



SYED AMMAL ENGINEERING COLLEGE

(Approved by the AICTE, New Delhi, Govt. of Tamilnadu and Affiliated to Anna University, Chennai)

Established in 1998 - An ISO 9001:2008 Certified Institution

Dr. E.M.Abdullah Campus, Ramanathapuram – 623 502.

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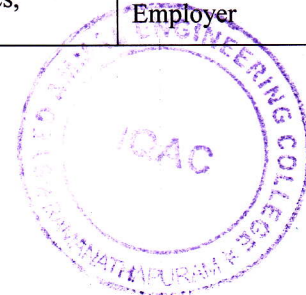
(Accredited by NBA)



Members of Internal Quality Assurance Cell

Academic Year 2017-2018

S.No	Name of the Expert Member	Designation and Address	Role
1.	Dr. P.Marimuthu	Principal, Syed Ammal Engineering College, Ramanathapuram.	Convener
2.	Dr. Chinnadurai Abdullah	Correspondent, Syed Ammal Engineering College, Ramanathapuram.	Management Representative
3.	Dr.R.Dhanasekaran	Director, Research, Syed Ammal Engineering College, Ramanathapuram	Senior Administrative Officer
4.	Dr.Syed Anwar Kabir	Director/ MBA, Syed Ammal Engineering College	Senior Administrative Officer
5.	Dr. M. Periyasamy	Vice Principal, Syed Ammal Engineering College, Ramanathapuram.	Coordinator
6.	Dr. G. Mahendran	HOD/ECE, Syed Ammal Engineering College, Ramanathapuram.	Senior Administrative Officer
7.	Dr. S. Karthikeyan	HOD/MECH, Syed Ammal Engineering College, Ramanathapuram.	Senior Administrative Officer
8.	Dr. N. Karthikeyan	HOD/PG-CSE, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
9.	Dr. S. Selvaperumal	HOD/EEE, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
10.	Dr. B. Muthukumar	HOD/CSE, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
11.	Prof. G. PalaniSelvan	HOD/CivilEngg, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
12.	Dr. S. Rajasekar	HOD/Physics, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
13.	Dr. K. Jeyabalan	Placement Officer, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
14.	Mrs. B. Thenmozhi	Associate Professor, Department of Mathematics, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
15.	Mr. B. Samsudeen	Senior Manager, Telstra India Private Limited, Chennai.	Alumni
16.	Dr. K. Karthikeyan	Senior Scientist, ABB Global Service Private Ltd, Chennai.	Alumni
17.	Mr. M. HajaMohideen	F/o Ms. H. SafanaBegam, III ECE, Ramanathapuram.	Parent
18.	Mr. S. Dinesh Raja	Managing Director, Smart Ladder Technologies, Chennai.	Employer





SYED AMMAL ENGINEERING COLLEGE
NBA Accredited UG Courses: CSE, ECE, EEE & MECH
An ISO 9001:2015 certified Institution
Internal Quality Assurance Cell (IQAC)



From

The Coordinator – IQAC

Syed Ammal Engineering College

Dear Sir / Madam,

Sub: Invitation to attend the IQAC meeting for the Academic Year 2017-2018(Term I) – reg.

Greetings.

With respect to the subject mentioned above, I would like to invite you to attend the IQAC meeting for the Academic Year 2017-2018 (Term I) to be held on 10.06.2017 at 12.30 P.M in the Board Room. I kindly request you to make possible to attend the meeting

Your Cooperation is highly solicited.

Thank you.

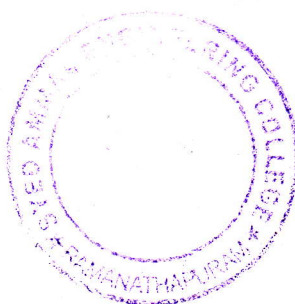
With regards

IQAC-Coordinator

Principal

Copy to

Members of IQAC



PRINCIPAL
SYED AMMAL ENGINEERING COLLEGE
LANTHAL, ACHUNTHANVAYAL (Po)
RAMANATHAPURAM-623 502.

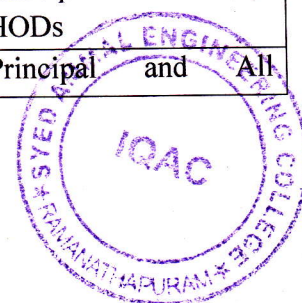


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Internal Quality Assurance Cell (IQAC)



Syed Ammal Engineering College Dr. E.M.Abdullah Campus, Ramanathapuram – 623 502.	IQAC Meeting	Period: Term I of the Academic year 2017- 2018
Date of Meeting : 10.6.2017 Time : 12.30 P.M Venue: Board Room, SAEC		
Agenda of the Meeting		
S.No.	Points of Discussion	Discussion by
1.	Review of IQAC meeting held on 21.01.2017	IQAC Co-ordinator
2.	First hour test for the weak students	Principal
3.	Status of Research Projects, Funds, Publications, organising and attending FDP's	R&D coordinator
4.	Organizing Industrial Visits, Seminars, Guest lectures, Workshops, Symposium and Conferences for students	All HODs
5.	Review & Status of NAAC accreditation	All HODs
6.	Review of previous year Academic results and action plan for improvement for Forthcoming academic year	All HODs
7.	Review of Placement of Students and training support in career services	Placement officer
8.	Review of Feedback from the stake holders viz., Students, Parents, Alumni, Employer and corrective actions	Principal and All HODs
9.	Organising Alumni meet	Alumni meet Coordinator
10.	About the CBCS under new curriculum regulation 2017	Principal and All HODs
11.	AICTE – CII online survey	Principal and All HODs
12.	Parents Teacher meeting	PTA –Convener
13.	Approval of the value added courses, certificate programmes, VET courses	Principal and All HODs
14.	To confirm the Schedule of Department Advisory Committee Meeting	Principal and All HODs
15.	Formation of Committee to evaluate the quality of	Principal and All

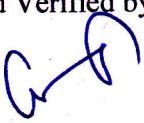
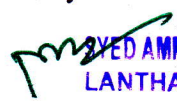


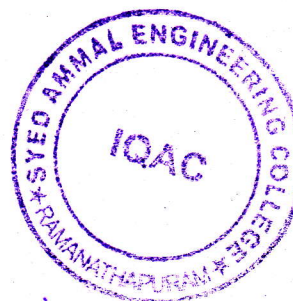


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	Internal test Question Papers & Assignments	HODs
16.	To confirm the Schedule of Academic audit	All HODs
17.	To discuss PO and PSO attainment values and corrective action for continuous improvement	Principal and NBA coordinator
18.	Reconstitution of IQAC Cell	Principal
19.	Any other points with the permission of chair	IQAC Coordinator
Prepared and Verified by 		Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHALI, ACHUNTHANVAYAL (Po) RAMANATHAPURAM-623 502.
Date	10.6.2017	Date 10.6.2017





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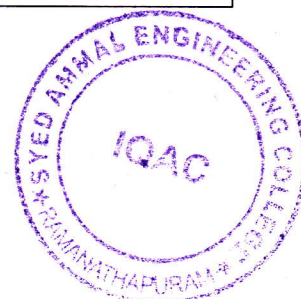


Date of Meeting: 10.6.2017

Time: 12.30 P.M

Venue : Board Room

Minutes of Meeting			
S.No.	Points of Discussion	Action By	Target
1	Review of IQAC framing meeting held on 21.01.2017		
	IQAC co-ordinator reviewed the minutes of IQAC held on 21.01.2017	IQAC coordinator	
2	First hour test for the weak students		
	It is decided to conduct the first hour test for the weak students and other students in separate classes daily. The group of weak students altogether in all years will write first hour test either in separate class room or laboratory available with more number of invigilators monitoring their writing. The weak students are identified based on their history of arrears in past university examinations. For second and third year, a weak student is nothing but having more than 2 arrears and for final year, a weak student is nothing but having more than 3 arrears.	Principal	Forthcoming academic year
3	Status of Research Projects, Funds, Publications, organising and attending FDP's		
	Suggested the faculty members to apply for various projects and funds from government organisations and also encourage to attend FDP's and publishing papers	R&D coordinator	Forthcoming academic year
4	Organizing Industrial Visits, Seminars, Guest lectures, Workshops, Symposium and Conferences for students		
	Elaborate discussion was made with respect to organizing industrial visits for the students.	All HODs	Forthcoming academic year
5	Review & Status of NAAC accreditation		
	Elaborate discussion was made with regard to each criterion in NAAC	All HODs	Review in Next Meeting



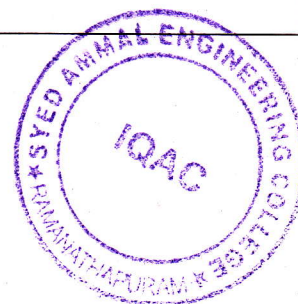


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	application. Each criterion coordinator briefly explained about the contents of their criterion as well as the things to be carried out		
6	Review of previous year Academic results and action plan for improvement for Forthcoming academic year		
	Analysis of Results compared to other colleges was made. Discussion made on the improvement of results in forthcoming semester.	All HODs	Review in next meeting
7	Review of Placement of Students and training support in career services		
	Various training programmes will be arranged for improving the placement of students	Placement officer	Forthcoming academic year
8	Review of Feedback from the stake holders viz., Students, Parents, Alumni and Employer		
	The IQAC coordinator reviewed and analysed about the feedback of all stake holders such as Students, Parents, Alumni and Employer. The suggestions were provided.	Principal and All HODs	Review in Next meeting
9	Organising Alumni meet		
	The chair informed that the Alumni meet for first batch students scheduled to be held on 05.08.2017 in the college campus is postponed to 12.08.2017	Alumni meet Coordinator	Review in Next meeting
10	About the CBCS under new curriculum regulation 2017		
	Elaborate discussion was made with respect to the Regulations 2017 of Anna University, Chennai which was released recently by Anna University, Chennai for the students admitted from the academic year 2017-18.	Principal and All HODs	Forthcoming academic year
11	AICTE – CII online survey		



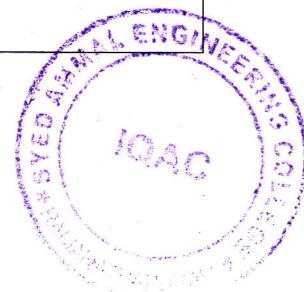


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	The Chair informed the members that the college is going to take part in AICTE – CII online survey which will be commenced very shortly. Based on the data given in the online portal, AICTE – CII will announce the winners during November 2017. To take part in this survey, the college will have to pay Rs 20,000/- for each department as well as Rs 20, 000/- for the college.	Principal and All HODs	Review in next meeting
12	Parents Teacher meeting		
	The discussion was held with regard to conduction of PTA meetings	PTA –Convener	Points for effective conduction of parents teacher meeting in the next meeting
13	Approval of the value added courses, certificate programmes, VET courses		
	The Self learning courses offered for our II, III and IV year students through Quality improvement cell sponsored by Spoken Tutorial team, MHRD, Government of India in association with Anna University (Annexure I) has been approved	QIC Convener	21.7.17
14	To confirm the Schedule of Department Advisory Committee Meeting		
	Informed all the HODs to confirm the schedule of conduct of Department Advisory Committee Meeting	Principal	Within a week
15	Formation of Committee to evaluate the quality of Internal test Question Papers & Assignments		
	Informed all the HODs to nominate a faculty member to constitute the committee to evaluate the quality of Internal test Question Papers & Assignments	All HODs HOD/EEE nominated Mr.M.Senthil Kumar AP/EEE to act as a member to	Within a week





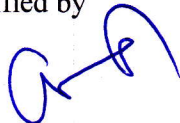

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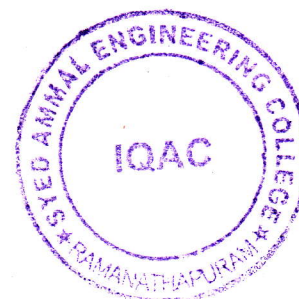
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		coordinate with the evaluation activity.	
16	To confirm the Schedule of Academic audit		
	IQAC committee informed the HODs of all Department to conduct the external academic audit by the faculty members from the Central/State Government and Premier institutions	All HODs	Forthcoming academic year
16	To discuss PO and PSO attainment values and corrective action for continuous improvement		
	Discussed about PO and PSO attainment and necessary corrective actions were suggested	Principal	Forthcoming academic year
17	Reconstitution of IQAC Cell		
	Need to reconstitute the IQAC Cell due to relieve of current IQAC coordinator. The reconstituted IQAC cell is given in the annexure.	Principal	Forthcoming academic year
18	Any other points with the permission of chair		
	Conduction of Career guidance programme for +2 students of Ramanathapuram District Schools	Principal	Forthcoming academic year

IQAC coordinator concluded the meeting by expressing gratitude towards all the members for their active participation, valuable guidance and support.

Prepared and Verified by 	Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHAI, ACHUNTHANVAYAL (Po) RAMANATHAPURAM-623 502
Date 10.6.2017	Date 10.6.2017





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Academic Year 2017-2018(Term I)

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2.	Dr. Chinnadurai Abdullah	Correspondent, Syed Ammal Engineering College, Ramanathapuram.	Management Representative	
3.	Dr.R.Dhanasekaran	Director, Research, Syed Ammal Engineering College, Ramanathapuram	Senior Administrative Officer	
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12.	Dr. S. Rajasekar	HOD/Physics, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
13.	Dr. K. Jeyabalan	Placement Officer, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
14.	Mrs. B. Thenmozhi	Associate Professor, Department of Mathematics, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
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