



MAHENDRA INSTITUTE OF TECHNOLOGY

(Approved by AICTE-New Delhi, Affiliated to Anna University, Chennai)
Mahendhirapuri, Mallasamudram (W), Namakkal (DT)-637 503, Tamil Nadu
www.mahendratech.org, Ph:-04288-288527

INTERNAL QUALITY ASSURANCE CELL

MIT/Circular/IQAC/2018-2019/Meeting 3

12.06.2018

It is proposed to conduct Internal Quality Assurance Cell Meeting on Wednesday, the 20th June 2018 at 2.00 p.m. in the Board Room. The members are requested to make it convenient to attend the meeting.

Agenda:

- Activities for the ODD Semester 2018-2019
- Monitoring academic activities
- Submission of R & D proposals
- Review of IIQA submission to NAAC
- MoU with Industries
- Participation in NIRF
- Any other matter

Thanking you

Yours faithfully

M. Prabu
IQAC Coordinator
12/06/18

Copy to: Principal
All members



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No. : 3

20.06.2018

The minutes of the 3rd IQAC meeting was held on 20/06/2018 at 2.00 p.m in the Board Room.

The following Members were present:

Dr. T. Elango, Chair Person

Dr. G. Palanichetty, Academic Expert

Dr. J. Stanly Jaya Prakash

Prof. T. Somasundaram

Dr. S. Prabu

Prof. T. Ganesan

Prof. E. Balaji

Dr. M. Prabhu, IQAC Coordinator

The following members could not be present for the meeting due to some unavoidable reasons.

Dr. Amos Robert Jayachandran

The IQAC coordinator welcomed the members and the minutes of the meeting held on 13/12/2017 were confirmed.

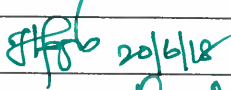

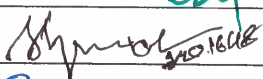

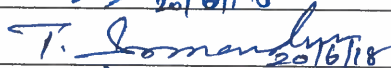
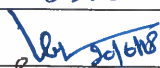
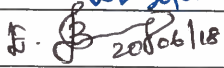

S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	ODD Semester 2018-19	<ul style="list-style-type: none">It was decided to stick on to the schedule in the academic calendar for continuous internal test, Model exam and academic activities like seminar, Guest Lecture and workshops etc.,A faculty to plan for completion of syllabus effectively since the duration of the semester is short.	The principal, Head of all the departments and faculty members

		<ul style="list-style-type: none"> • HoD's are requested to submit the proposed budget for the academic year 2018-19. 	
2	Academic activities	<ul style="list-style-type: none"> • HoD's are requested to ensure that the event coordinators are presenting a tentative schedule to organize Industrial visit/Symposium/Workshop etc., and get it approved well in advance. • Continuous Internal test and model exams dates tentatively scheduled and Blooms Taxonomy to be followed by staff while setting question paper. 	The principal, Head of all the departments and faculty members
3	Submission of R & D proposals	<ul style="list-style-type: none"> • The committee members explained the necessity of quality R&D work in the forthcoming years and they suggested that proposal can be submitted under RPS, SDP and MODROB scheme under AICTE and other funding agencies. 	The principal, Head of all the departments and faculty members
4	Review of IIQA submission to NAAC	<ul style="list-style-type: none"> • The IIQA submitted to NAAC was briefed and the committee clarified the queries and suggested that all necessary backup to be kept ready. • Even though the college is working towards the different criteria of NAAC, it is proposed to have an overall staff coordinator for NAAC. • Dr. S. Prabu, HoD/ECE is nominated as the overall coordinator for NAAC. • Various staff members were selected as criterion heads for NAAC to complete the ongoing work. 	The principal, Head of all the departments and NAAC criteria coordinators
5	MoU with Industries	<ul style="list-style-type: none"> • The principal informed about the MoU signed with various agencies and he emphasized to undertake research projects/Internships in collaboration with industries and 	The principal, Head of all the departments and staff members


		even students can utilize it.	
6	Participation in NIRF	<ul style="list-style-type: none"> The committee members insisted to participate in the NIRF ranking for the academic year 2018-2019. Dr. M. Prabhu, HoD/BME is selected as Nodal Officer for NIRF. 	Nodal officer Dr. M. Prabhu, HoD/BME
7	IQAC	<ul style="list-style-type: none"> IQAC organized seminar on outcome based education for effective teaching learning process. 	IQAC Coordinator

- IQAC congratulated the department of Computer science & Engineering for getting Permanent affiliation from Anna University from the academic year 2017-2018.
- Totally 34 faculty members from all departments were registered as life member in the Institute of Engineers India (IEI), Kolkata in the month of June 2018.
- IQAC members congratulated Dr. P. Venkatesan who have received a sum of Rs.50,000/- for organizing National Workshop on "Industry4.0 using IIOT" from SERB, DST, New Delhi.

The chair Person concluded the meeting with vote of thanks and the next meeting is tentatively scheduled during the month of December 2018.

S.No.	Name	Signature
1	Dr. T. Elango, Chair Person	 20/6/18
2	Dr. G. Palanichetty	 20/6
3	Dr. J. Stanly Jaya Prakash	 20/6/18
4	Dr. S. Prabu	 20/6/18
5	Prof. T. Somasundaram	 20/6/18
6	Prof. T. Ganesan	 20/6/18
7	Prof. E. Balaji	 20/06/18
8	Dr. M. Prabhu	 20/06/18


IQAC Coordinator
20/06/18


PRINCIPAL
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