 situation by the statutory bodies concerned. Principal instructed that IQAC team may monitor the statutory bodies website regularly and update the required details then and there without any delay.	As per the instruction of statutory bodies announcements	IQAC Team
3.	Mandatory Disclosure Submission.	Dr.P.A.Periasamy told that the process of preparing mandatory disclosure for the AY 2020-21 is going on and it will be completed before the end of the December 2020.	31.12.2020	IQAC Team
4.	Online classes	Principal briefed the process of handling academic classes through MSTEAM platform. CoE explained the procedure adopted by MCET regarding online evaluation process.	Continuous Process	All faculty
5.	Any other Matters	Principal reiterated that norms prescribed by state and central governments regarding spread of COVID-19 virus have to be followed strictly inside the campus. (50)	-	-


Coordinator – IQAC


PRINCIPAL

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