



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/2023-24/ODD

13.09.2023

Circular

It is hereby informed that the 13th Internal Quality Assurance Cell meeting is scheduled on 23.09.2023 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. Welcoming New IQAC Members
2. Follow up action of 12th IQAC Meeting
3. Review of DAC
4. Review of Previous Governing Council Meeting
5. Budget and Requirements
6. Academic Activities
7. Activities Plan
8. Policy documents for approval
9. Any other matters

Copy submitted to the Chairman and Executive Director for kind information

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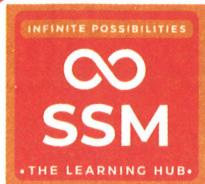
- The Principal
- All HoD's
- All members of IQAC
- File

Coordinator – IQAC

Coordinator, IQAC
SSM Institute of Engineering and Technology,
Dindigul - 624 002.

09.09.23


Dr. D. SENTHIL KUMARAN, M.E., Ph.D., (NUS)
Principal
SSM Institute of Engineering and Technology
Kuttathupatti Village, Sindalagundu (P.O),
Palani Road, Dindigul - 624 002.



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Internal Quality Assurance Cell

Ref: SSMIET/IQAC/2023-24/ODD

Date: 23.09.2023

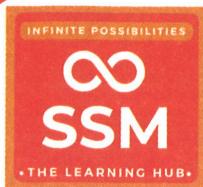
Internal Quality Assurance Cell External Members Meeting – Members Present

SI.NO	Criterion	Name of Person	Designation & Affiliation	Signature
1	Chairperson	Dr.D.Senthil Kumaran	Principal	
2	Members from the Management	Mr. S. Sriram Siddarth	Executive Director, SSM Group of Companies, Dindigul.	
3	IQAC Coordinator	Dr.K.Vinod Kumar	Professor & Head, Department of AI&DS	
4	Teacher Member	Dr.G.Sankaranarayanan	Professor & Head, Department of Mechanical Engineering	
		Dr.S.Karthigai Lakshmi	Professor & Head, Department of ECE	
		Dr.C.Sujatha	Professor & Head, Department of CSE	
		Dr.G.Shanmugam	Professor & Head, Department of Physics	
		Dr.V.Sivakumar	Associate Professor & Head, Department of EEE	
		Dr.G.Selvabharathi	Associate Professor & Head, Department of Civil Engineering	
		Mrs.P.Kothai Natchiar	Assistant Professor, English	
		Mr.M.Selwin	Assistant Professor, MECH	
		Ms.N.Anu Lavanya	Assistant Professor, CSE	

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		Mrs.G.Rajarajeshwari	Assistant Professor, ECE	
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, Enthu Technology Solutions India Pvt. Ltd. Coimbatore	
7	Expert from Academics	Dr.G.Thavasi Raja	Associate Professor, Dept. of ECE, National Institute of Technology, Trichy - 620015	
8	Alumni Member	Mr.T.Muthaiya CSE	Team Lead(Block Chain Engineer), Unibase Labs	 23/09/23
		Mr.K. Hariharasudhan Mechanical Engineering	Director, SKAS Shipping Pvt.Ltd., Chennai	AB
9	Students Member	Ms.C.Vaishnavi, Third Year / CSE Ms. T.Mahalakshmi Third Year / ECE Mr.S.Manikandan Third Year / EEE Mr.M.Nagarajan Third Year/ Mechanical	Student Nominees	 C. Vaishnavi T. Mahalakshmi S. Manikandan M. Nagarajan

Coordinator – IQAC

Coordinator, IQAC
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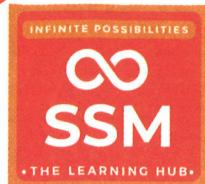


Principal

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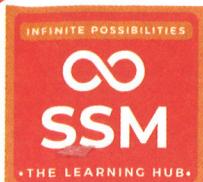
Minutes of the Meeting

The 13th Internal Quality Assurance Cell external members meeting of SSM Institute of Engineering And Technology held on **23.09.2023 at 11.00 am** in IQAC. The following members were attended the meeting.

SI.NO	Criterion	Name of Person	Designation & Affiliation
1	Chairperson	Dr.D.Senthil Kumaran	Principal
2	Members from the Management	Mr. S. SriramSiddarth	Executive Director, SSM Group of Companies, Dindigul.
3	IQAC Coordinator	Dr.K.Vinoth Kumar	Professor & Head, Department of AIDS and CSBS
4	Teacher Member	Dr.G.Sankaranarayanan	Professor & Head, Department of Mechanical Engineering
		Dr.S.Karthigai Lakshmi	Professor &Head,Department of ECE
		Dr.C.Sujatha	Professor & Head, Department of CSE
		Dr.G.Shanmugam	Professor & Head, Department of Physics
		Dr.V.Sivakumar	Associate Professor & Head, Department of EEE
		Dr.G.Selvabharathi	Associate Professor & Head, Department of Civil Engineering
		Mrs.P.Kothai Natchiar	Assistant Professor, English
		Mr.M.Selwin	Assistant Professor, MECH
		Ms.N.Anu Lavanya	Assistant Professor, CSE
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, Enthu Technology Solutions India Pvt. Ltd. Coimbatore

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7	Expert from Academics	Dr.G.Thavasi Raja	Associate Professor, Dept. of ECE, National Institute of Technology, Trichy - 620015
8	Alumni Member	Mr.T.Muthaiya CSE	Team Lead(Block Chain Engineer), Unibase Labs
		Mr.K. Hariharasudhan Mechanical Engineering	Director, SKAS Shipping Pvt.Ltd., Chennai
9	Students Member	Ms.C.Vaishnavi, Third Year / CSE Ms. T.Mahalakshmi Third Year / ECE Mr.S.Manikandan Third Year / EEE Mr.M.Nagarajan Third Year/ Mechanical	Student Nominees

The following points were discussed in the meeting:

1. The Chairperson welcomed and introduced the new IQAC members to the gathering.
2. The constitution of IQAC was submitted, and the changes were approved.
3. The proceedings of the 12th IQAC meeting were approved, and its follow-up actions were discussed.
4. Details of the previous Governing Council meeting were submitted.
5. The minutes of all Department Advisory Committee meetings held after the 12th IQAC meeting were submitted and approved.
6. Applications submitted for NIRF, ARIIA, and AISHE surveys.
7. Funding, research proposals, research work, and its progress in the last academic year were submitted and discussed.
8. MoUs signed by various departments after the 12th IQAC meeting were submitted, analyzed, and the activities taking place as per the new and existing MoUs were discussed.

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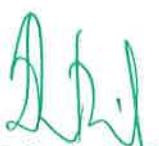
9. Courses for technology teaching were discussed.
10. Institution Innovation Council activities report was submitted and discussed.
11. Students' results performance and placement record for the last academic year (2022-23) were submitted and discussed, along with plans for improvement.
12. Department-wise budget and lab requirements were submitted and discussed.
13. Staff development programs and conferences attended by the staff in the last academic year (2022-23) were submitted and discussed, along with plans for improvement.
14. The proposal for the submission of an application to increase/decrease seats or introduce new courses from the academic year 2024-25 was submitted and ratified.
15. The proposal for conducting institute-level events for 2023-24 was submitted.
16. The agenda of the NAAC second cycle visit, strategic plan, and website updating were discussed.
17. Subject feedback and Stakeholders' feedback was submitted and discussed.
18. The Academic Audit report was submitted and revised academic audit form was submitted for approval.
19. Faculty Individual Appraisal score sheets were submitted and discussed.
20. The new department's vision and mission were submitted and approved.
21. The Grand Alumni Meet and Graduation day were discussed.
22. The gender equity policy and Green campus policy were submitted for approval.
23. Quality objectives for the year 2023-24 were submitted and discussed.
24. Any other points were discussed 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. Submitted and approved the changes in the constitution of IQAC.	The changes made in the constitution of IQAC was reviewed and approved.
3. Approved the proceedings of the 12 th IQAC meeting and it's followed up action.	Reviewed and approved by the members.
4. Submitted and approved the Minutes of Department Advisory Committee meeting of all the Departments.	Reviewed and approved.
5. Submitted the details of the previous Governing Council meeting.	Reviewed and approved by the members.
6. Applications submitted for NIRF, ARIIA and AISHE survey.	Discussed and suggestions given
7. Submitted and discussed the Funding, research proposal, research work and its progress in the last academic year.	Read and ratified.
8. Submitted and analyzed the MoUs signed by various departments after the 12 th IQAC meeting and analyze the activities taking place as per the new and existing MoUs.	Reviewed.
9. Courses discussed for Value Added Course/Technology Teaching.	Read and approved.
10. Institution Innovation Council activities report submitted and discussed.	Reviewed and ratified
11. Submitted and discussed the Students results performance, placement record for the last academic year 2022-23, and its improvement.	After the discussion, some suggestions provided by the members.
12. Department wise budget and lab requirements were submitted and discussed.	Reviewed and approved by the members.
13. Submitted and discussed the staff development programs, Patents, Conference attended by the staff in the last academic year (2022-23) and their	Reviewed, and the patent should be filed in the institution's name

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14. Submitted and ratified the proposal for the submission of an application to increase/decrease the seats or introduce new courses from the academic year 2024-25.	Reviewed and some suggestions provided by the members to introduce new courses.
15. The proposal submitted to conduct the institute level events for 2023-24.	Reviewed
16. Agenda of the NAAC second cycle visit, strategic plan and website updating to be followed.	Read and suggestions given
17. Stockholders feedbacks are submitted and discussed	Reviewed.
18. Academic Audit report submitted and discussed. The revised academic audit form was submitted for approval.	After the discussion, suggestions provided for improvements. The new Audit form was reviewed and approved
19. Faculty Individual Appraisal score sheet for the year 2022-23 were submitted and discussed	After the discussion, suggestions provided for improvements.
20. Submitted and approved the new department's vision and mission.	Reviewed and approved by the members.
21. Grand Alumni Meet and Graduation day were discussed	Reviewed and ratified
22. The gender equity policy and Green campus policy were submitted for approval.	Reviewed and approved by the members.
23. Quality objectives for the year 2023-24 were submitted and discussed.	Reviewed and approved by the members.
24. Any other points with the approval of the Chairman	Reviewed and approved by the members.

Coordinator – IQAC

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