

# CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

CCET/IQAC/2022 – 23/01

Date:14.11.2022

### Circular

Internal Quality Assurance Cell has scheduled the second meeting of this academic year (2022 – 23) on 18.11.2022 (Friday). All the members of the IQAC are requested to attend the meeting.


The agenda for the meeting is given below:

S.No.	Agenda
1	Review and confirmation of minutes of last IQAC Meeting
2	Action taken report on the proposals of the last meeting.
3	Submission of mandatory disclosure to AICTE and Anna University affiliation process
4	Research and Development Activities
5	Curriculum gap
6	Review of Internal examination performance of students
7	Academic audit
8	Cells and Cubs Initiatives
9	Feedback

Date of the meeting:18.11.2022

Time: 09.30 am

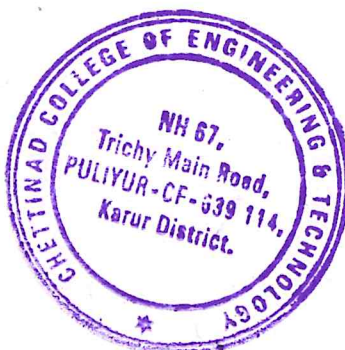
Venue: Conference Hall

  
IQAC Coordinator

  
IQAC - Chairman  
**Dr. A. Punitha**  
**PRINCIPAL**

### Copy to:

1. Principal
2. All the members of IQAC
3. Administrative Officer



Chettinad College of Engineering & Technology  
PULIYUR - CF, KARUR (Dt)-639 114.

# CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of Meeting

**Date of Meeting** : 18.11.2022  
**Time** : 09.30 a.m.  
**Venue** : Conference Hall  
**Meeting headed by** : Dr. A. Punitha  
Principal  
Chettinad College of Engineering & Technology

### **Members Present:**

<b>Chairperson/ Faculty Members</b>	Dr. A. Punitha	Chairman, Principal Chettinad College of Engineering and Technology
	Dr. M. Chandrasekar	IQAC Coordinator
	Mr. N. Vijayasarithi	HoD/EEE
	Mr. R. Rajkumar	HoD/ CSE
	Dr. M. Kumar	HoD/ ECE
	Mr. V. Hariprasath	HoD/ MECH
	Dr. S. Dharmalingam	HoD/ MBA
<b>Management Representatives</b>	Ms. Trayee Sinha	Secretary, Chettinad College of Engineering & Technology
<b>Administrative</b>	Mr. B. Sathish Kumar	Head-Admin
<b>Alumni</b>	Mr. R. Rajkumar	Assistant Vice President, Wells Fargo International Pvt. Ltd., Hyderabad
<b>Training and Placement Cell</b>	Mr. A. Sabarinathan	Placement Officer Chettinad College of Engineering and Technology
<b>Stakeholder / Representative of Community</b>	Mr. K. R. Nallusamy	Managing Director, Orange Impex Pvt Ltd., Karur
<b>External Expert</b>	Mr. K. Sankereswaran	Personal banker, ICICI bank, Peelamedu branch, Coimbatore
	Mrs. M. Indumathi	Senior Product Manager, Fanam Digital, Chennai

**Agenda 1:** Review and confirmation of minutes of last IQAC Meeting

The minutes of previous IQAC meeting were readout with a formal discussion and confirmed by the IQAC members.

**Resolution:** Minutes of meeting confirmed.

**Agenda 2:** Action taken report on the proposals of the last meeting.

Action taken report for the last meeting was discussed and confirmed.

**Agenda 3:** Submission of mandatory disclosure to AICTE and Anna University affiliation process.

Mandatory disclosure to AICTE for AY 2023-24 has been submitted. Application for continuous affiliation for AY 2023-24 to Anna University is in progress.

**Agenda 4:** Research and Development

Principal informed the HoDs to initiate research work. She added that this activity will have much impact in the appraisal.

**Agenda 5:** Curriculum gap

Committee members suggested to have more industry based training programs, internships and industrial visits.

**Resolution:** Suggestions approved by the committee.

**Agenda 6:** Review of Internal examination performance of students

The Heads of Departments (HoDs) presented the students' performance in the internal examinations. Additionally, the discussion included information on remedial classes planned for slow learners.

**Agenda 7:** Academic audit

IQAC coordinator discussed the findings of audit done by expert team. The action taken for non-conformities are discussed.

**Agenda 8 :** Club initiatives

The Principal urged the coordinators to kickstart the club activities and plan for the establishment of various cells and committees.

**Agenda 9 :** Feedback

The Chairperson emphasized the importance of systematically collecting and analyzing feedback from students, faculty, and stakeholders to continuously improve the quality of education and institutional practices.

# Attendance Sheet

<b>Chairperson/ Faculty Members</b>	Dr. A.Punitha	Chairman, Principal Chettinad College of Engineering and Technology	AD5 18/11/22
	Dr. M. Chandrasekar	IQAC Coordinator	M. Chandrasekar 18/11/22
	Mr. N. Vijayasarithi	HoD/EEE	N. Vijayasarithi 18/11/22
	Mr. R. Rajkumar	HoD/ CSE	R. Rajkumar 18/11/22
	Dr. M. Kumar	HoD/ ECE	M. Kumar 18/11/22
	Mr. V. Hariprasath	HoD/ MECH	V. Hariprasath 18/11/22
	Dr. S. Dharmalingam	HoD/ MBA	S. Dharmalingam 18/11/22
<b>Management Representatives</b>	Ms. Trayee Sinha	Secretary, Chettinad College of Engineering and Technology	
<b>Administrative</b>	Mr. B. Sathish Kumar	Head-Admin	B. Sathish Kumar 18/11/22
<b>Alumni</b>	Mr. R. Rajkumar	Assistant Vice President, Wells Fargo International Pvt. Ltd., Hyderabad	R. Rajkumar 18/11/22
<b>Training and Placement Cell</b>	Mr. A.Sabarinathan	Placement Officer Chettinad College of Engineering and Technology	A. Sabarinathan 18/11/22
<b>Stakeholder / Representative of Community</b>	Mr. K. R. Nallusamy	Managing Director, Orange Impex Pvt Ltd., Karur	K. R. Nallusamy 18/11/22
<b>External Expert</b>	Mr. K.Sankereswaran	Personal banker, ICICI bank, Peelamedu branch, Coimbatore	K. Sankereswaran 18/11/22
	Mrs. M.Indumathi	Senior Product Manager, Fanam Digital, Chennai	M. Indumathi 18/11/22

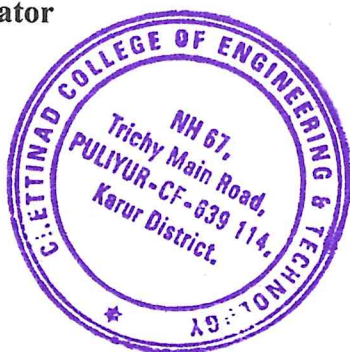


## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken report for meeting conducted on 30.07.2022

S.No.	Agenda	Action Taken	Responsibility
1	Review and confirmation of minutes of last IQAC Meeting	Noted	-
2	Submission of mandatory disclosure to AICTE and Anna university affiliation process.	Mandatory disclosure to AICTE submitted and the same is accepted by AICTE. Anna university affiliation process is completed. Affiliation approved for AY 2022-23	Principal Office
3	Discussion on curricular/co-curricular activities conducted during even semester	All the departments have conducted various curricular activities.	HoDs and Faculty members
4	Value added courses	Value added courses have been conducted for all departments	HoDs and Faculty members
5	Conduction of Academic Audit.	Internal audit was conducted on 15.09.2022	IQAC coordinator

  
18/11/22  
IQAC Coordinator



  
18/11/22  
IQAC - Chairman  
**Dr. A. Punitha**  
**PRINCIPAL**  
Chettinad College of Engineering & Technology  
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