



## MAHENDRA INSTITUTE OF TECHNOLOGY

(Approved by AICTE-New Delhi, Affiliated to Anna University, Chennai)

Accredited by NAAC with "A" grade

Mahendhirapuri, Mallasamudram (W), Namakkal (DT)-637 503, Tamil Nadu

[www.mahendratech.org](http://www.mahendratech.org), Ph:-04288-288527

### INTERNAL QUALITY ASSURANCE CELL

MIT/Circular/IQAC/2019-2020/Meeting 5

27.05.2019

It is proposed to conduct Internal Quality Assurance Cell Meeting on Wednesday, the 7<sup>th</sup> June 2019 at 11.00 a.m. in the Board Room. 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
- Reopening date and Academic plan for Odd Semester 2019-20.
- NPTEL online certification courses
- Placement Training for II, III and IV years.
- Placement 2019-2020.
- To get autonomy
- Any other matter

Thanking you

Yours faithfully

*M. Pabhu*  
IQAC Coordinator  
27/05/19

Copy to: Principal  
All members



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### INTERNAL QUALITY ASSURANCE CELL

#### MINUTES OF THE MEETING

Meeting No. : 5

07.06.2019

**Members present:**

Dr. T. Elango, Chair Person

Dr. G. Palanichetty, Academic Expert

Dr. K. Rajkumar

Dr. J. Stanly Jaya Prakash

Dr. R. Kathirvel

Prof. T. Somasundaram

Dr. S. Prabu

Prof. T. Ganesan

Prof. E. Balaji

Dr. M. Prabhu, IQAC Coordinator

The minutes of the 5<sup>th</sup> IQAC meeting held on 07.06.2019 at 11.00 a.m in the Board Room.

The IQAC coordinator introduced the new members Dr. R. Kathirvel & Dr. K. Rajkumar, welcomed the members and the minutes of the meeting held on 19/12/2018 were confirmed.

The following points were discussed:

1. Chairperson-IQAC explained the action taken report of the previous IQAC meeting held on 19/12/2018.

S.No.	Points Discussed	Action Taken
1	To improve the Quality of R&D	In order to enhance in R&D activities all academic departments were asked to conduct various seminar, workshops and Hands on Training.
2	Enrollment of students for Japanese Language classes and competitive examinations	22 students from various departments were enrolled for Japanese Language classes.
3	Counseling session for slow learners	Mentoring system was implemented to improve the performance of slow learners and to meet the needs of various categories of students. 20 students per mentor were allotted to monitor the student activities. Exclusive counseling hour allotted in the regular time table for all departments.
4.	To opt for consultancy projects	In order to initiate consultancy projects, all departments were asked to establish centre of excellence and MoUs with various industries.

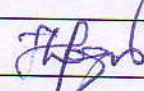
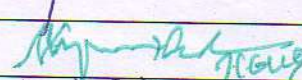
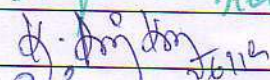
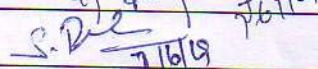
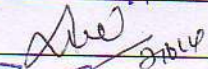
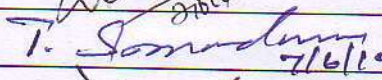
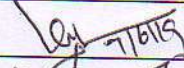


S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	Reopening date and Academic plan for Odd Semester 2019-20	<ul style="list-style-type: none"> <li>• Reopening date is scheduled on 01/07/2019 for II, III and Final years and for I years in the first week of August tentatively.</li> <li>• Unit Test-I to be scheduled at the third week of July month and thereafter Unit Test-II and Unit Test-III in the subsequent months and</li> </ul>	The principal, Head of all the departments and faculty members

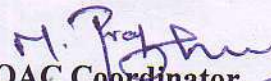
		<p>tentative dates are presented to the committee as per the Academic Calendar.</p> <ul style="list-style-type: none"> <li>• The last working day is fixed as 19<sup>th</sup> October 2019.</li> <li>• Academic calendar includes all the details indicating specific dates of the conduct of events.</li> </ul>	
2	NPTEL online certification courses	<ul style="list-style-type: none"> <li>• To encourage faculties and students to participate and register NPTEL online courses based on the interested topics conducted by IITs and IISC Bangalore.</li> <li>• The examination fee for each course is Rs.1000 and Rs. 500 will be repaid by NPTEL if they have successfully completed the course.</li> </ul>	Head of all the departments and faculty members
3	Placement Training for II, III and IV years.	<ul style="list-style-type: none"> <li>• It is decided to conduct the placement training classes for II, III and IV year from July 29, 2019 onwards as per the given schedule given from Macro Miracle Pvt. Ltd.</li> <li>• The concerned Student Support Team (SST) incharge from each department to monitor the same.</li> <li>• The placement training given is to be monitored by the placement co-coordinators.</li> </ul>	Head of all the departments and SST in charges.
4	Placement 2019-2020	<ul style="list-style-type: none"> <li>• Placement director informed about the companies visited so far for the recruitment and company details for future recruitment.</li> </ul>	Placement Director and Coordinator
5	To get autonomy	<ul style="list-style-type: none"> <li>• Experts for Fresh UGC status is scheduled to visit our campus in the month of July 2019. HoDs and Concerned</li> </ul>	The principal and Head of all the departments


		<p>file in charges of each department are requested to update the files.</p> <ul style="list-style-type: none"> <li>• HoDs requested to prepare draft curriculum and syllabi for their departments with feedback from industrialists and Academicians.</li> </ul>	
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- IQAC expressed the happiness that our institution received NAAC with 'A' grade with a score of 3.04 at the very first time itself. Chairperson of the IQAC congratulated all the Criteria coordinators, faculty members, non teaching staffs and office staff for the successful completion of NAAC.
- Mr. T. Saravanakumar, Assistant Professor/EEE has received Rs. 7500/- for TNSCST Student Project Proposal Scheme. The title of the project was 'Wireless Transport Monitoring System Using RFID Technology'.

The chair Person concluded the meeting with vote of thanks and the next meeting is tentatively scheduled during the month of December 2019.

S.No.	Name	Signature
1	Dr. T. Elango, Chair Person	
2	Dr. G. Palanichetty	
3	Dr. J. Stanly Jaya Prakash	
4	Dr. K. Rajakumar	
4	Dr. S. Prabu	
5	Dr. R. Kathirvel	
6	Prof. T. Somasundaram	
7	Prof. T. Ganesan	
8	Prof. E. Balaji	
9	Dr. M. Prabhu	

  
 IQAC Coordinator  
 02/06/19

  
 Chair Person  
 7/4/19