



MAHENDRA ENGINEERING COLLEGE

(Autonomous)
Accredited by NBA (Tier-I WA): UG - CSE, ECE, EEE
Mahendhirapuri, Mallasamudram, Namakkal Dt. -637 503



INTERNAL QUALITY ASSURANCE CELL

MEC/IQAC/Meeting/2022-23/01

Dates: 12.08.2022

CIRCULAR

Sub : IQAC Meeting – Intimation to the members of IQAC

The Internal Quality Assurance Cell, (IQAC) meeting is to be held on 13.08.2022 in ECE-Seminar Hall at 2.30 pm. All Faculty members are requested to attend 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. Reconstitution and Approval of Internal Quality Assurance Cell (IQAC)
3. Quality assurance and initiative measures
4. Plan of action for ongoing Academic and Co-curricular activities
5. Review and confirmation of organization structure , roles and responsibilities
6. Ratification of various committees and its responsibilities
7. Promotion of activities for stake holders
8. Planning of Academic Activities for the AY 2022-23
9. Any other matters


IQAC Director


Principal

For Kind Information :

Honourable Chairman

Managing Directors

Information to :

Executive Director

copy to : IQAC, MEC office

Dean – SMS, Academic

The members concerned

COE, EO, FO, AO, File

**Minutes of the Meeting****MEC/IQAC/Meeting/2022-23/02/Minutes****Dt.13.08.2022**

The IQAC meeting was held on 13.08.2022 in ECE Seminar Hall at 2.30 PM

The following points were discussed :

1. Director – IQAC explained the action taken report of the previous IQAC meeting held on 05.08.2022
2. Chairperson – IQAC discussed the following points and approved for implementation

S.No.	Points Discussed	Action Plan	Responsibility
1	Reconstitution and Approval of Internal Quality Assurance Cell (IQAC)	<ul style="list-style-type: none">• The reconstitution of members is finalized in consultation with all members. List of new members has been approved as per the guidelines given by NAAC (IQAC new committee attached).	IQAC Director
2	Quality Assurance and initiative measures	<ul style="list-style-type: none">• It is proposed to prepare for NBA accreditation of three to four eligible UG programmes.• It is also proposed to apply for second cycle of NAAC, and ARIIA and NIRF ranking during 2022-23	HODs and IQAC Director
3	Reviewed the 2021-22 Academic Activities and discussed the	<ul style="list-style-type: none">• Implementation of various ongoing Academic & co-curricular activities are discussed and approved.	HODs
4	Review and confirmation of various Committees, roles and responsibilities	<ul style="list-style-type: none">• The existing Academic Council, Board of Studies, Finance Committee, result Passing Board, and other Committees and Administrative procedures are discussed and reviewed.	COE & IQAC Director
5	Review and confirmation of various Committees, roles and responsibilities	<ul style="list-style-type: none">• The existing Academic Council, Board of Studies, Finance Committee, result Passing Board, and other Committees and Administrative procedures are discussed and reviewed.	COE & IQAC Director
6	Promotion of activities for stake holders	<ul style="list-style-type: none">• HODs are reminded to get feedback from the students in the format already emailed. Feedback obtained from stakeholders has to be analysed.	HODs and IQAC Director

		<ul style="list-style-type: none"> • All the Heads of the Departments are advised to monitor and plan corrective action, if any, and quality improvement strategies by taking into consideration of the feedback of all relevant stakeholders. • IQAC approved the present Feedback methodology and to continue the same. 	
6	Review of R&D activities	<ul style="list-style-type: none"> • To enhance the overall research environment in the Institution, all the Departments are required to initiate preparing proposals seeking funding in emerging areas from government and other funding agencies and all Departments should also initiate Consultancy work in the AY 2022-23. • Advised the HODs and faculty members that M.Tech/ME/BE/BTech students' projects shall be converted into publications in refereed journals. • The importance of Patenting was also discussed and members were motivated to prepare and apply. 	R &D Director, All HoDs and Faculty members
7	Plan of action for Academic year 2022 – 2023 activities & Co-curricular activities	<ul style="list-style-type: none"> • It is proposed to organize various academic programmes like Webinar, Seminar, Guest lecture, Conference, Workshop, Alumni interactive lecture by all Departments. All programmes planned should be mapped with IIC activities, EDC, Innovation, Research and Professional bodies, etc. • IQAC approved the TARPRO for Odd Semester of 2022-23 	HODs and Programme Planning Committee
8	Any other matters	IQAC has planned AQAR criteria-wise important activities for 2022-23 to be implemented by faculty members and departments as per the file attached here for kind reference and needful action.	All HoDs and Faculty members


IQAC Director


Principal



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Dt.13.08.2022

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Members present :

Sl.No.	Name	Designation / Address	Role of IQAC	Signature
1.	Dr.R.V.Mahendra Gowda	Principal	Chairperson	
2.	Dr. C.T.Sivakumar	EO	Director IQAC	
3.	Dr.V.Shanmugam	Dean/SMS	Member	
4.	Dr.N.Viswanathan	COE	Member	
5	Dr.V. Aroulmoji	Director R&D	Member	-
5.	Dr. C.Dhavamani	HOD-Aero	Cordinator IQAC	
6.	Dr.K.Vidhya	HoD-Civil	Cordinator IQAC	
7.	Dr.M.Srinivasan	HoD-Mech	Member	
8.	Dr. R. Uthirasamy	HoD-EEE	Member	
9.	Dr.M.Kannan	HoD-CSE	Member	
10.	Dr.T.Jesudas	HoD-MCT	Member	
11.	Dr.S.Raju	HoD-IT	Member	
12.	Dr.P.R.Kannan	HoD-MAE	Member	
13.	Dr.KR. Kalphana,	HoD-Agri	Member	
14.	Dr.M.Muthuvinayagam	HoD-EIE	Member	
15.	Dr. N.R.Aravamudhan	HoD – MBA	Member	
16.	Dr.R.Jayakumar	HoD-MCA	Member	
17	Dr.J.Kavitha	HoD-English	Member	
18	Mr.K.Shanmugam	HoD-Maths	Member	
19	Dr.T.Shanmugavel	HoD-Physics	Member	

Director IQAC

Chairperson IQAC



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S.No	Name	Designation / Department	Signature
1.	Dr. SPREMA	ASPI/IT	[Signature]
2.	S. Rajeshwari	AP/IT	[Signature]
3.	D. Sindhuja	AP/IT	[Signature]
4.	R. Mekala	AP/IT	[Signature]
5.	S. Latha	AP/IT	[Signature]
6.	Dr. D. Chitra	Prof. /ECE	[Signature]
7.	Dr. S. Saraswathi	ASPIECE	[Signature]
8.	R. Banumathi	AP/Maths.	[Signature]
9.	K.R. Shangoetha	AP/Maths	[Signature]
10.	N. Logeshwari	AP/IT	[Signature]
11.	R. Manoja	AP/IT	[Signature]
12.	K. Nadachi	AP/chemical	[Signature]
13.	S. Peneeka	AP/chemical	[Signature]
14.	S. SUBA	AP/EEE	[Signature]
15.	SUGANYA.C	AP/Pharma	[Signature]
16.	SOWMIYA.S	AP/Pharm.Tech	[Signature]
17.	Dr. T. KRUTHIKA	AP/Asst. Engg	[Signature]
18.	C.N.S. SWATHI	AP/Appl. Engg	[Signature]

Director IQAC

Chairperson IQAC

S.No	Name	Designation / Department	Signature
19	M. Udhayanga	AP / Food Technology	M. Udhayanga 13/8/22
20	YAAMINI M	AP / Food Tech.	Y. M. 13/8/22
21	DR. S. PONLATITA	ASP / ECE	S. Ponlatita 13/8/22
22	Dr. Balasubramanian Vadiv.P	ASP / ECE	Dr. Balasubramanian 13/8/22
23	A. SANKARIDEN	AP / MCA	A. Sankariden 13/8/22
24	SARADHA.P	AP / CIVIL	S. Saradha 13/8/22
25	P. Periyasathishini	AP / CSE	P. Periyasathishini 13/8/22
26	R. Kalavani	AP / CSE	R. Kalavani 13/8/22
27	S. SARANYA	AP / CSE	S. Saranya 13/8/22
28	D. A. Neela Madhvarani	Prof / CEE	D. A. Neela Madhvarani 13/8/22
29	Dr. M. Dhurgadevi	ASP / CSE	Dr. M. Dhurgadevi 13/8/22
30	V. DHANASEKAR	AP / Maths	V. Dhanasekar 13/8/22
31	V. Senthil Kumar	AP / CSE	V. Senthil Kumar 13/8/22
32	A. KARTIK	AP / Pharma	A. Kartik 13/8/22
33	G. SATHEESH KUMAR	AP / Maths.	G. Satheesh Kumar 13/8/22
34	R. MANIRASU	AP / CIVIL	R. Manirasu 13/8/22
35	P. Senthilkumaran	AP / Mech	P. Senthilkumaran 13/8/22
36	P. Dharmadurai	AP / AERO	P. Dharmadurai 13/8/22

Director IQAC

Chairperson IQAC



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S.No	Name	Designation / Department	Signature
37	S.HARI DARWIN	AP/AERO	SH
38	S.Vinodh	AP/Aero	SV
39	A.SANTHANARAJAN	AP/Aero	AS
40	R.UMAPATHI	AP/CHE	R.U.
41	DR. S. AMARTH	ASPI/IT	S.A.
42	M. ARUL SANKAR	AP/IT	MS
43	P.Srinakumar	AP/Aero	P.S.
44	DR. V. POONGUZHALI	AP/Asst	V.P.
45	P.BHIVANESHWARI	AP/MATHS	P.B.

Director IQAC

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S.No	Name	Designation / Department	Signature
20.	Dr. N. Vinothkumar	HoD - CHEMICAL	
21.	Dr. C. Vigneshwaran	ASP- Pharma	
22.	Dr. P. SURESH KUMAR	Prof / EEE	
23.	Dr. D. Subramanian	Prof & Head / Aeronautics	
24.	Dr. P. Umashankar	Prof / EEE	
25.	L. PERIYANATHAN	AP / MEECH	
26.	ARUN.M	AP / CIVIL	
27.	K.P. SRINIVASAPERUMA	AP / MECH	
28.	K. Prayanthan	AP / EEE	
29.	R. ARULRAJ	AP / MECH	
30.	K. KARTHIKEYAN	AP / EEE	
31.	K. SHANMUGAM	HoD / MATHS	
32.	C. SENTHILKUMAR	AP / CIVIL	
33.	P. DHAMODHARAN	AP / CIVIL	
34.	S. MANISHAKAN	AP / CIVIL	
35.	M. VIGNESH	AP / CIVIL	
36.	K. SENTHILKUMAR	AP / AGRI	
37.	C. VASANTHAKUMAR	AP / FOOD	

Director IQAC

Chairperson IQAC



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S.No	Name	Designation / Department	Signature
38	P. SENTHIL	AP/mech	
39	P. MOHAN	AP/civil	
40	D. PRABHAKARAN	AP/MCT	
41	S. SETHILKUMAR	AP/MAE	
42	DR. C. SETHILKUMAR	ASP/MCA	
43	DR. R. PRABU	ASP/MECH	
44	S. G. FIYARAJA	AP/math	
45	T. Arumugam	AP/math	
46	V. Gopala Krishnan	AP/chemical	
47	S. Miraz Mohamed Lebbai	AP/chemical	
48	G. NAGARAJAN	AP/MCT	
49	DIMESH KUMAR J	AP/MCT	
50	R. SETHIL	AP/mech	
51	P. MOHAN	AP/math	
52	P. Thangaraja	AP/math	
53	DR. S. KANDASAMY	Prof/math	
54	Dr. Y. Shantheeram	AP/civil	
55	M. DEVI	AP/CIVIL	

Director IQAC

Chairperson IQAC

56.	B. Nithya	AP / CIVIL	BN
57.	V. Shanmugavadiaru	AP / CIVIL	<u>V. Shan</u>
58.	M. Seganthi	AP / CIVIL	<u>MS</u>

Director IQAC

Chairperson IQAC