



# MAHENDRA ENGINEERING COLLEGE

**AUTONOMOUS**

**Accredited by NAAC 'A' Grade & NBA Tier-1(WA) UG : CSE, ECE, EEE  
Mahendhirapuri, Mallasamudram, Namakkal DT -637 503**

## INTERNAL QUALITY ASSURANCE CELL

MEC/IQAC/Meeting/2018-19/02

Date: 10.11.2018


### CIRCULAR

Sub : IQAC Meeting – Intimation to the members of IQAC

The meeting of Internal Quality Assurance Cell (IQAC) is convened on 14.11.2018 in Board room at 11.30 am. All the members are invited for the meeting. The agenda for the meeting is as follows:

#### AGENDA :

1. Review of action taken in the items mentioned the previous meeting minutes
2. NIRF – 2019
3. AICTE Affiliation , Anna University affiliation process
4. AICTE funding proposal & Research grant from private and government bodies
5. NPTEL & SWAYAM online certification courses
6. Placement 2019
7. Any other matters

  
Director IQAC



  
Chairperson IQAC

#### For Kind Information:-

Honourable Chairman  
Managing Directors

#### Information to:-

Executive Director

#### Copy to:-

IQAC, MEC office  
Deans – SMS, Academic  
The members concerned  
COE, EO, FO, AO, File



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## INTERNAL QUALITY ASSURANCE CELL

Minutes of IQAC meeting held on 14.11.2018 in Board Room at 11:30 am

### Members Present :

S.No	Name	Designation / Address	Role of IQAC
1.	Dr.M.Madheswaran	Principal	Chairperson
2.	Dr. C.T.Sivakumar	Executive Officer	Director IQAC
3.	Dr. C.Dhavamani	HOD-Aero	Coordinator, IQAC
4.	Dr.V.Shanmugam	Dean	Academic Experts
5.	Dr.P.G.Venkatakrishnan	Dean	Academic Experts
6.	Dr.N.Viswanathan	COE	Member from Administration
7.	Mr.B.Ramesh	Finance Officer	Member from Administration
8.	Dr.R.Thanigaivelan	HoD-Mech	Faculty member
9.	Dr.S.Umamaheswari	HoD-EEE	Faculty member
10.	Dr.M.Kannan	HoD-CSE	Faculty Member
11.	Dr.K.Vidhya	HoD-Civil	Faculty Member
12.	Dr.T.Jesudas	HoD-MCT	Faculty Member
13.	Prof.S.Raju	HoD-IT	Faculty Member
14.	Dr.P.Saravanan	HoD-MAE	Faculty Member
15.	Dr.P.Saranya	HoD-Agri	Faculty Member
16.	Dr.M.Muthuvinayagam	HoD-EIE	Faculty Member
17.	Dr.S.Asokkumar	HoD – MBA	Faculty Member
18.	Dr.R.Jayakumar	HoD-MCA	Faculty Member
19.	Dr.S.Selladurai	HoD-English	Faculty Member
20.	Prof.S.Rajakumar	HoD-Maths	Faculty Member
21.	Dr.T.Shanmugavel	HoD-Physics	Faculty Member
22.	Prof.P.Dhanakodi	HoD-Chem	Faculty Member
23.	Dr.Saravanraj	Placement Director	Member



**The following points were discussed:**

1. Chairperson – IQAC explained the action taken report of the previous IQAC meeting held on 02.06.2018.

S.No	Points Discussed	Action Taken
1	NAAC AQAR 2017-18 submission	Data collected from departments and AQAR was submitted during July 2018
2	Administrative and Academic Audit	The Administrative and Academic Audit was conducted during August 2018 and action taken for the identified discrepancies.

S.No	Points Discussed	Action Plan	Responsibility
1.	NIRF- 2019	NIRF co-ordinator explained about the details of NIRF data and discussed about the improvement to be made for ranking . NIRF submission during first week of December 2018	NIRF – Co-ordinator
2	AICTE approval, Anna university affiliation processes	Executive officer informed the process of AICTE approval and Anna University affiliation. IQAC chairperson instructed to submit in time through web portal.	Executive Officer
3	AICTE funding proposal & Research grant from private and government bodies	Principal explained the activities of R&D in all departments. He also informed about the steps to be initiated to submit proposal to AICTE-AQIS schemes, and various external agencies	Co-ordinator R&D
4	NPTEL & SWAYAM online certification courses	Discussed about the registration of NPTEL during October 18 by faculties and students planned to increase the more number in every semester.	NPTEL –SPOC in-charge
5	Placement-2019	Placement director informed about the companies visited so far for the recruitment and company details for future recruitment.	Placement Director
6	Any other matters	Principal presented about the Alumni meet scheduled at DUBAI on 23.11.2018. It is finalized to invite more alumnis to the campus to motivate the students. Faculty members and students plan of visit to UAE from 21.11.2018 to 27.11.2018.	-

  
Director IQAC



  
Chairperson IQAC