



MAHENDRA ENGINEERING COLLEGE

(Autonomous)

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



INTERNAL QUALITY ASSURANCE CELL

MEC/IQAC/Meeting/2021-22 /05

Dates: 29.04.2022

CIRCULAR

Sub : IQAC Meeting – Intimation to the members of IQAC

The Internal Quality Assurance Cell, (IQAC) meeting is to be held on 30.04.2022 in VOC Seminar Hall at 11.00 am. All the 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. Plan of action for ongoing Academic and Co-curricular activities
3. Review of R&D activities
4. Review Quality assurance and initiative measures
5. Review NAAC Cycle –II and NBA Re-Accreditation work progress
6. Review and Confirmation of Board of Studies Meeting of all departments
7. Planning of Academic Council meeting and Governing Council Meeting
8. Any other matters


Director IQAC 29/4/22


Chairperson IQAC

29/4/2022

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



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INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

MEC/IQAC/Meeting/2021-22 /05/Minutes

Dt.30.04.2022

The IQAC meeting was held on 30.04.2022 in VOC –Seminar Hall at 11.00 AM

Members present :

Sl.No.	Name	Designation / Address	Role of IQAC	Signature
1.	Dr.R.V.Mahendra Gowda	Principal	Chairperson	
2.	Dr. C.T.Sivakumar	Executive Officer	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.S.Umamaheswari	HoD-EEE	Member	
8.	Dr.M.Kannan	HoD-CSE	Member	
9.	Dr.T.Jesudas	HoD-MCT	Member	
10.	Dr.S.Raju	HoD-IT	Member	
11.	Dr.P.R.Kannan	HoD-MAE	Member	
12.	Dr.M.Srinivasan	HoD-MECH	Member	
13.	Dr.M.Muthuvinayagam	HoD-EIE	Member	
14.	Dr.D.Subramaniam	HoD-Aerospace	Member	
15.	Dr. N.R.Aravamudhan	HoD – MBA	Member	
16.	Dr.R.Jayakumar	HoD-MCA	Member	



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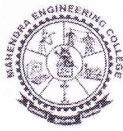
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Members present :

S.No	Name	Designation / Department	Signature
1.	G. Mohana Priya	AP/AEED	G. Mohana Priya
2	M. Sivanthi	AP/CIVIL	M. Sivanthi
3.	M. Devi	AP/CIVIL	M. Devi
4.	B. Nitaya.	AP/CIVIL	B. Nitaya
5	Dr. V. Sangeetha	ASP/English	V. Sangeetha 30.4.22
6.	G. Neelavathi	AP/ECE	G. Neelavathi
7	K. Nadeeh	AP/PHE	K. Nadeeh
8.	M. Dutha Lakshmi. B.	AC/Pharma	M. Dutha Lakshmi. B.
9	Dr. A. Neela Madhuran	Prof/CSE	Dr. A. Neela Madhuran
10	Dr. J. PREMA	ASP/IT	Dr. J. PREMA
11	S. Latha	API/IT	S. Latha
12.	R. Mekala	AP/IT	R. Mekala
13.	D. SINDHUJA	AP/IT	D. SINDHUJA
14.	S. Rajeshwari	AP/IT	S. Rajeshwari
15.	D. Ilakkiya	AP/Maths	D. Ilakkiya
16	M. Kokila	AP/Maths	M. Kokila
17.	M. Priya	AP/Physics	M. Priya
18.	Dr. N. Zulfareen	AP/chemistry	Dr. N. Zulfareen
19	C. Subarna	AP/Physics	C. Subarna



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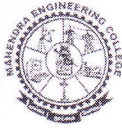
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S.No	Name	Designation / Department	Signature
20	Dr. D. CHITRA	ASP/ECE	D. Chitra
21	S. Priyadharsini	AP/EIE	S. Priya
22	S. Ananya	AP/MECH	S. Ananya
23	R. Banumathi	AP/Maths	R. Banumathi
24	K. R. Shangceetha	AP/Maths	K. R. Shangceetha
25	Thinya P	AP/Food	P. Thinya
26	M. Uthaya Ganga	AP/FOOD	M. Uthaya Ganga
27	Prithya S	AP/Food	P. Prithya
28	Dr. S. Sumathi	Prof. / EEE	S. Sumathi
29	A. SANKARIDEVI	AP / MCA	A. Sankaridevi
30	Mrs. B. Bhuvaneshwari	AP / IT	B. Bhuvaneshwari
31	Dr. K. RADHA	ASP / IT	K. Radha
32	S. PRATHEERHA	AP / MECH	S. Pratheerha
33	N. LOGESHWARI	AP / IT	N. Logeshwari
34	R. MANOJA	AP / IT	R. Manoja
35	T.K. BHARATHI	AP / IT	T.K. Bharathi
36	Dr. A. UMAMAHESWARI	ASP / CSE	A. Umamaheswari
37	Dr. T. KIROTHIKA	AGRI. ENGA.	T. Kirothika
38	S. Anetha	AGRI. ENGG	S. Anetha



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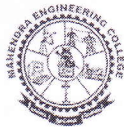
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Members present :

S.No	Name	Designation / Department	Signature
39.	C.N.S. SHATHI	AGRI. ENGG	C.N.S. Shathi
40	C. Nivetha	AP / EEE	C. Nivetha
41.	S. SUBA	AP / EEE	S. Suba
42.	K. Pooveran	AP / EEE	K. Pooveran
43	Dr. C. Senthil Kumar	ASP / MCA	Dr. C. Senthil Kumar
44.	Dr. K. Prakash	AP / MCA	Dr. K. Prakash
45.	N. Ramesh	AP / MAE	N. Ramesh
46.	Mr. S. Senthil Prasa	AP / MAE	Mr. S. Senthil Prasa
47.	Mr. R. KARIKALAN	AP / MAE	Mr. R. Karikalan
48.	E. MADHORUBAGAN	AP / CSE	E. Madhorubagan
49	A. KARTHIKEYAN	AP / CSE	A. Kartikeyan
50	R. VENKADESH	AP / CSE	R. Venkadesh
51.	Dr. S. Ananth	AP / IT	Dr. S. Ananth
52.	M. Arun Sankar	AP / IT	M. Arun Sankar
53	M. Ravikumar	AP / ECE	M. Ravikumar
54	B.P. Ruresh Kumar	Prof / EEE	B.P. Ruresh Kumar



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S.No	Name	Designation / Department	Signature
1	B. AKRISHNAALAK	AP/AERO	
2	S. VINODH	AP/AERO	
3	S. HARI DARWIN	AP/AERO	
4	P. Dharmadurai	AP/AERO	
5	A. KASTHIK	AP/pharma	
6	S. Anand	AP/AGRI	
7	M. Senthimugam	AP/ECE	
8	Gr. Gopalakrishnan	AP/ECE	
9	K. Kalimaamani	AP/ECE	
10	D. INESHKUMAR J	AP/MCT	
11	S. Lakshmi Kantti	AP/MCS	
12	G. SATHEESH KUMAR	AP/Maths	
13	S. C. ELAYARAJA	AP/Maths	
14	V. DHANASEKAR	AP/math	
15	T. Arumugam	AP/math	
16	M. GAUTHAM	AP/ECE	
17	Dr. R. SASIKUMAR	AP/mech	
18	C. SETHILKUMAR	AP/CISE	
19	Dr. R. RANJANATHAN	AP/Chemistry	



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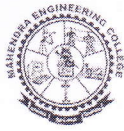
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Members present :

S.No	Name	Designation / Department	Signature
20	M. GUNASEKARAN	AP/CHEMISTRY	M. G. S.P.
21	R. BASKAR	AP/MCT	R. Bmull
22	G. NAGARAJAN	AP/MCT	G. Nagarajan
23	D. PRABHAKARAN	AP/MCT	D. Prabhakaran
24	M. MALUKANNAN	AP/MCT	M. Malukanan
25	S. VIJAYAKUMAR	AP/MECH	S. Vijayakumar
26	A. VENKAT RAMANAN	AP/MECH	A. Venkat Ramanan
27	J. VENKATRAMAN	AP/MECH	J. Venkatraman
28	A. SANTHANARAJAN	AP/Aero.	A. Santhanarajan
29	Dr. M. KARSHIK	AP/PHY	Dr. M. Karshik
30	M. DURAIRAJ	AP/PHY	M. Durairaj
31	P. C SIVAKUMAR	AP/EEE	P. C Sivakumar
32	M. Vignesh.	AP/CIVIL	M. Vignesh
33	P. Dharmadharan	AP/Civil	P. Dharmadharan
34	P. N. PRARU	AP/ENGLISH	P. N. Praru
35	T. Manivasagam	AP/English	T. Manivasagam
36	S. SAKTHVEL	AP/ENGLISH	S. Sakthvel
37	P. PARATHRAJU	AP/EEE	P. Parathraju
38	P. SENTHILKUMARAN	AP/MECH	P. Senthilkumaran



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Members present :

S.No	Name	Designation / Department	Signature
39.	M. RAVIKUMAR	AP/MATHS	M. Ravikumar
40	M. VENKATACITAVAM	AP/physics	M. Venkataraj
41.	K. KARTHUESAN	AP/EEE	K. Karthikeyan
42	R. Sathish	AP/MECH	R. Sathish
43	K. Senthilkumar	AP/AGRI	K. Senthilkumar
44	Dr. R. Vijayakumar	ASP/ECE	R. Vijayakumar
45	DR. K. GOWSIC	ASP/CSE	Dr. K. Gowri
46	DR. K. VENKATASARAM	ASP/C&E	Dr. K. Venkatasaram
47	C. Arun prasath	AP/ICE	C. Arun
48.	R. Kanagasab	AP/ECE	R. Kanagasab
49	Dr. S. Kandasamy	Prof/Maths	Dr. S. Kandasamy
50	P. Thangaraja	AP/math	P. Thangaraja
51	P. Mohan	AP/MATHS	P. Mohan
52.	N. Anandhakumar	AP/EEE	N. Anandhakumar
53.	Gt. Dinesh	AP/EEE	Gt. Dinesh
54	Dr. R. Prabu	AP/MECH	Dr. R. Prabu
55	R. ARULRAJ	AP/MECH	R. Arulraj
56	Dr. Y. SHANTHARAM	ASP/CIVIL	Dr. Y. Shantharam
57	P. Srinikumar	AP/AERO	P. Srinikumar



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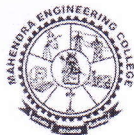
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Members present

S.No	Name	Designation / Department	Role of IQAC	Signature
17	Dr.KR.Kalpana	HoD-Agri	Member	
18	Dr.C.Vigneshwaran	HoD-Pharma	Member	
19	Dr.M.Udhayaganga	HoD – Food Tech	Member	
19	Dr.R.Vinothkumar	HoD – Chemical	Member	
20	Dr.J.Kavitha	HoD-English	Member	
21.	Mr. K.Shanmugam	HoD-Maths	Member	
22.	Dr.T.Shanmugavel	HoD-Physics	Member	
23	Dr.P.Dhanakodi	HoD-Chem	Member	

Director IQAC 30/4/22

Chairperson IQAC



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Dt.30.04.2022

The IQAC meeting was held on 30.04.2022 in VOC –Seminar Hall at 11.00 AM

The following points were discussed:

1. The Director – IQAC welcomed the members and presented the action taken report of the previous IQAC meeting held on 03.12.2021.

S.No.	Points Discussed	Action taken
1	NAAC –Cycle 2	<ul style="list-style-type: none">• It is proposed to submit IQA for NAAC –Cycle 2 during August 2022
2	Review of Data collected for NAAC -AQAR 2019-20 , AQAR 2020-21	<ul style="list-style-type: none">• AQAR 2019-20 submitted and acknowledgment received from NAAC.• AQAR 2020-21 completed and will be submitted in July-2022.
3	NBA-Re Accreditation process	<ul style="list-style-type: none">• NBA – Compliance report submitted for three programmes CSE, ECE and EEE on 27.04.2022
4	Proposal for AICTE – AQIS 2022	<ul style="list-style-type: none">• Project proposal are prepared based on the instructions and criteria given by AICTE and it will be submitted after getting approval from the Principal.
5	Review of R&D activities	<ul style="list-style-type: none">• Incentive provided for research publication, patent and book publication.
6	Planning of Academic and Administrative Audit for 2020-21	<ul style="list-style-type: none">• Audit completed in December 2021 and action taken was reviewed by IQAC team.
7	Examination process	<ul style="list-style-type: none">• End Semester Theory Examination and Practical Examinations were conducted for III, V, VII semester as per schedule.
8	Planning of IIC Activities for 2nd Quarter	<ul style="list-style-type: none">• Reviewed the 2nd Quarter IIC activities like MIC Driven activities, Self driven and IIC Calendar activities.

2. Chairperson – IQAC discussed the following points and approved for implementation

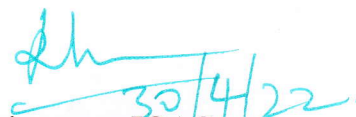
S.No	Points Discussed	Action Plan	Responsibility
1	Plan of action for ongoing Academic and Co-curricular activities	<ul style="list-style-type: none"> Principal reviewed the progress of Academic Activities and shared the observations regarding First Class Committee meeting minutes. Mr.Senthilkumaran, AP-ECE with the help of PPT demonstrated the Change/Revision in the Curriculum and Syllabi of R2022 as compared to R2019 and the percentage change in Each Course, Semester and Programme. 	All HoDs
2	Review of R&D activities	<ul style="list-style-type: none"> Principal informed all HODs and Faculty members to complete the final year students' project review before 30.05.2022 and insisted that atleast 50-60% of the projects shall be published as papers in reputed Journals. R&D Director Insisted the faculty members to publish minimum two papers per year (one in the Scopus Indexed (SI) Journal and in IJASE, Mahendra Publications). All another faculty members with PhDs are advised to submit minimum one research project proposal per semester any funding agencies (DST, CSIR, DRDO, TNSCST, MNRE and DBT). 	All faculty members
3		<ul style="list-style-type: none"> IQAC Director informed that Anna University team may visit for inspection 3rd week in this month regarding grant of continuation of affiliation. All Labs and facilities have to be maintained regularly and all documents and registers have to be updated on regular basis. 	All HoDs
	Review Quality assurance and initiative measures	<ul style="list-style-type: none"> Principal highlighted the need for effectively teaching methods to enhance students learning capacity. The faculty members shall use innovative teaching techniques to enhance the 	All faculty members

		<p>active involvement and learning capability of students</p> <ul style="list-style-type: none"> • Principal informed all HODs to complete all TarPro 2021-22 (Even) activities before 23.05.2022 positively. 	
4	<p>Review NAAC Cycle –II and NBA Re-Accreditation work progress</p>	<ul style="list-style-type: none"> • Principal informed to update files for NBA Re-Accreditation visit for three programmes (CSE, ECE and EEE). The date of visit will be the last week of May 2022. • IQAC Director and IQAC Co-ordinator reviewed NAAC Cycle 2 work progress. The following points were discussed. <ol style="list-style-type: none"> 1. More than 50 % of total students must complete value added courses. 2. Feedback mechanism should be based on the SSR formats. 3. Importance of providing Seed money for Research activities as per R & D policy. 4. Experience faculties shall submit Quality Research projects to Government and Non Government Organizations. 5. All faculties must undergo STTP, FDP. 6. All faculties must submit research papers in quality journal Preferably in UGC, Scopus, SCI etc., 7. The progress of Consultancy work 8. 50% of students should be involved in extension activities. 9. MoU activities must be active in all departments (Min 3 activities per year) 10. Faculties must prepare more video content 11. Career counseling must be provided for all students 12. More than 50 % of the eligible students should be placed 13. Students can be motivated to appear for state/ national/ international level examinations during the year/ 	<p>All HoS's and Faculty members</p>

		eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TO FEL/Civil Services/State Government Services))	
5	Review and Confirmation of Board of Studies Meeting of all departments	<ul style="list-style-type: none"> Principal informed to submit the BoS meeting minutes along with Change/Revision in the Curriculum and Syllabi (R2022 against R 2019) on or before 07.05.2022 	All HoDs
6	Planning of Academic Council meeting	<ul style="list-style-type: none"> Principal informed that Academic Council meeting will be conducted May 2022. 	CoE and Principal
7	Any other matters	<ul style="list-style-type: none"> CoE discussed and reviewed suggestions from all HoDs about framing of Regulation- 2022. <ol style="list-style-type: none"> Internal and External Marks Assessment and Question pattern About Grading system Any modification in Choice Based Credit System. 	All HoDs and CoE

- 1) All HODs to circulate amongst all faculty members for information and needful action
- 2) File


Director IQAC 30/4/22


Chairperson IQAC 30/4/22