

**Dr. Mahalingam College of Engineering and Technology, Pollachi 642 003**  
**Internal Quality Assurance Cell**

MCET/IQAC/Meeting/2013-14/02

Date: 10.08.2013

**Circular**

**Sub: IQAC Meeting – Intimation to the Members of IQAC**

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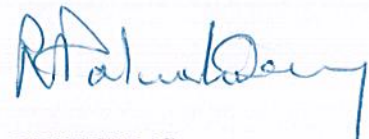
An Internal Quality Assurance Cell (IQAC) (Internal Members) meeting is arranged at 11:00 am on 24<sup>th</sup> August 2013 at Secretary's Conference Hall. The following members are requested to attend the meeting.

Prof. C. Ramaswamy	- Secretary, MCET
Dr. S. Vijayarangan	- Director (Academic)
Dr. Ranga Palaniswamy	- Principal
Dr. A. Rathinavelu	- Prof. & HoD-CSE & TPO, MCET
Mr. A. Srinivasan	- Coordinator / IQAC

**Agenda**

- 1) Action taken of the previous meeting minutes
- 2) Two day workshop by FDC
- 3) Two day FDP by IT Dept.
- 4) ISTE Workshop by Civil dept.
- 5) Guest Lecture on "Power of Relationship"
- 6) Review of Restructuring of Curriculum development
- 7) Infrastructure Development in Hostel

  
**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 at 11:00 am on 24th August 2013 at Secretary's Conf. Hall**

Members Present:

The following members were present:

<i>Name</i>	<i>Designation</i>
Prof. C. Ramaswamy	- Secretary, MCET
Dr. S. Vijayarangan	- Director (Academic)
Dr.RangaPalaniswamy	- Principal
Dr. A. Rathinavelu	- Prof. & HoD-CSE & TPO, MCET
Mr. A. Srinivasan	- Coordinator / IQAC

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 19.07.2013	-	-
2	Two day workshop by FDC	Two day Workshop on "Patent Reading & Analysis" is scheduled to conduct on 30 and 31 <sup>st</sup> August 2013 organized by the Faculty Development Cell (FDC)	30.08.13	Coordinator-FDC
3	Two day FDP by IT Dept.	Two day FDP on "Open Source Lab" is scheduled to conduct on second week of September 2013 by Department of IT&MCETFOSS Community. Mr.S.Baskar, Chief Executive Officer and Mr.Sekar, Technical Support Officer, Linux Xpert Systems, Chennai will be the resource persons.	13.09.13	HoD-IT
4	ISTE Workshop by Civil dept.	ISTE workshop on "Green Building Awareness" is scheduled to conduct on 24 <sup>th</sup> August 2013 by Civil department.	24.08.13	HoD-Civil



5	Guest lecture on "Power of relationship"	Guest lecture on "Power of relationship" by Dr.P.Krishnamoorthy, Corporate Trainer, NLP Practitioner, Coimbatore will be arranged for the faculty members.	September Third week 2017	FDC
6	Review of Restructuring of Curriculum development	Restructuring Curriculum and Syllabi for Mechanical and Automobile Engg.Programmes based on Outcome Based Education was discussed. Principal briefed about the progress of the curriculum restructure and board of studies details.	December 2013	HoD Mech. & Automobile
7	Infrastructure Development in Hostel	Increasing the number of Rooms in boys hostel and girls hostel were discussed.	before March 2014	Secretary
8	Any other matters	Organising teaching learning by the preparation of pedagogic contents like course plan, lesson plan and learning materials and follow-up by the Principal were discussed. Institutional funding for minor research by the faculty members and worthwhile projects by students were discussed. Industry-academia allied courses were discussed.	Routine activities	Director (Academic)

  
Coordinator – IQAC

  
PRINCIPAL

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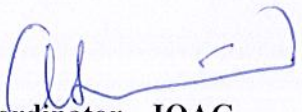
**INTERNAL QUALITY ASSURANCE CELL**


Minutes of IQAC meeting held at 11:00 am on 24th August 2013 at Secretary's Conf. Hall

**ACTION TAKEN REPORT**

S.No	Action Plan	Action Taken
1	Two day workshop by FDC	Two day Workshop on "Patent Reading & Analysis" was organized by the Faculty Development Cell (FDC) on 30 and 31 <sup>st</sup> August 2013. 35 staff members participated in the programme.
2	Two day FDP by IT Dept.	Department of IT&MCETFOSS Community organized two day FDP on "Open Source Lab" on 13 & 14, September 2013. Mr.S.Baskar, Chief Executive Officer and Mr.Sekar, Technical Support Officer, Linux Xpert Systems, Chennai were the resource persons. About 55 external participants and 23 internal participants took part
3	ISTE Workshop by Civil dept.	Half-day ISTE workshop on "Green Building Awareness" was organised on 24 <sup>th</sup> August 2013 for the faculty members and students of Civil department.
4	Guest lecture on "Power of relationship"	A Guest lecture on "Power of Relationship" by Dr.P.Krishnamoorthy, Corporate Trainer, NLP Practitioner, Coimbatore was conducted by FDC, MCET on 14 <sup>th</sup> September 2013. About 50 internal faculty members participated

5	Review of Restructuring of Curriculum development	A meeting with HoD-Mechanical and Automobile was conducted by the Principal.
6	Infrastructure Development in Hostel	Plan approval and other works are going on.
7	Organising teaching learning by the preparation of pedagogic contents like course plan, lesson plan and learning materials.  Institutional funding for minor research by the faculty members and worthwhile projects by students.  Industry-academia allied course	It was communicated in the HoDs meeting.

  
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