



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 2018-2019(Term II) – reg.


Greetings.

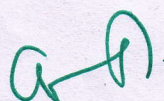
With respect to the subject mentioned above, I would like to invite you to attend the IQAC meeting for the Academic Year 2018-2019 (Term II) to be held on 10.12.2018 at 12.30 P.M in the Board Room. I kindly request you to make possible to attend the meeting

Your Cooperation is highly solicited.

Thank you.

With regards

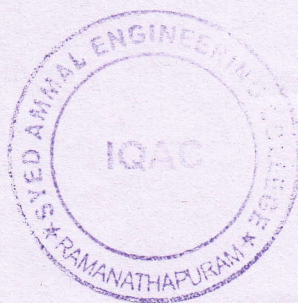

IQAC-Coordinator



Principal

Copy to

Members of IQAC



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



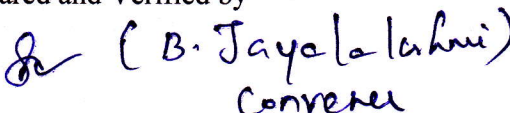

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Internal Quality Assurance Cell (IQAC)

Academic Year 2018-2019(Term II)

Syed Ammal Engineering College Dr. E.M.Abdullah Campus, Ramanathapuram – 623 502.		IQAC Meeting	Period: Term II of the Academic year 2018- 2019
Date of Meeting : 10.12.2018		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 10.07.18	IQAC Co-ordinator	
2.	Classify the students based on their domain of interest	Principal	
3.	Software training to the students	Principal	
4.	Visiting companies for arranging placement drive for students	Principal	
5.	Special training to the students who are going for off campus interview (Infosys)	Placement officer	
6.	Special coaching for the students having arrears in Mathematics I and Engineering Mathematics	Principal	
7.	Conduction of college day and sports day	Principal	
8.	Organizing Industrial Visits, Seminars, Guest lectures, Workshops, Symposium and Conferences for students	Principal	
9.	Review & Status of NAAC accreditation	Principal	
10.	Registration of NPTEL online courses by staff and students	Principal	
11.	Students participating Hackathon 19.	Principal	
12.	Vazhikatti Programme for 12 th Standard students	Principal	
13.	Conduction of 17 th Graduation Day	Principal	
14.	Conducting ISTE mini project Exhibition	Principal	
15.	Plan to conduct Faculty Development Training Programme/ STTP/ FDP	Principal and All HODs	
16.	Any other points with the permission of chair	Principal	
Prepared and Verified by  B. Jayalalitha Convener		Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHAL, ACHUTHANAYAK (Po) RAMANATHAPURAM-623 502	
Date 10.12.2018		Date 10.12.2018	





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Academic Year 2018-2019(Term II)

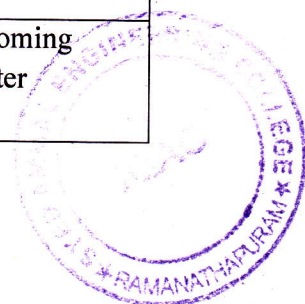


Date of Meeting: 10.12.2018

Time : 12.30 P.M

Venue : Board Room

Minutes of Meeting			
S.No.	Point s of Discussion	Action By	Target
1	Review of IQAC framing meeting held on 10.07.2018		
	IQAC co-ordinator reviewed the minutes of IQAC held on 10.07.2018	IQAC coordinator	
2	Classify the students based on their domain of interest		
	The Principal requested all HODs to classify the students based on the domain of their interests on or before 20.12.2018.	HODs of all Departments	Forthcoming semester
3	Software training to the students		
	The Principal insisted all the Heads to give special training on software to the students during the Association Activities.	HODs of all Departments	Forthcoming Semester
4	Visiting companies for arranging placement drive for students		
	Principal also insisted all the Heads and their respective department placement coordinators to go for visiting the companies for arranging the placement drive for the students. Regarding this he asked all the Heads whether their department placement brochures had been kept ready.	All HODs and Placement Coordinator	Forthcoming Semester
5	Special training to the students who are going for off campus interview (Infosys)		
	The Principal advised to give the training to the students going to attend off campus interview for INFOSYS.	All HODs and Placement coordinator	Review in Next Meeting
6	Special coaching for the students having arrears in Mathematics I and Engineering Mathematics		
	It is decided by the Principal and all HODs that the coaching classes for the students who failed in mathematics I will be conducted in the afternoon session of 3 rd and 4 th January and the full day on 5 th January. The coaching class for the students who failed in Engineering Graphics will be conducted on 29 th and 31 st December.	All HODs & Maths Dept.	Review in next meeting
7	Conduction of college day and sports day		
	The principal informed that Graduation day and college day/sports day are scheduled 2 nd and 9 th March.	Principal & all HODs	Forthcoming Semester





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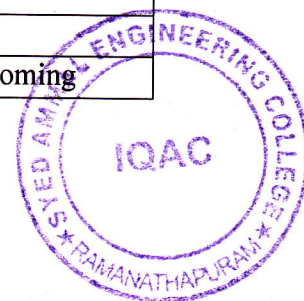
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Academic Year 2018-2019(Term II)



8	Organizing Industrial Visits, Seminars, Guest lectures, Workshops, Symposium and Conferences for students		
	The Principal told that one of our alumni had suggested to conduct a conference to be participated by alumni on the various topics. All the HODs accepted this suggestion. The Principal informed that any three departments could send the proposal to Anna University for conducting Faculty Development Training Programme. The Heads of ECE, EEE & CSE told that they were interested to send the proposed.	Principal and All HODs	Review in Next meeting
9	Review & Status of NAAC accreditation		
	The Principal asked all the HODs to decide and suggest whether we can apply for NAAC and thus for Autonomous status. The Principal informed that there will be a NAAC awareness programme by Prof. Mahadevan of Aassan group of consultancy on 9 th February afternoon.	All HODs	Review in Next meeting
10	Registration of NPTEL online courses by staff and students		
	The Principal requested are HODs to insist the faculties and the students for registering NPTEL courses. He also informed that the faculties who would register for NPTEL courses and obtain certificates will be reimbursed with registration fee, if they will get certification.	HOD and Department Staff members	Forthcoming Semester
11	Students participating Hackathon 19.		
	The Principal also requested the HODs to insist the students for participating in Hackathon 19 and to register through http://www.sih.gov.in	HOD and Department Staff members	Forthcoming Semester
12	Vazhikatti Programme for 12 th Standard students		
	It is informed by the Principal that Vazhikatti Programme for 12 th Standard students will be conducted on 5 th January. The list of Schools from which the students should be invited for this programme has been prepared in this meeting.	Principal and all HODs	Forthcoming Semester
13	Conduction of 17 th Graduation Day		
	The Principal informed that the 17 th	Principal	Forthcoming





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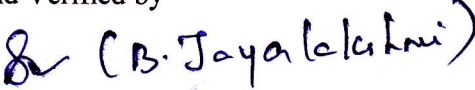

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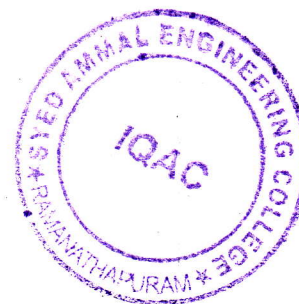
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	graduation day would be held on 23.03.2019 and the chief guest would be Dr. K. Senthil Kumar, Director, Centre for Aerospace MIT, Anna University, Chennai.		Semester
14	Conducting ISTE mini project Exhibition		
	The principal informed that ISTE and IE project competition would be held on 23 rd February.	ISTE Convenor	Forthcoming Semester
15	Plan to conduct Faculty Development Training Programme/ STTP/ FDP		
	The Principal informed that any three departments could send the proposal to Anna University for conducting Faculty Development Training Programme. The Heads of ECE, EEE & CSE told that they were interested to send the proposed.	All HODs	Forthcoming Semester
16	Any other points with the permission of chair		
	NIL	IQAC Coordinator	

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

Prepared and Verified by  B. Jayalakshmi Convener	Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHAI. ACHUNTHANVAYAL (Po) RAMANATHAPURAM-623 502.
Date 10.12.2018	Date 10.12.2018



SYED AMMAL ENGINEERING COLLEGE

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

Established in 1998 - An ISO 9001:2015 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 2018-2019(Term II)

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

