



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/2022-2023/Meeting 18

06.02.2023

It is proposed to conduct Internal Quality Assurance Cell Meeting on Monday, 13th February 2023 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.
- Funded project and funding agencies.
- Research and Development activities.
- Student Mentoring and Support & Grievance Redressal Cell and Counseling and Guidance.
- Review of various Committee/Cell activities
- Review on fortnight attendance and syllabus coverage.

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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13.02.2023

Minutes of the 18th IQAC Meeting held at 11.00 am on 13.02.2023

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/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.N.Saravanakumar. HoD/EEE	Member
9	Dr. T. Ganesan, HoD/Automobile	Member
10	Dr. M. Prabhu, HoD/Biomedical	Member
11	Dr.N.Satish, Hod/IT	Member
12	Mr. A. G. Ramkumar, Administrative Officer	Administrative Staff
13	Karthik. S, IT	Student Member
14	Abithkumar. B, IT	Member from Alumni

Dr. T. Elango, Principal and Chairperson of IQAC welcomed the members to the 18th IQAC Meeting held at 11.00 am on 13th February 2023. The following agenda points were taken for discussion and consideration.

1. Confirmation of the minutes of the 17th IQAC meeting held on 20.12.2022.

The minutes of 17th meeting of IQAC circulated among the members was confirmed.

The action taken report on the resolutions/decisions taken during 17th meeting of IQAC was presented by Dr. L. Selvarajan, Coordinator - IQAC.

S.No	Points Discussed	Action Taken
1	Online Courses swayam/ NPTEL	Many Faculty members and students have registered for NPTEL online certificate courses in various domains.
2	Review the outcome of faculty development training programs conducted to improve their subject domain and pedagogical skills.	Faculty Development Programs attended and conducted by faculty in each department were reviewed by the members.
3	Review the status of student activities	Many students have attended various workshops, internships, and paper presentations in other colleges.
4	Review of Quality Initiatives and adoption of best practices	Internal Academic and Administrative Audits (AAA) for the AY 2022-23 completed.

II. Minutes of the 18th IQAC Meeting

S. No.	Subject / Issue	Outcome of Discussion	Action to be taken
1	Funded project and funding agencies.	It is decided to send research proposals to the funding agencies on time. After completing the project, submission of documents like project completion report should be completed.	Head of all the departments and faculty members
2	Research and Development activities.	The number of journals and conference publications need to be improved.	Head of all the departments and faculty members
3	Student Mentoring and Support & Grievance Redressal Cell and Counseling and Guidance	Mentor mentee ratio is maintained. Career guidance is supported by Placement Cell. HoDs are instructed to advise their faculty for effective counseling.	Head of all the departments and faculty members
4	Review on fortnight attendance and syllabus coverage.	Principal discussed about Fortnight attendance and syllabus report submitted by all departments.	Head of all the departments and faculty members

- IQAC Congratulated the faculty members who have published their research Papers.
- Dr. N. Satish , HoD/IT ,Mr. M. Premkumar, AP/IT, Mr. V. M. Senthilkumar, AP/IT , Mr. K. Sathyaseelan, AP/IT. Ms. V. Kalaiyarasi, AP/IT , Ms.E. Saranya, AP/IT together got the patent rights for the design of “**Machine learning based confidence tracking device of the employee**”.

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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10	Dr. M. Prabhu, HoD/Biomedical	
11	Dr. N.Satish, HoD/IT	
12	Mr. A. G. Ramkumar, Administrative Officer	
13	Karthik, S. IT	
14	Abithkumar, G. IT	

IQAC COORDINATOR



CHAIR PERSON

Dr.T. ELANGO, M.E., Ph., D., M.I.E.
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