



## 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/2020-2021/Meeting 10

10.02.2021

It is proposed to conduct Internal Quality Assurance Cell Meeting on Wednesday, 10<sup>th</sup> February 2021 at 11.00 a.m. The members are requested to make it convenient to attend the meeting.

#### Agenda:

- Review of action taken on the items mentioned in the previous meeting minutes
- Student Welfare center Activities.
- Discussion on Research Activities.
- Academic Audit Report.
- Follow up of Autonomous related work.
- Identifying issues and difficulties of online mode of examination.
- 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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10.02.2021

Minutes of the 10<sup>th</sup> IQAC Meeting held at 11.00 am on 10<sup>th</sup> February 2021.

### 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. Karthileyen, 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

Dr. T. Elango, Principal and Chairperson IQAC of welcomed the members to the 10<sup>th</sup> IQAC Meeting held at 11.00 am on 10<sup>th</sup> February 2021. The following agenda points were taken for discussion and consideration.

I. Confirmation of the minutes of the 9<sup>th</sup> IQAC meeting held on 29.12.2020.

The minutes of 9<sup>th</sup> meeting of IQAC circulated among the members were confirmed.

The action taken report on the resolutions/decisions taken during 9<sup>th</sup> meeting of IQAC was presented by the Dr. L. Selvarajan, Coordinator, IQAC.

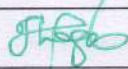
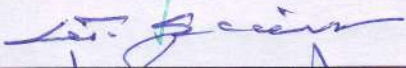
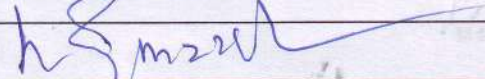
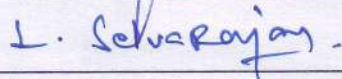
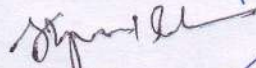

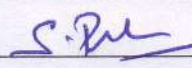
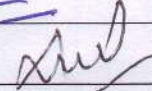
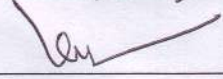
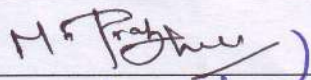
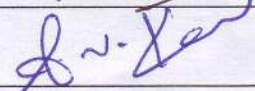
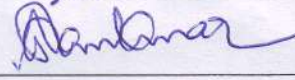
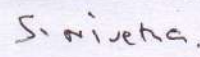

S.No.	Points Discussed	Action Taken
1	Opportunities to increase departmental activity.	Industrial activities such as Alumni talk, Industrial week, online expert talk on 'Career Opportunities', workshop were implemented.
2	Exploring ways to integrate the digital library into students.	New mahendra digital server has been introduced for students to use the digital library.
3	UG & PG programme Nov/Dec 2020 end semester examinations - Planning	The UG & PG program Nov / Dec 2020 end semester examinations were conducted in the month of February 2021.
4.	Online Classes and Monitoring of attendance of students	All mentors and class advisor monitored the students attendance every hour through proctored mode.

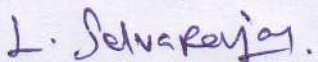
## II. Minutes of the 10<sup>th</sup> IQAC Meeting

S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	Follow up of Autonomous related work.	Regular work and Challenges related to autonomy (Covid pandemic situation) were discussed.	Head of all the departments and faculty members
2	Student Welfare Activities.	Consulted to conduct departmental activities related to student welfare like Soft Skills Programme, Student-related Seminars/Conferences/Workshops/ Lecture Series/Camps etc.	Head of all the departments and faculty members.
3	Discussion on Research Activities.	Encouraged our faculty members and students to attend/organize workshop, seminar and FDP related to research through online mode	Faculty members and Students
4	Academic Audit Report.	Discussed with head of the departments to submit the Academic Audit Report to IQAC.	IQAC Coordinator
5	Strategic plan and Website Updating	Student exam results and regular departmental activities posted on the website were discussed.	Mahendra IT division.
6	Identifying issues and difficulties of online mode of examination.	Discussed about issues and difficulties of online mode of examination.	Controller of Examination.


- 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 Congratulated Mr. A. Gowrishankar Assistant Professor/Mechanical WHO has received Young Faculty Award from Madras Journal Series Pvt. Ltd
- Even semester academic class starts on 03-03-2021 through online platform (Google Meet, Zoom Meet).
- Submission of AQAR report for the year 2018-2019 & 2019-2020 is under processing. Completed report to be scheduled on time.

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	
5	Dr. J. Stanly Jaya Prakash, HoD /CSE	
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11	Prof. A. N. Karthikeyan, HoD/IT	
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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