



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

Date: 15.03.2017

**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.Durairaj-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
- Under the aegis of IQAC (Internal Quality Assurance Cell), Planned to conduct Faculty Enrichment Programme Series (FEPS), for all the available faculty members in this campus - MEC, MIT and MIET
- Students must be motivated to participate in difference co-curricular, extra-curricular activities and project contest.
- Secretary requested the Principal for arranging orientation programme on Yoga and Meditation to the teaching and non-teaching staff members was organized for staff members.
- Faculties are advised to focus more on research activities like paper publication, conference presentation, apply for the grant and apply for the IPR.
- Discussed about the completion of all files. File overall In charge must submit the file in time.

Chair Person

*15/6/2017*