



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 2019-2020(Term II) – reg.


Greetings.

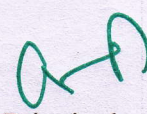
With respect to the subject mentioned above, I would like to invite you to attend the IQAC meeting for the Academic Year 2019-2020 (Term II) to be held on 18.12.2019 at 12.30 P.M in the Board Room. I kindly request you to make possible to attend the meeting

Your Cooperation is highly solicited.

Thank you.

With regards


IQAC-Coordinator


Principal

Copy to

Members of IQAC

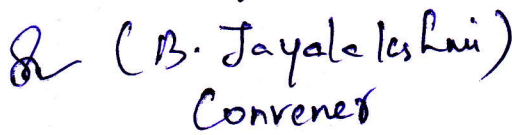



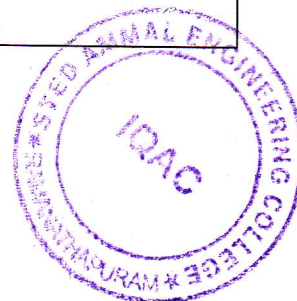
PRINCIPAL
SYED AMMAL ENGINEERING COLLEGE
LANTHALI, ACHUNTHANVAYAL (Po)
RAMANATHAPURAM-623 502.



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Academic Year 2019-2020 (Term II)



Syed Ammal Engineering College Dr. E.M.Abdullah Campus, Ramanathapuram – 623 502.	IQAC Meeting	Period: Term II of the Academic year 2019- 2020
Date of Meeting : 18.12.19 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 17.07.19	IQAC Coordinator
2.	Discussion about the final year projects	Principal and All HODs
3.	Software training to the students	Principal
4.	Visiting companies for arranging placement drive for final year students	Principal
5.	Special training to the students who are going for off campus interview (Tier II Company)	Placement Officer
6.	Special coaching for the students having arrears in Mathematics Subjects	Principal
7.	Conduction of College Day and Sports Day	Principal
8.	Review & Status of NAAC accreditation	Principal
9.	Registration of NPTEL online courses by staff and students	Principal & HODs
10.	Any other points with the permission of chair	Principal
Prepared and Verified by  (B. Jayalekshmi) Convener		Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHALI, ACHUNTHANVAYAL (Po) RAMANATHAPURAM-623 502.
Date 18.12.19	Date 18.12.2019	





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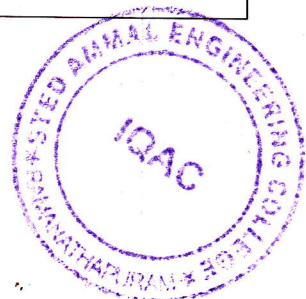


Date of Meeting: 18.12.2019

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		
	IQAC coordinator reviewed the minutes of IQAC held on 17.07.19	IQAC coordinator	
2	Discussion about final year projects	Principal and All HODs	
	HODs are instructed to follow the progress in final year projects regularly and encourage them for publishing more number of papers in Symposiums and Conferences		
3	Software training to the students		
	The Principal insisted all the HODs to give special training on various software to the students during the Association Activities.	HODs of all Departments	Forthcoming academic year
4	Visiting companies for arranging placement drive for Final year students		
	Principal insisted all the HODs and their respective department placement coordinators to conduct various activities for the improvement of placements in on campus interviews	All HODs and Placement Officer	Forthcoming academic year
5	Special training to the students who are going for off campus interview (Tier II Company)		
	The Principal informed the HODs & Placement officer to give training to the students going to attend effective off campus interview for Tier II Company.	All HODs and Placement Officer	Review in Next Meeting

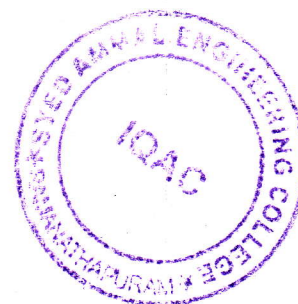




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6	Special coaching for the students having arrears in Mathematics Subjects		
	It is decided by the Principal and all HODs that the coaching classes for the students who failed in mathematics will be conducted separately	All HODs & Mathematics Dept.	Review in next meeting
7	Conduction of college day and sports day		
	The principal informed that the college day/sports day are to be scheduled in the month of March 2020.	Principal & all HODs	Forth coming academic year
8	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.	All HODs	Review in Next meeting
9	Registration of NPTEL online courses by staff and students		
	The Principal requested all HODs to insist the faculties and the students to register for NPTEL courses. He also informed that the faculties who will register for NPTEL courses and obtain certificates will be reimbursed with registration fee along with cash award(based on their performance)	HODs and Department Faculty members	Forthcoming Semester
10	Any other points with the permission of chair		
	NIL		


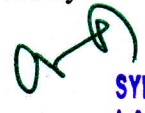


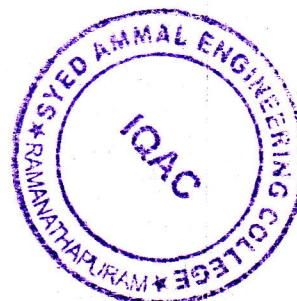


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IQAC coordinator concluded the meeting by expressing gratitude towards all the members for their active participation, valuable guidance and support.

Prepared and Verified by  (B. Jayalalitha) convener	Approved by  PRINCIPAL SYED AMMAL ENGINEERING COLLEGE LANTHAI, ACHUNTHANVAYAL (Po) RAMANATHAPURAM-623 502.
Date 18-12-2019	Date 18-12-2019



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 2019-2020(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.K.N.Govindaraman	F/o MR.K.G.Balaji , IV EEE	Parent	
17	Mr. S. Dinesh Raja	Managing Director, Smart Ladder Technologies, Chennai.	Employer	

