

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Sathiyamangalam, Kulathur(TK), Pudukkottai District-622 501.
Ph: 04339-240830, 240840 Fax: 04339-240205
Website: www.sec.ac.in E-mail: principal@sec.ac.in

INTERNAL QUALITY ASSURANCE CELL (IQAC)
IQAC Meeting (A. Y. 2023-24)
Date: 09.08.2023, Time: 1:30 P.M., Venue: Conference Hall

#### **AGENDA**

- 1. Activities Carried out in A.Y.2022-23 by all Departments
- 2. Ongoing Activities A.Y.2023-24
- 3. Discussion on Bridging Gap of Industry-Institute
- 4. Any other point with permission from the chair.

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## INTERNAL QUALITY ASSURANCE CELL (IQAC) IQAC Meeting (A. Y. 2023-24)

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#### MEMBERS OF THE COMMITTEE (2023 - 2024)

SI.No	Category	Designation	Name of the Member	
1	Chair Person	Head of the Institution	Dr. K. Srinivasan, Principal	
2	Member of Management	Secretary	Mr. K. Ajay Kumar	
3	. IQAC Coordinator	HoD& Professor / ECE Dr. K. AsanMohideen		
4	Administrative	Accounts Manager	Mr. Balasubramanian	
	Officers	Exam Cell Coordinator	Mr. R. Jeevanantham	
		NSS Coordinator	Mr. G. Narayanan	
		PRO	Mr. S. Moorthy	
		PED	Mr.Saravanan	
		Librararian	Ms.Dhanalaxmi	
5	Senior	HoD/ Civil	Mr. R. Sundarraj	
	Teachers	HoD/ Mech	Mr. Vinoth Raj	
		HoD/EEE	Mr. R. Jeevanantham	
		HoD/S&H	Ms. N. Hemalatha	
6	Alumni Members	Software Programmer	Ms. Nandhini, Ms. Suhashini	
7	Members from Industry	HI-TECH ELECTRONICS Trichy	Mr.M.Jesuraj,CEO	
8	from Industry Nominies	Sona Educational	Mr. A.R.S. Subramaniam	
0	from Local Trust, Pudukkottai Society		ivii. A.n.s. supramaniam	
)	Student Members	III Year ECE Student	Ms. S. Suvathi	

The Chairperson Dr. K. Srinivasan welcomed the members. Dr. K. AsanMohideen, Coordinator of IQAC, presented a review:



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#### Minutes of Meeting held on 09.08.2023

The following points were discussed in the meeting:

- Review of minutes of Previous IQAC Meeting and subsequent action taken
- It is discussed to enhance active participation of faculties in reframing of the syllabus. Need to initiate activities to strengthen Industry - Institute Interaction and bridging the gap. It is discussed to arrange an induction program for newly admitted students of First Year.
- It is discussed to take a review of all existing policies through principal.
- It is discussed to initiate the preparation of various related activities such as documentation, filing, etc

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4	Administrative Officers	Accounts Manager	Mr. Balasubramanian	Capum
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7	Members from Industry	HI-TECH ELECTRONICS Trichy	Mr.M.Jesuraj,CEO	M. feguraj
8	Nominies from Local Society	Sona Educational Trust, Pudukkottai	Mr. A.R.S. Subramaniam	Sutamit
9	Student Members	III Year ECE Student	Ms. S. Suvathi	S. Surlie

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