



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, Ph:-04288-288527

INTERNAL QUALITY ASSURANCE CELL

MIT/Circular/IQAC/2019-2020/Meeting 7

03.04.2020


It is proposed to conduct Internal Quality Assurance Cell Meeting on Wednesday, 8th April 2020 at 11.00 a.m. through online. 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
- To conduct of Online Classes and Monitoring of attendance of students
- To examine various digital platforms for conducting online classes
- To frame modalities and conduct technical quizzes and assignments etc.
- Any other matter

Thanking you

Yours faithfully


IQAC Coordinator

Copy to: Dean
AO office
All members


CHAIRPERSON



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09.04.2020

Minutes of the 7th IQAC Meeting held at 11.00 am on 8th April 2020 at through online.

Members present:

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/Mechanical	IQAC Coordinator
5	Dr. J. Stanly Jaya Prakash, HoD / CSE	Member
6	Dr. K. Rajkumar, HoD/Mechanical	Member
7	Dr. S. Prabu, HoD/ECE	Member
8	Dr. R. Kathirvel, HoD/EEE	Member
9	Dr. T. Ganesan, HoD/Automobile	Member
10	Dr. M. Prabhu, HoD/Biomedical	Member
11	Prof. A. N. Karthikeyan, HoD/IT	Member
12	Mr. A. G. Ramkumar, Administrative Officer	Administrative Staff
13	Ms. S. Niveetha III year/BME	Student Member
14	Ms. K. Aparna QA/RA Executive Advanced Lifesciences Pvt. Ltd. New Delhi	Member from Alumni

The following members could not attend the meeting

S. No.	Name of the Member	Designation
1	Dr. A Athif Shah, Managing Director ABE Semiconductor Designs, Chennai	Member from Industry
2	Dr. S. Umashankar Mallasamudaram	Member from Local Community

Dr. T. Elango, Principal and Chairperson IQAC welcomed the members to the 7th IQAC Meeting held at 11.00 am on 8th April 2020. The following agenda points were taken for discussion and consideration.

I. Confirmation of the minutes of the 6th IQAC meeting held on 19.12.2019.

The minutes of 6th meeting of IQAC which were circulated among the members were confirmed.

The action taken report on the resolutions/decisions taken during 6th meeting of IQAC was presented by the Dr. L. Selvarajan, Coordinator, IQAC.



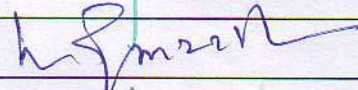


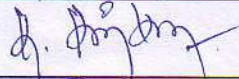
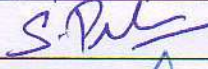
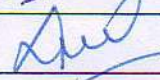


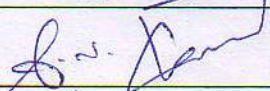
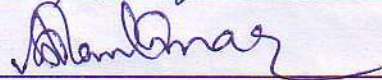
S.No.	Points Discussed	Action Taken
1	To improve the Quality of R&D	In order to enhance in R&D activities all academic departments were asked to conduct various seminar, workshops and Hands on Training.

II. Minutes of the 7th IQAC Meeting

S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	Online Classes and Monitoring	Due to Covid 19 situations on line class has been conducted by the all faculty members.	Head of all the departments and faculty members
2	Various digital platforms for conducting online classes	Faculty members or encouraging our students through various platforms like Google meet, SKYPE and micorsoft, etc.	Class Advisors and faculty members
3	Modalities and conduct technical quizzes and assignments etc.	Conduct the Technical quizzes using various social platforms related to academic subject and received the assignments.	Course Instructor
4	Virtual FDPs, Workshop and Seminars - Conducted/Attend ed	Encouraged our faculty members to attend/organize workshop, seminar and FDP through online mode	Head of all the departments and faculty members.
5	NAAC-AQAR submission for 2019-2020.	Instructed all the criteria coordinators to consolidate the activities for AQAR submission on time.	IQAC Coordinator

- IQAC Congratulated Principal Dr. T. Elango and Dr. L. Selvarajan Prof/Mechanical and Dr. S. Prabu HOD/ECE who have published their research paper.
- IQAC is glad to note that our institution has received the innovation ambassador award from IIC-MHRD in the year Jan 2020.
- Mr. K. Murugan AP/ Automobile had published his research work.

The meeting was 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/Mechanical	
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12	Mr. A. G. Ramkumar, Administrative Officer	
13	Ms. S. Niveetha III year/BME	—
14	Ms. K. Aparna, Alumni	—


IQAC COORDINATOR


CHAIR PERSON
9/4/20