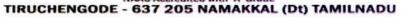


SENGUNTHAR ENGINEERING COLLEGE

(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956
NAAC Accredited with 'A' Grade





IQAC - MINUTES OF MEETING

Meeting Records - 003 /2024 -2025

Date: 15.04.2025 - Tuesday

Members

: IQAC Members

Time: 03.00 P.M.

Rapporteur

: Dr.T.R.Chinnusamy

Nature: Onsight

Dr.R.Satish Kumar, Principal welcomed all the members of IQAC for the 3nd IQAC meeting for the academic year 2024 - 25. The agenda points were discussed in the meeting and recommendations / suggestions from the committee is shown in the below table.

Agenda	Responsibility
1. Review of Previous Meeting	
 Conduct and review statutory and non-statutory committee meetings as per the updated schedule. Submit the Minutes of the Meeting and the Action Taken Report within three days after the meetings concluded 	IQAC Committee Conveners
2. ERP - NET KAMPUS Online Resources	
 Training Program was conducted on 03.04.2025 Enhanced LMS integration and streamlined academic scheduling to improve teaching-learning processes. Progress in digitization and software integration to ensure seamless access to resources for students and faculty. Strengthened data management and ERP integration to support timely and accurate accreditation documentation. 	Dr.G.Jayamurugan, Deputy COE & Website Coordinator
3. Progress on research projects and publications	
Research Projects	
 Details of the sanctioned project and the funds granted for 'Niral Tiruvizha' have been added. Details of research projects - applied, sanctioned, and funded should be added separately for each department for the last five years 	Dr.E.Geetha, Dean Research All Faculty Members
Encourage faculty members to actively apply for more funded	



project proposals	
Research Publications	
Faculty members are informed to publish at least one patent and	
two journal articles per year in recognized platforms such as	1
Annexure, SCI, Scopus, WoS.	
4. Plans for Accreditation (NBA & NAAC) & Institutional	
Ranking (NIRF & IIC)	Dr.T.R.Chinnusamy,
Drive the NAAC and NBA accreditation processes through a	Prof./Mech, IQAC Coordinator
detailed, month-wise strategic plan to ensure timely	 Dr.N.Sangeetha Priya,
achievement	AsP/ECE, NBA Coordinator
The IIC ranking for the academic year 2023–2024 has been	Mr.S.Naveenkumar
achieved with a 4-star rating, marking five consecutive years of	AP/R&A
consistent performance. The team is currently working	NIRF Coordinator
diligently to maintain and elevate this rating, aiming for the	Mr.N.Thiru Senthil Adhiban
highest 5-star recognition	HoD/Mech,
	IIC Coordinator
5. Internal and External Audit outcomes	
• The ISO 9001:2015 Re-Certification Audit was successfully	 Dr. M.Chitra, Prof./Maths
completed on 20th and 21st March 2025. The institution has	ISO Coordinator
been granted certification valid it until 28th February 2028	*
6. Competitive Exam, Minor/Honor & Advancement Course	
Competitive Exam	-
 A total of 84 students, from both the second and third years, 	
have expressed interest in competitive exams. In this	
connection, orientation program for government competitive	Dr.E.Geetha, HoD/MDE
exams was conducted on 16 th April 2025.	Dean Research
The list of interested students, categorized department-wise,	 Dr.K.L.Palanisamy,
based on their willingness to appear for exams such as	HoD/Physics
TNPSC, RRB, AE, GATE, UPSC, SSC, etc.,	Dean Student Affairs
Minor/Honor	
Minor and Honors scholarships have been made available to	
interested and eligible students, with approval granted by the	
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principal.	9
Advancement Course	
The list of students enrolled in advancement courses includes	5.
196 students from the second and third years, and 69 students	
from the final year. It is encouraged that second-year students	
consider enrolling in advancement courses, provided they	
should meet the eligibility criteria.	
7. Categorization List	
Students are categorized into Advanced, Average, and Slow	
Learners across all years, based on their performance in the	• HoD's
End Semester Examinations. A graphical representation will be	
used to monitor the progress of Slow and Average Learners as	
they work towards advancing to the Advanced Learner	
category.	
8. Alumni Meeting & Count	
Organize an alumni meet in online, offline, or hybrid mode for	Alumini Coordinators
alumni students from all departments, either at the institute or	
other locations of interest.	
Kindly collect the total alumni count for all engineering	
batches, starting from the inception of Institution.	
9. Energy, Green and Environmental & Academic and	
Administrative Audit	Dr.T.R.Chinnusamy,
The Energy, Green, and Environmental Audit is scheduled for	IQAC Coordinator
June 2025, followed by the Academic and Administrative Audit	
in July 2025, for the academic year 2024–2025.	
10. Mentor-Mentee programs	
The Mentor-Mentee System will be introduced in the Academic	All Faculty members
Year 2023-24 for all UG and PG students, from First Year to	NO REPRESENTATION OF THE PROPERTY OF THE PROPE
Final Year.	*
Each student, from First Year to Final Year, will be paired with	
a mentor who will offer academic guidance and personal	
support throughout their academic journey.	
earpoint and agreed and account journey.	



A mentor-mentee file audit has been completed successfully in the month of February 2025 by IQAC to ensure proper	
documentation and adherence to the system.	
11. Measures to improve student progression and placement	A
 Placement Achievers' Day is scheduled on 27th April 2025, 	
recognizing those who will receive offer letters for placements.	Dr.M.Sakthivel
Encourage students to pursue higher studies, empowering	HoD/CSE
them to expand their knowledge, enhance their skills, and	
open doors to greater career opportunities.	
12. Addressing grievances and suggestions	
Establish a Grievance Redressal System	Dr.K.L.Palanisamy,
Set up an accessible online platform where students can	HoD/Physics
submit grievances or suggestions confidentially, ensuring	Dean Student Affairs
prompt action and feedback.	
Conduct Regular Feedback Sessions	
Organize periodic meetings or surveys to gather feedback	
from students on faculty, curriculum, facilities, and overall	
academic experience.	
13. Any other points	Dr.M.Sakthivel
Designing a standard PowerPoint template, suitable for a	HoD/CSE
variety of presentations	Dr.M.Sree Sakthivelan
	HoD/MBA

Dr.T.R.Chinnusamy, IQAC Coordinator Proposed the vote of thanks at the end of the meeting





Fig.: 3rd IQAC Meeting for the academic year 2024 -2025

IQAC COORDINATOR

DEY'WW. Copy submitted to the Correspondent Sir

Copy to:

- 1. IQAC
- 2. E-Copy to all members
- 3. All Heads
- 4. File

PRINCIPAL

