

MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE
Kodambakkam, Chennai – 600 024

CIRCULAR

5/12/2020

The Internal Quality Assurance Cell (IQAC) meeting will be held on 12/12/2020 to discuss the following

Agenda:

1. Review on previous meeting and Action taken
2. Industry- institute interaction
3. Infrastructure facilities
4. Internal Quality Assurance System(IQAS)
5. Training and placement cell
6. Management Information System(MIS)
7. Any other matters

Time: 2.00 PM


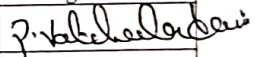

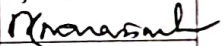
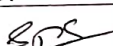

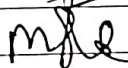
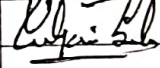


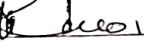
Venue: Seminar hall, Ground Floor MSEC


Coordinator


Convener


Secretary

Circulated to:

S.NO	Name	Signature	S.NO	Name	Signature
1	Dr. Monica		8	Mrs. Vatchale Devi	
2	Dr. A.KANI MOSTH		9	G.R. Narayanan	
3	Siji		10	VIJAYA JESWAR	
4	Soundararaja.S		11	C.V. Gowri Sankar	
5	K. Balakrishnan		12		
6	Dr. L. Ramajeyan				
7	Mrs. Rama Devi				


Principal

PRINCIPAL
MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE
363, ARCOT ROAD, KODAMBAKKAM,
CHENNAI-600 024

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

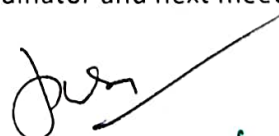
12/12/2020

Coordinator welcome the members to the meeting and following were discussed:

1. Review on previous meeting and Action taken
 - a. Action taken-
 - i. Most of the open elective and electives were choose as guided
 - ii. OBE practices and learner centric methods followed
 - iii. Faculty encouraged to attend one week FDP's to improve knowledge
 - b. The minutes of previous meeting was reviewed and approved.
2. Industry- institute interaction
 - a. Improve number of MOU's
 - b. Encourage Students to do real time / industry sponsored projects
 - c. Motivate students to attend internship in industry/ organization
3. Infrastructure facilities
 - a. Request staff in-charges to prepare for the requirement of equipment and other items for new regulations/ program
4. Internal Quality Assurance System(IQAS)
 - a. Discussed tentative audit schedule and finalize the areas for audit(content).
 - b. The department to analyze collected stake holder's feedback.
 - c. Suggested the following key points for improvement
 - i. Conduct IQAC orientation program for quality improvement
 - ii. Collaborative initiatives with other institutes
5. Training and placement cell
 - a. Collect the schedule for training from placement cell
 - b. Placement drives guidelines and tentative schedules to be communicated to students and faculty
6. Management Information System(MIS)
 - a. Request the Staff in charges to update MIS
7. Any other matters
 - a. Assign Staff for Preparation of NAAC-SSR
 - b. Discussed the criteria wise details to be filled in NAAC application.

Meeting ended with a thank you note by coordinator and next meeting will be conducted during June 2022.


Coordinator


Convener


Secretary

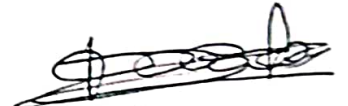
PRINCIPAL
MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE
363, ARCOT ROAD, KODAMBAKKAM,
CHENNAI-600 024

- a. Request the Staff in charges to update the database for MIS
8. Alumni
 - a. Alumni meetings schedules were reviewed and confirmed (conduct online meet)
 - b. Alumni experience sharing sessions with students to be organized
9. Any other matters
 - a. NAAC audit to be conducted during the month of November / December
 - b. NBA audit to be conducted for CIVIL, CSE, ECE, Mechanical.
 - c. EEE and IT department are requested to prepare for NBA.
 - d. Encourage to participate in
 - NIRF - Research and development
 - CII - Industry Interaction
 - ARIA - Entrepreneur, Patent and Innovation
 - IIC - Innovation




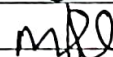
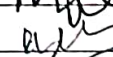
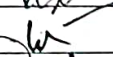
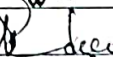
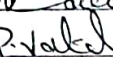
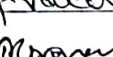
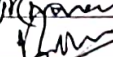
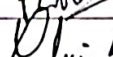
Meeting ended with a thank you note by coordinator and next meeting will be conducted during December 2020.


Coordinator


Convener


Secretary

Members present:

S.NO	Name	Signature	S.NO	Name	Signature
1	Dr. Monica				
2	Dr. A. KANI MOZHI				
3	Siji				
4	SOUNDARARAJAN S				
5	K.P. Subramanian				
6	Dr. L. Ramajagan				
7	Mrs. Ramadevi				
8	Mrs. Vatchala Devi				
9	T.R. Narasimhan				
10	VIJAYA RATHSWARAN				
11	C.V. Gowri SANKAR				



PRINCIPAL
MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE
363, ARCOT ROAD, KODAMBAKKAM,
CHENNAI-600 024