



# 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 11<sup>th</sup> Internal Quality Assurance Cell meeting is scheduled on 02.09.2022 at 11.00 a.m. in the Institution at IQAC. 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 12<sup>th</sup> Meeting
3. Review of DAC
4. Review of Previous Governing Council Meeting
5. **Budget and Requirements**
6. Academic Activities
7. Activities Plan
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**

**Principal**



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## Internal Quality Assurance Cell

**Date: 02.09.2022**

### Internal Quality Assurance Cell External Members Meeting – Attendance

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.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	
		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 Training, 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	
		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	

**Coordinator – IQAC**

**Principal**



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## Internal Quality Assurance Cell

**Date: 06.09.2022**

The Minutes of Internal Quality Assurance Cell external members meeting of SSM Institute of Engineering And Technology held on **02.09.2022 at 11.00** am in IQAC. The following members were attended the meeting.

The members were present

SI.NO	Criterion	Name of Person	Designation & Affiliation
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.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
		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 Training, 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
		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

### Minutes of the Meeting

1. The Chairperson welcomed and introduced the new IQAC coordinator and members to the gathering.
2. To submit and approve changes to the constitution of IQAC.
3. The proceedings of the 12<sup>th</sup> IQAC meeting were approved and its follow-up actions were discussed.
4. Submitted the details of actions taken as per the directions of the Governing Council meeting held on 18.03.2022.
5. The minutes of the all Department Advisory Committee meetings held after the 10<sup>th</sup> IQAC meeting, were submitted and approved.
6. To read and ratify the letters received from AICTE, Anna University, Department of Higher Education, Government of Tamil Nadu, and Directorate of Technical Education, Chennai.
7. To submit and ratify the application submitted for NIRF, ARIIA and AISHE survey.
8. To submit and discuss the Funding, research proposal, research work and its progress in the last academic year.

9. To submit and analyze the MoUs signed by various departments after the 12th IQAC meeting and analyze the activities taking place as per the new and existing MoUs.
10. Technology teaching
11. Institution Innovation Council activities report submitted and discussed
12. To submit and discuss the Students results performance, placement record for the last academic year, 2022-23, and its improvement.
13. Department wise budget and lab requirements were submitted and discussed.
14. To submit and discuss the staff development programs, Conference attended by the staff in the last academic year (2022-23) and their improvement.
15. To submit and ratify the proposal for the submission of an application to increase/decrease the seats or introduce new courses from the academic year 2024-25.
16. The proposal submitted to conduct the institute level events for 2023-24.
17. Agenda of the NAAC second cycle visit, strategic plan and website updating to be followed.
18. Stockholders feedbacks are submitted and discussed
19. Academic Audit report submitted and discussed
20. Faculty appraisal score card submitted and discussed
21. Alumni meet and Graduation day discussed
22. Any other points with the permission of the Chairman.

**Coordinator – IQAC**

**Principal**



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## Internal Quality Assurance Cell

Points Discussed	Resolution
Welcome by the Chairperson	Dr. D. Senthil Kumaran, Chairperson of IQAC, welcomed all the members.
To submit and approve the changes in the constitution of IQAC.	The changes made in the constitution of IQAC was reviewed and approved.
To approve the proceedings of the 10 <sup>th</sup> IQAC meeting and it's followed up action.	Reviewed and approved by the members.
To submit and approve the Minutes of Department Advisory Committee meeting of all the Departments.	Reviewed and approved.
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.
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.
To submit and ratify the application submitted for NIRF and AISHE survey.	Read and ratified.
To submit and discuss the Research work and its progress in the previous academic year.	Reviewed.
To submit and analyse the MoUs signed by various departments after the 10 <sup>th</sup> IQAC meeting and analyse the activities taking place as per the new and existing MoUs.	Read and approved.
Regulation 2021 is discussed and suggestions given to execute the curriculum.	Discussed and some suggestion given for the execution

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.
Department wise budget and lab requirements were submitted and discussed.	Reviewed and approved by the members.
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 some suggestions provided by the members to introduce new courses.
The proposal submitted to conduct the National-level UBA Conference in the month of March 2023.	Read and approved.
NBA mock audit report discussed and suggestions given.	After the discussion, some suggestions provided.
Agenda of the NBA visit, strategic plan and website updating to be followed.	Read and ratified.
Stockholders feedbacks are submitted and discussed	Reviewed.
Academic Audit report submitted and discussed	After the discussion, some suggestions provided for improvements.
Faculty appraisal score card submitted and discussed	After the discussion, some suggestions provided for improvements.
Any other points with the approval of the Chairman	Nil

**Coordinator – IQAC**

**Principal**