



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/2020-2021/Meeting 8

23.08.2020

It is proposed to conduct Internal Quality Assurance Cell Meeting on Monday, 23rd August 2020 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
- NAAC AQAR Preparation.
- Publication of papers in SCI/SCIE/Scopus listed journals.
- Online Classes and Monitoring of attendance of students
- Digital platforms for conducting online classes
- Social activities by clubs.
- Any other matter

Thanking you

Yours faithfully

L. SelvaRajay
IQAC Coordinator

Copy to: Dean
AO office
All members



[Signature]
CHAIRPERSON
PRINCIPAL
MAHENDRA INSTITUTE OF TECHNOLOGY
MAHENDHIRAPURI,
VADUGAPALAYAM POST,
NAMAKKAL - 637 503



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

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. Karthileyam, 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 of IQAC welcomed the members to the 8th IQAC Meeting held at 11.00 am on 23rd August 2020. The following agenda points were taken for discussion and consideration.

I. Confirmation of the minutes of the 7th IQAC meeting held on 03.04.2020.

The minutes of 7th meeting of IQAC circulated among the members was confirmed.

The action taken report on the resolutions/decisions taken during 7th meeting of IQAC was presented by the Dr. L. Selvarajan, Coordinator, IQAC.

S.No.	Points Discussed	Action Taken
1	Classes and Monitoring of attendance of students	All mentors monitored the student attendance. Hourly attendance is monitored and the students were advised to attend regularly.
2	Examine various digital platforms for conducting online classes	Faculty members are used different types of digital platforms like Google class room, Skype, Microsoft Teams, Zoom Meet for conducting online classes.
3	Conduct technical quiz and assignments	Students were trained during placement and training classes. Trainers conducted Technical Quiz and given assignments focusing on interview point of view through placement cell.


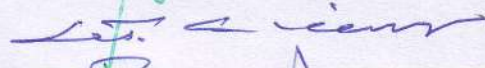
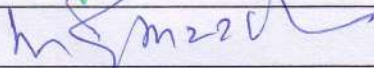
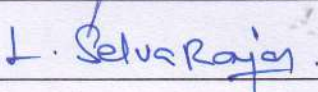
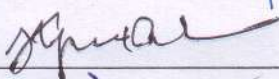
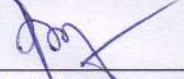
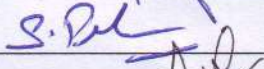
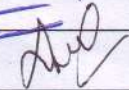
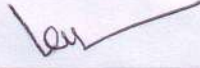
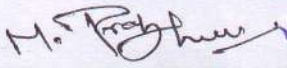
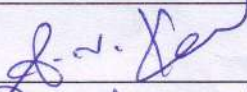

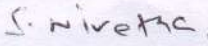

II. Minutes of the 8th IQAC Meeting

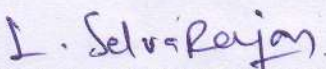
S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	Online Classes and Monitoring	Due to Covid 19 situations on line classes had been conducted by all the faculty members through digital platforms.	Head of all the departments and faculty members
2	Various digital platforms for conducting online classes	Faculty members need to encourage our students to attend classes through various platforms like Google meet, SKYPE and Teams, etc.	Class Advisors and faculty members
3	Conduct various social activities by clubs.	To Encourage our students and faculty members to get involved in various social activities like blood donation, awareness program, etc.,	NSS cell and Department clubs
4	Virtual FDPs, Workshop and Seminars - Conducted/Attended	Encourage 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

- Anna University granted autonomous status for 10 years from 2020-2021 to 2028-2029 for all the four years.
- Curriculum from first year to final year for all programmes has to be finalized and to get approved from the board of studies members.
- Academic council meeting and governing council meeting was conducted on 20th August 2020 for approval of curriculum and syllabus.
- End semester examination was conducted through online using Google meet software.
- Placement details discussed:

No of companies visited	:26
No of Students Placed	:306

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/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




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