



SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi / Affiliated to Anna University / Accredited by NAAC

Accredited by NBA (ECE, EEE, MECHANICAL))

Dindigul – Palani Highway, Dindigul – 624 002

Internal Quality Assurance Cell

SSMIET/IQAC/2022-23/001

25.08.2022

Circular

It is hereby informed that the 12th Internal Quality Assurance Cell meeting is scheduled on 02.09.2022 at 11.00 a.m. in the Institution at IQAC hall. All the members are asked to attend the meeting and give your valuable suggestions without fail.

AGENDA

1. Follow up action of 11th Meeting
2. NBA Accreditation and Autonomous
3. Review of DAC
4. Review of Previous Governing Council Meeting
5. Academic Activities
6. Academic Audit
7. Any other matters

Copy submitted to the Executive Director for kind information

Copy to:

- The Principal
- All HoD's
- All members of IQAC
- File

Coordinator – IQAC

Principal



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Date: 02.09.2022

Internal Quality Assurance Cell External Members Meeting - Attendance

Sl.NO	Criterion	Name of Person	Designation & Affiliation	Signature
1	Chairperson	Dr.D.Senthil Kumaran	Principal	
2	Members from the Management	Mr. K. Shanmugavel	Executive Director, SSM Group of Companies, Dindigul.	
3	IQAC Coordinator	Dr.K.Vinoth Kumar	Professor, Department of ECE	
4	Teacher Member	Dr.G.Sankaranarayanan	Professor & Head, Department of Mechanical Engineering	
		Dr.S.Karthigai Lakshmi	Professor & Head, Department of ECE	
		Dr.K.A.Sundararaman	Professor & Head, Department of Automobile	
		Dr.G.Shanmugam	Professor & Head, Department of Physics	
5	Administrative Officers	Mr.P.Ramasamy	Administrative Officer	
6	Expert from Industry	Mr.G.Kamal Kumar	Managing Director, CGK Automation, Coimbatore	
		Dr. K. Subramanian	Manager Training, Enthi Technology Solutions India Pvt. Ltd. Coimbatore	
7	Alumni Member	Mr. K. Hariharasudhan	Director: Design and Development, K S & Sons Pvt Ltd, Chennai.	

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Minutes of the Meeting

1. The Chairperson welcomed the gathering.
2. The proceedings of the 12th IQAC meeting were approved and its follow-up actions were discussed.
3. The minutes of the Department Advisory Committee meetings for all the held after the 11th IQAC meeting, were submitted and approved.
4. Submitted the details of actions taken as per the directions of the Governing Council meeting held on 18.03.2022.
5. Reviewed the IQAC previous activities and discussed the current IQAC activities
6. Reviewed the technology teaching
7. NBA accreditation report discussed and planned to get ready for CSE department accreditation very soon.
8. Students feedback form should be prepared and collected end of the semester.
9. Preparation should be made for Anna University Affiliation and Autonomous application.
10. Academic Audit Review Committee report submitted and discussed.
11. Faculty Individual Appraisal score sheet should be prepared and faculty members are asked to equip their skills according to that.
12. The proposal submitted to conduct the TOYTECH-2023 for school students.
13. Any other points with the permission of the Chairman.

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Points Discussed	Resolution
1) Welcome by the Chairperson	Dr. D. Senthil Kumaran, Chairperson of IQAC, welcomed all the members.
2) To approve the proceedings of the 11 th IQAC meeting and it's followed up action.	Reviewed and approved by the members.
3) To submit and approve the Minutes of Department Advisory Committee meeting of all the Departments.	Reviewed and approved.
4) To submit the details of action taken as per the directions of the Governing Council meeting held on 18.03.2022.	Reviewed and approved by the members.
5) To submit and approve the changes in the constitution of IQAC.	The changes made in the constitution of IQAC was reviewed and approved.
6) To read and ratify the letters received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, and Directorate of Technical Education, Chennai	After the discussion, it was approved by the Council.
7) To submit and ratify the application submitted for NIRF, IIC, ARILA ranking and AISHE survey.	Read and ratified.
8) To submit and discuss the Research work and its progress in the previous academic year.	Reviewed.
9) To submit and analyse the MoUs signed by various departments after the 10 th IQAC meeting and analyse the activities taking place as per the new and existing MoUs.	Read and approved.

10) To submit and discuss the placement record for the last academic year 2021-22 and its improvement.	After the discussion, some suggestions provided by the members.
11) To submit and ratify the proposal for the submission of application to increase/decrease the seats / to introduce new courses from the academic year 2022-23.	Reviewed and approved by the members.
12) The proposal submitted to conduct the National-level UBA Conference in the month of March 2023.	Read and approved.
13) NBA mock audit report discussed and suggestions given.	After the discussion, some suggestions provided.
14) Agenda of the NBA visit, strategic plan and website updating to be followed.	Read and ratified.
15) Any other points with the approval of the Chairman	Nil