



# 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

10.08.2022

### Circular

It is hereby informed that the 11<sup>th</sup> Internal Quality Assurance Cell meeting is scheduled on 20.08.2022 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 Coordinator and Members**
- 2. Follow up action of 10<sup>th</sup> Meeting**
- 3. Review of DAC**
- 4. Review of Previous Governing Council Meeting**
- 5. Regulation 2021.**
- 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: 20.08.2022**

### 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, 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**

**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 **20.08.2022 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. 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, Enthru 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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## **Internal Quality Assurance Cell**

### **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 10<sup>th</sup> IQAC meeting were approved and its follow-up actions were discussed.
4. The minutes of the all Department Advisory Committee meetings held after the 10<sup>th</sup> IQAC meeting, were submitted and approved.
5. Submitted the details of actions taken as per the directions of the Governing Council meeting held on 18.03.2022.
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 and AISHE survey.
8. To submit and discuss the research work and its progress in the last academic year.
9. To submit and analyze the MoUs signed by various departments after the 10th IQAC meeting and analyze the activities taking place as per the new and existing MoUs.
10. Regulation 2021 is discussed and suggestions given to execute the curriculum.
11. To submit and discuss the placement record for the last academic year, 2021-22, and its improvement.
12. Department wise budget and lab requirements were submitted and discussed.
13. To submit and discuss the staff development programs attended by the staff in the last academic year (2021-22) and their improvement.
14. 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 2023-24.
15. The proposal submitted to conduct the National-level UBA Conference in the month of March 2023.
16. NBA mock audit report discussed and suggestions given.

17. Agenda of the NBA 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
20. 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**