

SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC
An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH
Anna University Approved Research Centres : IIT, CSE & ECE



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

04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 | office@syedengg.ac.in | Web : www.syedengg.ac.in

15.07.2022

From

The Convener - IQAC

Syed Ammal Engineering College

Dear Sir / Madam,

Sub: Invitation to attend the IQAC meeting for the Academic Year 2022-2023 (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 2022-2023 (Term I) to be held on 18.07.2022 at 10.00A.M in the Board Room. I kindly request you to make of possible to attend the meeting

Your Cooperation is highly solicited.

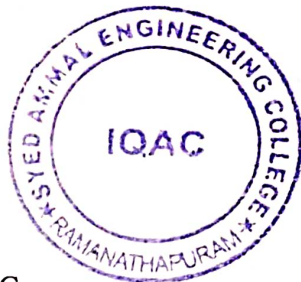
Thank you.

With regards

IQAC Convener

Copy to

Members of IQAC



Principal

SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH
Anna University Approved Research Centres : EEE, CSE & ECE



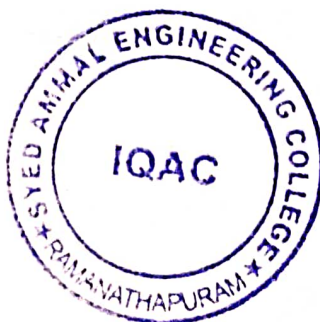
Dr. E.M. Abdullah Campus, Ramanathapuram - 623 502

04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web : www.syedengg.ac.in

Members of Internal Quality Assurance Cell

Academic Year 2022-2023 (Term I)

S.No	Name of the Expert Member	Designation and Address	Role
1.	Dr. M. Periyasamy	Principal, Syed Ammal Engineering College, Ramanathapuram.	Principal/Chair- person
2.	Dr. B. Jayalakshmi	Co-ordinator/ S&H, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College/ Co-ordinator
3.	Dr. Chinnadurai Abdullah	Correspondent, Syed Ammal Engineering College, Ramanathapuram.	Management Representative
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/AIDS, 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. A. Kanmani	HOD/CSE, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
9.	Prof. G. Palani Selvan	HOD/Civil Engg, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
10.	Mrs. T. M. Devi	HOD/CSBS, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
11.	Dr. R. Meikanda Ganesh Kumar	HOD/ MBA, , Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
12.	Mr. T. Arun Prasath	Placement Officer, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College
13.	Dr. K. Karthikeyan	Senior Scientist, ABB Global Service Private Ltd, Chennai.	Alumnus
14.	Mr. B. Samsudeen	Senior Manager, Telstra India Private Limited, Chennai.	Alumnus
15.	Mrs. R. Muthulakshmi	Typist, Agriculture Office, Ramanathapuram	Parent
16.	Mr. S. Dinesh Raja	Managing Director, Smart Ladder Technologies, Chennai.	Employer



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

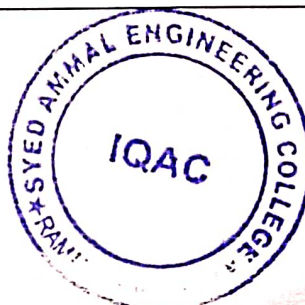
An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH
Anna University Approved Research Centres : EEE, CSE & ECE



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

04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 | office@syedengg.ac.in | Web : www.syedengg.ac.in

Syed Ammal Engineering College Dr.E.M.Abdullah Campus, Ramanathapuram – 623 502.		IQAC Meeting	Period: Term I of the Academic year 2022- 2023
Date of Meeting : 18.07.2022		Time : 12.45 P.M	Venue: Board Room, SAEC
Agenda of the Meeting			
S. No.	Points of Discussion	Discussion by	
1.	Review of IQAC meeting held on 23.01.2022	IQAC Coordinator	
2.	Status of Research Projects, Funds, Publications, Organising and attending FDP's by faculty	Principal	
3.	Conduction of Faculty orientation programme for young faculty members	IQAC	
4.	Setting up of GATE and Aptitude Training cell	Convener- Gate forum	
5.	Conduction of Activities by various Cells/Clubs/Chapters	Conveners of respective Cells/Clubs/Chapters	
6.	ISO Surveillance Audit	Principal	
7.	Regarding NAAC & NBA	All HODs	
8.	Review of Placement of Students and training support for career Guidance services	Placement officer	
9.	Review of Feedback from the stake holders viz., Students, Parents, Alumni, Employer and Corrective actions	Principal and All HOD's	
10.	Organising Alumni meet	Alumni Association Coordinator	
11.	Parents Teacher meeting	PTA Convener	
12.	Approval of the value added courses/Add on courses/ certificate programmes courses	Principal and All HOD's	
13.	To confirm the Schedule of Academic audit and approving previous academic audit findings and corrective action	Principal and IQAC Convener	



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

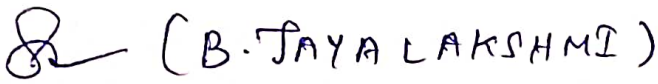

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH

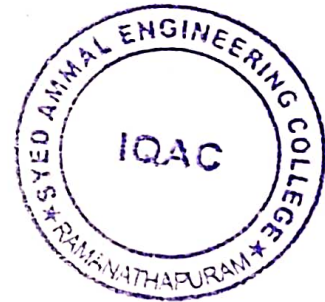
Anna University Approved Research Centres : EEE, CSE & ECE

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



04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web : www.syedengg.ac.in

14.	Completion of MoE's Innovation Cell activities	IIC President
15.	Any other points with the permission of chair	IQAC Coordinator
Prepared and Verified by  (B. JAYALAKSHMI)		Approved by 
Date	18.07.22	Date 18.07.22



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH
Anna University Approved Research Centres : EEE, CSE & ECE

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



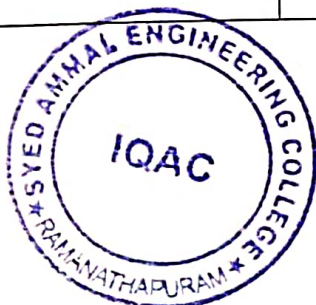
04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web: www.syedengg.ac.in

Date of Meeting: 18.07.2022

Time: 12.45 P.M

Venue: Board Room, SAEC

Minutes of Meeting			
S.No.	Points of Discussion	Action By	Target
1	Review of IQAC meeting held on 23.01.2022		
	IQAC coordinator reviewed the minutes of IQAC held on 23.01.2022	IQAC coordinator	
2	Status of Research Projects, Funds, Publications, organising and attending FDP's by faculty		
	Suggested the faculty members to apply for various projects and funds from several government organisations and also encouraged them to attend online FDP's and publishing papers	Principal	Forthcoming year
3	Conduction of Orientation Programme for Young Faculty Members		
	Planned to conduct Orientation Programme for Young Faculty Members by utilising the HODs of various departments and senior faculty as the resource persons	IQAC	August 2022
4	Setting up of GATE and Aptitude Training cell		
	Planned to set up GATE and Aptitude Training cell for the benefit of students at free of cost. The training cell will comprises members from various departments	Mr.P.Nedumal Pugazhendi, ASP/EEE for GATE cell	September 2022
5	Conduction of Activities by various Cells/clubs/Chapters		
	Various Cells/clubs/Chapters has to take responsibility of conducting various activities	Conveners of Various clubs	Forthcoming academic year



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH

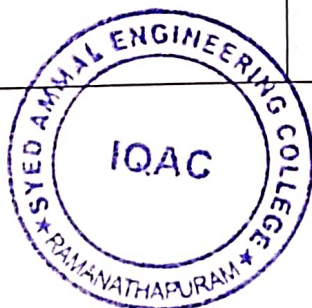
Anna University Approved Research Centres : EEE, CSE & ECE

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



04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web : www.syedengg.ac.in

6	ISO Surveillance Audit		
	Planned to conduct ISO Surveillance Audit	Convener ISO	September 2022
7	Regarding NAAC & NBA		
	Elaborate discussion was made with regard to each criterion in NAAC & NBA forthcoming processes. Each criterion coordinator were allocated with the works to be done in future	All HODs	Review in Next Meeting
8	Review of Placement of Students and training support for career guidance services		
	Various training programmes will be arranged for improving the placement of students	Placement officer	Forthcoming academic year
9	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
10	Organising Alumni meet		
	Planned to conduct Alumni meet	Alumni association Coordinator	Review in Next meeting
11	Parents Teacher meeting		
	The discussion was made with regard to conduction of online/offline PTA meetings	PTA Convener	Points for effective conduction of parents teacher meeting in the next meeting



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH

Anna University Approved Research Centres : EEE, CSE & ECE



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

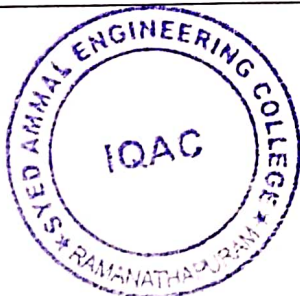


04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web: www.syedengg.ac.in

12	Approval for the value added courses, certificate programmes, VET courses		
	The Self learning courses offered for II, III and IV year students through Quality improvement cell (QIC) sponsored by Spoken Tutorial team, MHRD, Government of India in association with Anna University (Annexure I) has been approved.	QIC Convener	Forth Coming Academic year
13	To confirm the Schedule of Academic audit and approving previous academic audit findings and corrective action		
	Confirmed and Approved	Principal	
14	Completion of MoE's Innovation Cell activities		
	Completion of MoE's Innovation Cell activities for the academic year 2022-2023	III President	Review in next meeting
14	Any other points with the permission of chair		
	Other points related to academic work will be discussed in the next IQAC meeting	IQAC Convener	IQAC meeting term II

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

Prepared and Verified by  C.B. JAYALAKSHMI	Approved by 
Date 20.07.22	Date 20.07.22



SYED AMMAL ENGINEERING COLLEGE

APPROVED BY AICTE, NEW DELHI AND AFFILIATED TO ANNA UNIVERSITY, CHENNAI



Accredited with 'A+' Grade by NAAC

An ISO 9001:2015 Certified Institution | NBA Accredited UG Courses : CSE & MECH

Anna University Approved Research Centres : EEE, CSE & ECE

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



04567 - 222 234, 94873 04000, 84893 04000, 87548 88877 office@syedengg.ac.in Web : www.syedengg.ac.in

Members of Internal Quality Assurance Cell

Academic Year 2022-2023 (Term I)

S.No	Name of the Expert Member	Designation and Address	Role	Signature
1.	Dr. M. Periyasamy	Principal, Syed Ammal Engineering College, Ramanathapuram.	Principal/ Chair- person	
2.	Dr. B. Jayalakshmi	Co-ordinator/ S&H, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College/ Co-ordinator	
3.	Dr. Chinnadurai Abdullah	Correspondent, Syed Ammal Engineering College, Ramanathapuram.	Management Representative	
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/AIDS, 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. A. Kanmani	HOD/CSE, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
9.	Prof. G. Palani Selvan	HOD/Civil Engg, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
10.	Mrs. T. M. Devi	HOD/CSBS, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
11.	Dr. R. Meikanda Ganesh Kumar	HOD/ MBA, , Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
12.	Mr. T. Arun Prasath	Placement Officer, Syed Ammal Engineering College, Ramanathapuram.	Faculty Member of the College	
13.	Dr. K. Karthikeyan	Senior Scientist, ABB Global Service Private Ltd, Chennai.	Alumnus	
14.	Mr. B. Samsudeen	Senior Manager, Telstra India Private Limited, Chennai.	Alumnus	
15.	Mrs. R. Muthulakshmi	Typist, Agriculture Office, Ramanathapuram	Parent	
16.	Mr. S. Dinesh Raja	Managing Director, Smart Ladder Technologies, Chennai.	Employer	

