

**MAHENDRA COLLEGE OF ENGINEERING**  
**Salem-Campus, Attur Main Road, Minnampalli, Salem -636 106.**

**MINUTES OF ELEVENTH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL**

**Time: 10.15 am**

**Date: 07/09/2018**

**Venue: IQAC Premises**

**Members Present:**

<b>S. No.</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Category</b>
1	Dr. N.Malmurugan	Principal	Chairperson
2	Dr.R.Samson Ravindran	Executive Director	Management Representative
3	Dr.S.Balamurugan	HoD- Mechanical	IQAC Coordinator
4	Dr.N.Mohanasundararaju	Dean- Academics	Member
5	Dr.M.Suganthi	HoD-ECE	Member
6	Dr.H.Lilly Beaulah	HoD - CSE	Member
7	Prof. K.Prasad Babu	HoD- Civil	Member
8	Dr.S.M.Kamali	HoD –EEE	Member
9	Dr. T.Akila	Associate Professor- IT	Member
10	Mr.V.Shanmugam	Administrative Officer	Administrative Staff
11	Mr.S.M.Imam	Mahendra Next Wealth	Member from Industry
12	Er.G.Sivasubramanian	Velavar Constructions	Member from Industry
13	Mrs.R.Saranya	Principal Engineer, Jasmine Infotech, Chennai	Member from Alumni

Meeting started with a Welcome address by Dr.S.Balamurugan- IQAC Coordinator

**Review of Progress made for the earlier minutes:**

The points discussed in the previous meeting have been reviewed

**The following points were discussed in the meeting:**







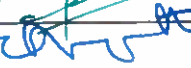






1. Preparation of NAAC peer team visit- Requirements of physical facilities required for the Quality enhancement are reviewed and to be followed up for the implementation

2. Review of Certificate courses- Members reviewed the conduct of Certificate courses in various departments and appreciated the HoDs for their efforts.
3. Review of University end semester examination results- HoDs presented the results of their departments. After elaborate discussions HoDs were instructed to work towards achieving the better results in forthcoming semesters.
4. Establishment of IE(I) students' chapter - It is planned to establish students' chapter of IE(I) and the inauguration for the same may be planned in the fourth week of October 2018. Prof. K.Prasad Babu is assigned as Institution Coordinator.
5. Quality enhancement initiatives recommendations-
  - a. It is recommended to the library committee to increase the number of journals and books in the library
  - b. HoDs are instructed to identify the projects for getting seed money from the management as a part of research promotion activity
  - c. All the HoDs are asked to advise their faculty members to submit more proposals (MODROBS, RPS, etc.) under AICTE Quality Improvement Schemes (AQIS).
  - d. Faculty members shall be encouraged to publish papers in journals which are listed in Scopus index.
  - e. HoDs are asked to motivate faculty members to evolve to the standards of getting National and International awards and recognition. More numbers of such awards are to be received by our faculty members in this academic year.
6. Conduct of Induction programs for the first year students- All the first year students are undergoing induction programs and this will be extended to two more weeks as per the requirements of AICTE
7. Industrial visits and NPTEL online courses- HoD s are instructed to arrange for an Industrial visit and encourage the faculty and students to register for online NPTEL certificate courses.
8. Departments are to conduct more awareness programs on Social responsibility and good citizenship to all the students and staff.

9. Departments are asked to submit students' progression report to the IQAC before next meeting.

10. Departments are instructed to organize various events as per their plan

The meeting ended with a vote of thanks to the Chairman and members of IQAC and came to a close at 12.15 pm.

Name of the Member	Signature	Name of the Member	Signature
Dr. N.Malmurugan		Dr.S.M.Kamali	
Dr.R.Samson Ravindran		Dr. T.Akila	
Dr.S.Balamurugan		Mr.V.Shanmugam	
Dr.N.Mohanasundararaju		Mr.S.M.Imam	
Dr.M.Suganthi		Er.G.Sivasubramanian	
Dr.H.Lilly Beulah		Mrs.R.Saranya	
Prof. K.Prasad Babu			



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**CIRCULAR**

**MCE/ACAD/ IQAC/11**

**DATE: 31/08/2018**

Eleventh meeting of Internal Quality Assurance Cell (IQAC) will be conducted on 07.09.2018 in the IQAC Premises by 10.15 am. All the members of the committee are requested to attend the meeting.

**Agenda for the Meeting**

1. Review of Progress made for the events mentioned in the earlier agenda
2. Preparation of NAAC peer team visit
3. Review of Certificate courses
4. Review of University end semester examination results
5. Establishment of IE(I) students' chapter
6. Quality enhancement initiatives recommendations.
7. Conduct of Induction programs for the first year students.
8. Parent – Teacher meetings
9. Industrial visits and NPTEL online courses
10. Proposed Events during Sep. 2018- November 2018
11. Any other matter of interest with the permission of the Chairperson

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The Managing Director

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The IQAC Members  
HoDs  
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**PRINCIPAL**  
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