



MAHENDRA COLLEGE OF ENGINEERING



MINUTES OF TWENTIETH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

Time: 10.30 am

Date: 26/04/2021

Members Present:

Via: Zoom meet

S. No.	Name of the Member	Designation	Category
1	Dr. N.Malmurugan	Principal	Chairperson
2	Dr.C.T.Sivakumar	Executive Officer	Management Representative
3	Dr.N.Mohanasundararaju	Dean- Academics	IQAC Coordinator
4	Dr.S. Rajalaxmi	HoD- Bio-Medical	IQAC Member
5	Dr.V.Ponniyin Selvan	COE	Member
6	Dr.S.Balamurugan	HoD- Mechanical	Member
7	Dr.M.Suganthi	HoD-ECE	Member
8	Dr.H.Lilly Beulah	HoD - CSE	Member
9	Prof. K.Prasad Babu	HoD- Civil	Member
10	Dr.S.M.Kamali	HoD -EEE	Member
11	Dr. R.Nandhakumar	HoD- Mechatronics	Member
12	Dr.T.Akila	HoD-IT	Member
13	Dr.N.Thirumoorthy	HoD-MCA	Member
14	Mr.S.Senthil Kumar	Administrative Officer	Administrative Staff
15	Er.Sivasubramanian	Velavar Constructions	Member from Industry
16	Mr.S.Sukumar	Project Lead,L&T Infotech, Chennai	Member from Alumni
17	Mr.A.Abdul Aleem	Solvers India,Coimbatore	Employer
18	Mrs.J.Parveen Banu	Parent	Stake Holder
19	Mr.I.Raja	President,Minampalli Panchayat	Member from Local Community
20	Ms.S.Durga	IV yr ECE-Student	Student Member

N. Y. S.
PRINCIPAL

Mahendra College of Engineering
Mahendra Salem Campus,
Minnampalli, SALEM 636 106
TAMILNADU

Following Points were discussed and approved by the IQAC.

S.No.	Points Discussed	Target	Responsibility
1	<p>Action taken on the Minutes of the Previous Meeting.</p> <p>Action taken report on the minutes of the previous meeting was presented by the IQAC coordinator and approved by the IQAC members.</p>	-	All HODs
2	<p>Points discussed in the Governing Council meeting conducted on 12.03.2021, are placed before the members.</p> <p>In that report, Governing Council instructed the IQAC to improve the process of online teaching through Google Meet. Based on this, IQAC suggest the following:</p> <p>All the faculty members shall use Google Classroom application and post various types of questions ie. Quiz, Assignment, Fill in the blanks, True or False, Descriptive answer etc.,</p> <p>Faculty members shall evaluate the Answers submitted by the students and mark the grades within three working days.</p> <p>Faculty members shall record the lecture and share the recorded videos to students.</p> <p>Faculty members shall also be instructed to share the course materials before that topic is taught.</p>	ODD Semester 2021-22	All faculty members are to be instructed through the HoDs.
3	<p>Enrolment of Online Courses by the Students:</p> <p>Faculty members shall motivate the students to enroll for online courses matching with the courses offered in the ODD semester of 2021-22 and become a mentor for that course. This will help the students to remain in the learning mindset, during the lockdown periods</p>	ODD Semester 2021-22	All faculty members are to be instructed through the HoDs.
4	<p>Faculty Participation in Online Webinars / Refresher Courses / FDP:</p> <p>All the faculty members are to register and participate in online webinars / refresher courses to remain updated in the</p>	ODD Semester 2021-22	All faculty members are to be instructed through the HoDs.


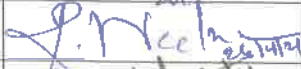
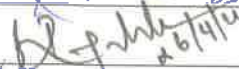



N. Y. S.

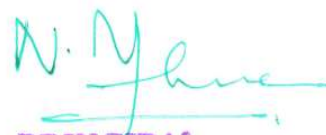
	emerging technologies. In case of FDPs, the duration shall be minimum one week. This will help the faculty members to remain engaged during the lockdown periods.		
5	Participation in NIRF and ARIIA Management Representative of IQAC appreciated the efforts put by the HoDs and faculty members for prompt submission of NIRF and ARIIA Ranking Data	-	-
6	NDLI club initiative IQAC instructed to add more number of members for the National Digital Library of India (NDLI) and make it more popular among the students.	DEC 2022	All HoDs & Faculty members
7	Gender Equity Programme IQAC instructed the HoDs to organize at least three gender equity programs during the Odd semester of 2021-22	ODD Semester 2021-22	All HoDs
8	Quality Initiatives IQAC reviewed the status of Environment Management systems and other Quality initiatives suggested to conduct an audit in July 2021.	July 2021	Principal
9	Mahendra Equip 360" IQAC instructed the HoDs to arrange the Industrial Training and Internship which is a part of "Mahendra Equip 360" to all the enrolled students without any break. This may be done virtually, due to the Covid'19 Pandemic.	Continuous	HoDs

N. Y. 
IQAC Coordinator


26.9.21
IQAC Chairperson

N. Y. 
PRINCIPAL
Mahendra College of Engineering
Mahendra Salem Campus,
Minnampalli, SALEM 636 106
TAMILNADU

Name of the Member	Signature	Name of the Member	Signature
Dr. N.Malmurugan		Dr.T.Akila	
Dr. C.T.Sivakumar		Dr.S.M.Kamali	
Dr.N.Mohanasundararaju		Dr. R.Nandhakumar	
Dr.V.Ponniyin Selvan		Dr.S. Rajalaxmi	
Dr.S.Balamurugan		Mr.S. Senth Kumar	
Dr.M.Suganthi		Dr.N.Thirumoorthy	
Dr.H.Lilly Beulah		Er.G.Sivasubramanian	
Prof. K.Prasad Babu		Mr.S.Sukumar	
Mr.A.Abdul Aleem		Mr.I.Raja	
Mrs.J.Parveen Banu		Ms.S.Durga	



PRINCIPAL

Mahendra College of Engineering
Mahendra Salem Campus,
Minnampalli, SALEM 636 106
TAMILNADU