



**MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MEETING**

Date: 19.12.2016

**The following Members were present in the Meeting:**

| S.No | Name                                  | IQAC Designation           |
|------|---------------------------------------|----------------------------|
| 1.   | Dr.M.Madheswaran , Principal          | Chairperson                |
| 2.   | Dr. C.T.Sivakumar , Executive Officer | Director IQAC              |
| 3.   | Dr. C.Dhavamani, HoD/AERO             | Secretary, IQAC            |
| 4.   | Dr.V.Shanmugam, Dean/SMS              | Academic Experts           |
| 5.   | Dr.N.Vishwanathan ,COE                | Member from Administration |
| 6.   | Mr.B.Ramesh, Administrative Officer   | Member from Administration |
| 7.   | Dr.R.Thanigaivelan, HoD/Mech          | Faculty member             |
| 8.   | Dr.S.Umamaheswari, HoD/EEE            | Faculty member             |
| 9.   | Dr.M.Kannan, HoD/CSE                  | Faculty Member             |
| 10.  | Dr.K.Vidhya, HoD/CIVIL                | Faculty Member             |
| 11.  | Dr.T.Jesudas, HoD/Mechatronics        | Faculty Member             |
| 12.  | Prof.S.Raju, HoD/IT                   | Faculty Member             |
| 13.  | Dr.P.Saravanan, HoD/MAE               | Faculty Member             |
| 14.  | Dr.P.Saranya, HoD/Agri                | Faculty Member             |
| 15.  | Dr.M.Muthuvinayagam, HoD-EIE          | Faculty Member             |
| 16.  | Dr.S.Asokkumar – HoD/MBA              | Faculty Member             |
| 17.  | Dr.R.Jayakumar – HoD/MCA              | Faculty Member             |
| 18.  | Prof.S.Selladurai-HoD/English         | Faculty Member             |
| 19.  | Prof.S.Rajakumar-HoD/Maths            | Faculty Member             |
| 20.  | Prof.M.Duraiaraj-HoD/Physics          | Faculty Member             |
| 21.  | Prof.P.Dhanakodi-HoD/Chemistry        | Faculty Member             |
| 22.  | Dr.S.Umashankar                       | Nominee from Local Society |

**The following points were discussed:**

- All the Head of the Departments were informed about the agenda of meeting in advance.
- The previous meeting minutes and the action taken report for the previous meeting were discussed among the members and the minute was approved by the members.
- Planned to conduct more no of awareness program in women's empowerment cell.
- Discussed to prepare about the news letter for each department and Institution.
- Planned to identify various small scale industries for Signing MOU.
- Planned for soft skill training, Professional development courses , communication classes , value added courses before commencing classes.
- Mechatronics HoD discussed about his Department Technical symposium ( EVANTRA-2K17).
- Planned to Organize Faculty Deeper Learning Program for this summer session starts from 3.4.2017. All the HoDs Are requested to prepare Banner, Participants list and Speakers to conduct the program.

Chair Person

19/12/16