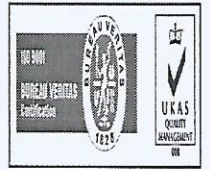




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INTERNAL QUALITY ASSURANCE CELL

SSIT/IQAC/M/2017/2

Date : 02/06/2017

Dear All,

Sub: Internal Quality Assurance Meeting (IQAC) – Audit–Reg.

It is proposed to conduct the second Internal Quality Assurance Meeting on 13/06/2017 (Tuesday). Please ensure all the members come and discussed with the relevant information as per the agenda.

Date: 13-06-2017

Venue: Conference hall

Time: 10.30 AM

Agenda

- Apply for NAAC Accreditation
- Apply for NBA Accreditation
- Supporting File
- University Results
- Student Carrier Development Program
- Class for GATE, TOFEL, etc.,
- club Activities


Principal



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INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING held on 13/06/2017

SSIT/IQAC/MoM/2017/2

Agenda

- Apply for NAAC Accreditation
- Apply for NBA Accreditation
- Supporting File
- University Results
- Student Carrier Development Program
- Class for GATE, TOFEL, etc..,
- club Activities

Members Attended

Dr. K.Palanikumar	Principal	
Dr.C.R Senthilnathan	IQAC Coordinator	<i>M. Senthilnathan</i>
Dr.T.Srinivasan	Head – MECH/ IQAC Coordinator	<i>T. Srinivasan</i>
Dr.S.Rajarajan	NBA Coordinator	<i>SR</i>
Ms.G.Valarmathi	ISO Coordinator	
Mr. V.Selvakumar	Head – MBA	<i>V. Selvakumar</i>
Dr. G.Thamaraiselvi	Head – ECE	<i>G. Thamaraiselvi</i>
Dr. D. Muruga Radha Devi	Head -- IT	
Dr. M. Jagadeesh Kumar	Head - EEE	<i>J. Jagadeesh Kumar</i>
Dr.K.C. Suresh	Head – CSE	
Ms.K.Ramya	Head – Civil	<i>K. Ramya</i>
Mr.V.Balaji	Head – S & H	<i>V. Balaji</i>
Mr. A.Srithar	Asso. Professor – Mech	<i>A. Srithar</i>



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	PARTICULARS	POINTS DISCUSSED	DECISION TAKEN	ACTION REQUIRED	RESPONSIBILITY	TARGET DATE
	Pending Points from previous IQAC Review Meeting	Nil				-
	Strategic planning review of Quality Policy and Objectives	Quality policy & Objectives of the college & department reviewed	- Quality Policy no changes Objectives:- - 84.69% of overall pass in semester - Workshop / Seminar 1 per semester per department - Guest Lecture 2 per department per year - FDP 1 per year - IV one for each class - Rank holders 4 per department -To maintain students attendance at 95%	- Department Objectives to be reviewed in Department meetings	Principal, MR & HODs	Next IQAC meeting
	Results of Audits	- Internal Audit conducted in sept	- All the NCs are closed with proper corrective action	- HOD's to review the Corrective actions	Principal, MR, HODs	Next IQAC meeting



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Customer Feed Back	- Students feedback collected and analysed (Department wise report enclosed)	- To collect Industry feedback – Next academic year	- Placement officer to design a format & collect	- Principal & Placement Officer - MBA HOD	Next IQAC meeting
Process Performance and Service Conformity	University results of Apr/May discussed (Department wise reports enclosed)	To analyze all the results department wise	To monitor the slow learners and improve them	Principal / HODs	Next IQAC meeting
Status of Proactive and corrective actions	Individual departments Quality issues are closed	-To monitor the effective corrective actions	-	HODs	Next IQAC meeting
Changes that could affect the Quality Management System	No changes in the manual	Nil	Nil	-	-
Recommendation for improvement	<ul style="list-style-type: none"> - To maintain University Result % even in all the departments - Supporting Department to present the Report in MRM - Best Kaizen to be selected for the past 6 months - To encourage students to participate in paper presentation contest - To extent week students classes from 1 week to 2 weeks - To make Part-A Test paper of Regular Exam Schedule 				



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ACTION TAKEN REPORT

CSE

- Conducted Entrepreneurship Awareness Camp to 3rd year students funded by IEDC
- One professor for the Department

ECE

- .
- 10 staff members have published paper in the reputed journal.
- 7 staff members has obtained 100% result in the university examination
- 90% of the final year students got placed.
- 20% of 2012 batch students got admissions in foreign universities for doing higher studies.

MECHANICAL

- 2 professors and 12 of the staff members are doing Ph. D
- Tutorials were conducted every week in a class.
- Weak students were given special attention.

CIVIL

- Two days workshop on advanced structural analysis and design III years conducted on 18/07 & 19/07
- Designing Sewage treatment plant for college.
- Students projects were submitted in IEDC. One of the project is selected.

MBA

- All of our Faculty members published papers in National, International Conferences & Journals.
- 4 seminars are arranged .
- 100% result achieved by all staff members in different subjects in University Exams.
- Industrial visit to Coca cola company, Chennai was arranged.



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H&S

- Hostel Students Performance monitored periodically & special classes done regularly.
- ARREARS STUDENTS WERE MOTIVATED TO CLEAR ARREAR EXAMS especially MATHS(all years) & ENGG GRAPHICS

LIBRARY:

- Weak students were given special attention during evening hours.
- To collect more e-resources.

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IQAC Coordinator(s)

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Principal