

# CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

CCET/IQAC/2024 – 25/07

Date:19.05.2025

### Circular

Internal Quality Assurance Cell has scheduled the fourth meeting of this academic year (2024 – 25) on **22.05.2025 (Thursday)**. 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	Human resource requirement for AY 2025-26
5	Review of NBA work
6	Anna University Result Analysis

**Date of the meeting:22.05.2025**

Time: 09.30 am

Venue: Conference Hall

  
IQAC Coordinator

### Copy to:

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



  
IQAC - Chairman  
**Dr. A.Punitha**  
**PRINCIPAL**  
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** : 22.05.2025  
**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 & Technology
	Dr. V. Hariprasath	IQAC Coordinator
	Mrs. S. Suguna	IQAC Co-Coordinator
	Dr. R. Punithavathi	HoD/ CSE
	Dr. M. Kumar	HoD/ ECE
	Mr. N. Vijayasarithi	HoD/ EEE
	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
	Mr. M. Shanmuga Sundaram, Manager in Crystal Crop, Production and Management,	Parent of Ms.S.S. VISHNU VARSHINI, I year CSE
<b>External Expert</b>	Mr. Sankereswaran K	Branch Opration Manager, Catholic Syrian Bank Ltd., Kamarajar Salai, Madurai.
	Mrs. Indumathi M	Senior Product Manager, Fanam Digital, Chennai

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

The minutes of the previous IQAC meeting were read aloud, formally discussed, and confirmed by the members.

**Resolution:** Minutes of meeting confirmed.

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

The action taken report from the previous meeting was reviewed and confirmed

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

The mandatory disclosure to AICTE for AY 2025-26 has been approved, and the application for continuous affiliation to Anna University for AY 2025-26 has been submitted.

**Agenda 4: Human resource requirement for AY 2025-26**

The Principal stressed the need to assess and fulfill the human resource requirements, ensuring that the institution has the right number of qualified faculty and staff to support academic, administrative, and research activities effectively. She insisted the HoDs to give the work load details of their department for the upcoming academic year.

**Agenda 5 :Review of NBA Work**

The IQAC Chairperson emphasized the importance of conducting the second review of the NBA accreditation work to evaluate the progress of ongoing tasks, address any gaps, and gave the target dates for completing the files for all criteria .

**Agenda 6 : Anna University results**

HoDs presented the university result analysis of students. The Principal commended the faculty members for their outstanding performance in the Anna University examinations, acknowledging their dedication and commitment to academic excellence.

Attendance Sheet

22/5/25

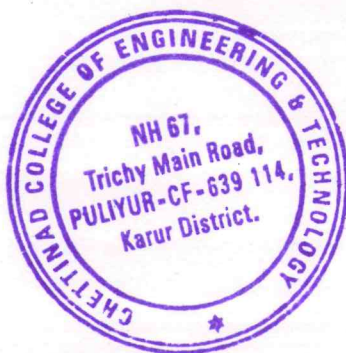
Chairperson/ Faculty Members	Dr. A.Punitha	Chairman, Principal Chettinad College of Engineering and Technology	A.P.S. 22/5/25
	Dr. V. Hariprasath	IQAC Coordinator	V. Hariprasath 22/5/25
	Mrs. S. Suguna	IQAC Co-Coordinator	
	Dr. R. Punithavathi	HoD/ CSE	R. Punithavathi 22/5/25
	Dr. M. Kumar	HoD/ ECE	M. Kumar 22/5/25
	Mr. N. Vijayasarathi	HoD/ EEE	N. Vijayasarathi 22/5/25
	Dr. S. Dharmalingam	HoD/ MBA	S. Dharmalingam 22/5/25
Management Representatives	Ms. Trayee Sinha	Secretary, Chettinad College of Engineering and Technology	
Administrative	Mr. B. Sathish Kumar	Head-Admin	B. Sathish Kumar 22/5/25
Alumni	Mr. R. Rajkumar	Assistant Vice President, Wells Fargo International Pvt. Ltd., Hyderabad	R. Rajkumar 22/5/25
Training and Placement Cell	Mr. A.Sabarinathan	Placement Officer Chettinad College of Engineering and Technology	A. Sabarinathan 22/5/25
Stakeholder / Representative of Community	Mr. K. R. Nallusamy	Managing Director, Orange Impex Pvt Ltd., Karur	K. R. Nallusamy 22/5/25
	Mr. M. Shanmuga Sundaram, Manager in Crystal Crop, Production and Management,	Parent of Ms.S.S. VISHNU VARSHINI, I year CSE	
External Expert	Mr.K.Sankereswaran	Branch OprationManager, Catholic Syrian Bank Ltd., Kamarajar Salai, Madurai.	K. Sankereswaran 22/5/25
	Mrs.M.Indumathi	Senior Product Manager, Fanam Digital, Chennai	M. Indumathi 22/5/25

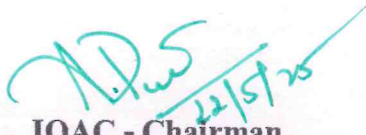
## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken report for meeting conducted on 14.02.2025

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 complete. Affiliation approved for AY 2024-25	Principal Office
3	Value added course	All the departments have conducted value added courses which gains industry-relevant skills that improve their employability	HoDs and Faculty members
4	Conduction of Academic Audit	Internal audit was conducted on 16.04.2025	IQAC Coordinators

  
IQAC Coordinator



  
IQAC - Chairman  
**Dr. A. Punitha**  
**PRINCIPAL**  
Chettinad College of Engineering & Technology  
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