



## 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/EVEN

01.03.2023

### Circular

It is hereby informed that the 12<sup>th</sup> Internal Quality Assurance Cell meeting is scheduled on 11.03.2023 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. Follow up action of 11<sup>th</sup> Meeting
2. Autonomous Application
3. Review of DAC
4. Review of Previous Governing Council Meeting
5. Academic Activities
6. Academic Audit
7. Policy and SSMIET Model for Approval
8. Any other matters

Copy submitted to the Executive Director for kind information

Copy to:

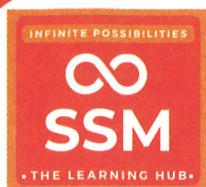
- The Principal
- All HoD's
- All members of IQAC
- File

Coordinator – IQAC

Coordinator, IQAC  
SSM Institute of Engineering and Technology,  
Dindigul-624002.

Principal

A handwritten signature in blue ink, appearing to read 'Dr. J. A. J. 2023'.



# SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai)

• Accredited by NAAC (2019-24) & NBA(2022-25)

## Internal Quality Assurance Cell

Ref: SSMIET/IQAC/2022-23/EVEN

Date: 11.03.2023

12<sup>th</sup> 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. 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, Enthu Technology Solutions India Pvt. Ltd. Coimbatore	
7	Alumni Member	Mr. K. Hariharasudhan	Director: Design and Development, K S & Sons Pvt Ltd, Chennai.	

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

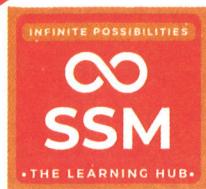
0451 - 2448800-2448899

0451 - 2448855



Principal  
11.03.23

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



# SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai)

• Accredited by NAAC (2019-24) & NBA(2022-25))

## Internal Quality Assurance Cell

### Minutes of the Meeting

The 12<sup>th</sup> Internal Quality Assurance Cell external members meeting of SSM Institute of Engineering and Technology held on **11.03.2023 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. 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, Enthu Technology Solutions India Pvt. Ltd, Coimbatore
7	Alumni Member	Mr. K. Hariharasudhan	Director: Design and Development, K S & Sons Pvt Ltd, Chennai.



# SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai)

• Accredited by NAAC (2019-24) & NBA(2022-25))

The following points were discussed in the meeting:

1. The Chairperson welcomed the gathering.
2. The proceedings of the 11<sup>th</sup> IQAC meeting were approved and its follow-up actions were discussed.
3. The minutes of the all Department Advisory Committee meetings held after the 11<sup>th</sup> IQAC meeting, were submitted.
4. Submitted the details of the previous Governing Council meeting.
5. Reviewed the IQAC previous activities and discussed the current IQAC activities
6. Courses discussed for technology teaching.
7. NBA accreditation report discussed and planned to get ready for CSE department accreditation as early as possible.
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. Revised Question paper scrutiny form submitted for approval
12. Faculty Individual Appraisal score sheet should be prepared and faculty members are asked to equip their skills according to that.
13. The proposal submitted to conduct the TOYTECH-2023 for school students.
14. The Consultancy policy, Promotion policy, HR policy, Leave norms policy, Admission policy, Recruitment policy, Research support policy, Maintenance policy, Scholarship policy, safety policy, Staff welfare policy and IT policy were submitted for approval.
15. SSMIET Model is submitted for approval.
16. Any other points with the permission of the Chairman.

*[Handwritten signature]*  
Coordinator – IQAC

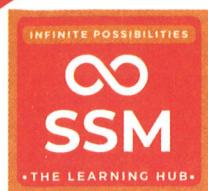
*[Handwritten signature]*  
Coordinator, IQAC  
SSM Institute of Engineering and Technology,  
Bindigul - 624 002.



*[Handwritten signature]*  
Principal  
**Dr. D. SENTHIL KUMARAN, M.E., Ph.D., (NUS)**  
Principal  
SSM Institute of Engineering and Technology  
Kuttathupatti Village, Sindhalagundu (Po),  
Palani Road, Dindigul - 624 002.

*Phone icon* 0451 - 2448800-2448899 *Mobile icon* 0451 - 2448855

*Location pin icon* Dindigul - Palani Highway, Dindigul - 624 002. *Email icon* ssmietdgl@gmail.com



# SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai)

• Accredited by NAAC (2019-24) & NBA(2022-25))

## Internal Quality Assurance Cell

Points Discussed	Resolution / Action Taken
1. Welcome by the Chairperson	Dr. D. Senthil Kumaran, Chairperson of IQAC, welcomed all the members.
2. Approved the proceedings of the 11th IQAC meeting and its followed up action.	Reviewed and approved by the members.
3. Submitted the Minutes of Department Advisory Committee meeting of all the Departments.	Reviewed and approved.
4. Submitted the details of 21 <sup>st</sup> Governing Council meeting held on 15.10.2022.	Reviewed by the members.
5. Reviewed the IQAC previous activities and discussed the current IQAC activities.	Reviewed and approved.
6. Courses discussed for technology teaching.	After the discussion, courses finalised for year wise
7. NBA accreditation report discussed and planned to get ready for CSE department accreditation as early as possible.	Discussed the report and suggestion given for CSE accreditation.
8. The Students feedback form should be prepared and collected end of the semester.	Suggestions given regarding the questionnaire.
9. Preparation should be made for Anna University Affiliation and Autonomous application.	Suggestions provided for the preparation.
10. Academic Audit Review Committee report submitted and discussed.	Reviewed
11. Revised Question paper scrutiny form submitted for approval	Read and approved. and it should be implemented with effect from 2023-24 academic year.
12. Faculty Individual Appraisal score sheet and Faculty members up skilling.	After the discussion, some suggestions given to the faculty members.



# SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai)

• Accredited by NAAC (2019-24) & NBA(2022-25)

13. The proposal submitted to conduct the TOYTECH-2023 for school students.	Read and approved.
14. The various policies and norms are submitted for approval	All the policies and norms are approved and it should be implemented with immediate effect.
15. SSMIET Model is submitted for approval.	Approved by the members and it should be implemented with immediate effect
16. Any other points with the approval of the Chairman	Nil

Coordinator – IQAC

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



Principal

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