



MAHENDRA INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

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A UNIT OF MAHENDRA EDUCATIONAL TRUST



Dr. T.ELANGO, B.E., M.E., Ph.D., MIE.,
Principal

INTERNAL QUALITY ASSURANCE CELL

MIT/Circular/IQAC/2023-2024/Meeting 22

01.02.2024

It is proposed to conduct an Internal Quality Assurance Cell Meeting on Wednesday, 07th February 2024 at 11.00 a.m. The members are requested to make it convenient to attend the meeting.

Agenda:

- Review of action taken in the items mentioned in the previous meeting minutes.
- Discussion on Industrial Visit during AY 2023-24.
- Discussion on Different placement activities for final & pre final year AY 2023-24.
- Discussion on additional internships with academic credits.
- To discuss the faculty contribution in Projects, Publications & Patents.

Thanking you

Yours faithfully

IQAC Coordinator

Copy to: **Dean**
AO office
All members

CHAIRPERSON

Dr.T. ELANGO, M.E., Ph., D., M.I.E
PRINCIPAL,
MAHENDRA INSTITUTE OF TECHNOLOGY
MAHENDHIRAPURI,
VADUGAPALAYAM POST,
NAMAKKAL - 637 503





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07.02.2024

Minutes of the 22nd IQAC Meeting held at 11.00 am on 07.02.2024

Members Attended:

| S. No. | Name of the Member | Designation |
|--------|---|---------------------------|
| 1 | Dr. T. Elango, Principal | Chairperson |
| 2 | Dr. C. T. Sivakumar, Executive Officer | Management Representative |
| 3 | Dr. J. Rajavel, Dean | Academic Expert |
| 4 | Dr. L. Selvarajan, Professor- Head/Mechanical | IQAC Coordinator |
| 5 | Dr. J. Stanly Jaya Prakash, HoD /CSE | Member |
| 6 | Dr. S. Prabu, HoD/ECE | Member |
| 7 | Dr.N.Saravanakumar, HoD/EEE | Member |
| 8 | Dr. T. Ganesan, HoD/Automobile | Member |
| 9 | Dr. M. Prabhu, HoD/Biomedical | Member |
| 10 | Dr.N.Satish, Hod/IT | Member |
| 11 | Mr. A. G. Ramkumar, Administrative Officer | Administrative Staff |
| 12 | Jeevithan.M, IT | Student Member |
| 13 | Balaji.B. IT | Member from Alumni |

Dr. T. Elango, Principal and Chairperson of IQAC welcomed the members to the 22nd IQAC Meeting held at 11.00 am on 07/02/2024. The following agenda points were taken for discussion and consideration.





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I. Confirmation of the minutes of the 21st IQAC meeting held on 12/12/2023.

The minutes of the 21st meeting of IQAC circulated among the members was confirmed.

The action taken report on the resolutions/decisions taken during the 21st meeting of IQAC was presented by the Dr. L. Selvarajan, Coordinator - IQAC.

| S.No. | Points Discussed | Action Taken |
|-------|------------------------------------|--|
| 1 | Mentor Mentee system. | Mentor Mentee meetings to be conducted on a regular basis. Also mentors should note that special attention should be given for weak students. |
| 2 | Workshop and seminars for faculty. | Technical workshops to be organized and motivate faculty to attend training programs based on their research domain or area of interest. |
| 3 | ERP system. | A team to work on updating contents on ERP(Administrative as well as Academics) |
| 4 | Internal Audit. | Internal and external academic audit plans and schedules were presented and approved. |
| 5 | Flash Mob 2023. | Flash Mob event , a mammoth celebration, happened on 4 th December 2023. During the event more than 500 students participated. |





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II. Minutes of the 22nd IQAC Meeting

| S. No. | Subject / Issue | Outcome of Discussion | Action to be taken |
|--------|---|---|--------------------------|
| 1 | Discussion on Industrial Visit during AY 2023-24. | 2 days Industry Training has planned for all department students | All HoDs |
| 2 | Discussion on Different placement activities for final & pre final year AY 2023-24. | Placement preparation planning is done by Placement cell. | Placement officer |
| 3 | Discussion on additional internships with academic credits. | To explore the possibility of offering additional internships with academic credits to enhance students' employability. | All HoDs & All Faculties |
| 4 | To discuss the faculty contribution in Projects, Publications & Patents . | All the departments have submitted research proposals for funding by identifying different agencies. | All HoDs |
| 5 | To review the improvement in quality publications and research grants | Members appreciated the faculty for increased publications in SCOPUS and SCI Journals. Encourage interdisciplinary projects. | All HoDs |

The following faculty members and student were appreciated for their efforts and achievements.

Dr. L. Selvarajan, Professor/MECH & Mr. K. Venkatesh, AP/MECH Received a grant of Rs.1,30,000/- from the Science and Engineering Research Board (SERB) to conduct a two day National Level Workshop released on 02.02.2024.

Dr. L. Selvarajan, Professor/MECH has published more than 10 research articles.

M.Naveenkumar, S.Sabari and S.Praveenkumar, Third year Mechanical Engineering students Won the First Prize (Rs.7000/-) and Third prize (Rs.4000/-) in the Water Rocketry Event held at Pragyam'24 Conducted by National Institute of Technology, Trichy.





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The meeting ended with vote of thanks by the IQAC Coordinator Dr. L. Selvarajan.

| S.No. | Name | Signature |
|-------|--|-----------|
| 1 | Dr. T. Elango, Principal | |
| 2 | Dr. C. T. Sivakumar, Executive Officer | |
| 3 | Dr. J. Rajavel, Dean | |
| 4 | Dr. L. Selvarajan, Professor-Head/Mechanical | |
| 5 | Dr. J. Stanly Jaya Prakash, HoD /CSE | |
| 6 | Dr. S. Prabu, HoD/ECE | |
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| 8 | Dr. T. Ganesan, HoD/Automobile | |
| 9 | Dr. M. Prabhu, HoD/Biomedical | |
| 10 | Dr. N.Satish, HoD/IT | |
| 11 | Mr. A. G. Ramkumar, Administrative Officer | |
| 12 | Jeevithan.M, IT | |
| 13 | Balaji.B. IT | |

IQAC COORDINATOR

CHAIR PERSON



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