



# 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

TIRUCHENGODE - 637 205 NAMAKKAL (Dt) TAMILNADU



## 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 3<sup>rd</sup> 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
<b>1. Review of Previous Meeting</b> <ul style="list-style-type: none"><li>Conduct and review statutory and non-statutory committee meetings as per the updated schedule.</li><li>Submit the Minutes of the Meeting and the Action Taken Report within three days after the meetings concluded</li></ul>	<ul style="list-style-type: none"><li>IQAC</li><li>Committee Conveners</li></ul>
<b>2. ERP - NET KAMPUS Online Resources</b> <ul style="list-style-type: none"><li>Training Program was conducted on 03.04.2025</li><li>Enhanced LMS integration and streamlined academic scheduling to improve teaching-learning processes.</li><li>Progress in digitization and software integration to ensure seamless access to resources for students and faculty.</li><li>Strengthened data management and ERP integration to support timely and accurate accreditation documentation.</li></ul>	<ul style="list-style-type: none"><li>Dr.G.Jayamurugan, Deputy COE &amp; Website Coordinator</li></ul>
<b>3. Progress on research projects and publications</b> <b>Research Projects</b> <ul style="list-style-type: none"><li>Details of the sanctioned project and the funds granted for 'Niral Tiruvizha' have been added.</li><li>Details of research projects - applied, sanctioned, and funded should be added separately for each department for the last five years</li><li>Encourage faculty members to actively apply for more funded</li></ul>	<ul style="list-style-type: none"><li>Dr.E.Geetha, Dean Research</li><li>All Faculty Members</li></ul>



<p>project proposals</p> <p><b>Research Publications</b></p> <ul style="list-style-type: none"> <li>Faculty members are informed to publish at least one patent and two journal articles per year in recognized platforms such as Annexure, SCI, Scopus, WoS.</li> </ul>	
<p><b>4. Plans for Accreditation (NBA &amp; NAAC) &amp; Institutional Ranking (NIRF &amp; IIC)</b></p> <ul style="list-style-type: none"> <li>Drive the NAAC and NBA accreditation processes through a detailed, month-wise strategic plan to ensure timely achievement..</li> <li>The IIC ranking for the academic year 2023–2024 has been achieved with a 4-star rating, marking five consecutive years of consistent performance. The team is currently working diligently to maintain and elevate this rating, aiming for the highest 5-star recognition</li> </ul>	<ul style="list-style-type: none"> <li>Dr.T.R.Chinnusamy, Prof./Mech, IQAC Coordinator</li> <li>Dr.N.Sangeetha Priya, AsP/ECE, NBA Coordinator</li> <li>Mr.S.Naveenkumar AP/R&amp;A NIRF Coordinator</li> <li>Mr.N.Thiru Senthil Adhiban HoD/Mech, IIC Coordinator</li> </ul>
<p><b>5. Internal and External Audit outcomes</b></p> <ul style="list-style-type: none"> <li>The ISO 9001:2015 Re-Certification Audit was successfully completed on 20<sup>th</sup> and 21<sup>st</sup> March 2025. The institution has been granted certification valid it until 28<sup>th</sup> February 2028</li> </ul>	<ul style="list-style-type: none"> <li>Dr. M.Chitra, Prof./Maths ISO Coordinator</li> </ul>
<p><b>6. Competitive Exam, Minor/Honor &amp; Advancement Course</b></p> <p><b>Competitive Exam</b></p> <ul style="list-style-type: none"> <li>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 exams was conducted on 16<sup>th</sup> April 2025.</li> <li>The list of interested students, categorized department-wise, based on their willingness to appear for exams such as TNPSC, RRB, AE, GATE, UPSC, SSC, etc.,</li> </ul> <p><b>Minor/Honor</b></p> <ul style="list-style-type: none"> <li>Minor and Honors scholarships have been made available to interested and eligible students, with approval granted by the</li> </ul>	<ul style="list-style-type: none"> <li>Dr.E.Geetha, HoD/MDE Dean Research</li> <li>Dr.K.L.Palanisamy, HoD/Physics Dean Student Affairs</li> </ul>





<p>principal.</p> <p><b>Advancement Course</b></p> <ul style="list-style-type: none"> <li>The list of students enrolled in advancement courses includes 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.</li> </ul>	
<p><b>7. Categorization List</b></p> <ul style="list-style-type: none"> <li>Students are categorized into Advanced, Average, and Slow Learners across all years, based on their performance in the 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.</li> </ul>	<ul style="list-style-type: none"> <li>HoD's</li> </ul>
<p><b>8. Alumni Meeting &amp; Count</b></p> <ul style="list-style-type: none"> <li>Organize an alumni meet in online, offline, or hybrid mode for alumni students from all departments, either at the institute or other locations of interest.</li> <li>Kindly collect the total alumni count for all engineering batches, starting from the inception of Institution.</li> </ul>	<ul style="list-style-type: none"> <li>Alumini Coordinators</li> </ul>
<p><b>9. Energy, Green and Environmental &amp; Academic and Administrative Audit</b></p> <ul style="list-style-type: none"> <li>The Energy, Green, and Environmental Audit is scheduled for June 2025, followed by the Academic and Administrative Audit in July 2025, for the academic year 2024–2025.</li> </ul>	<ul style="list-style-type: none"> <li>Dr.T.R.Chinnusamy, IQAC Coordinator</li> </ul>
<p><b>10. Mentor-Mentee programs</b></p> <ul style="list-style-type: none"> <li>The Mentor-Mentee System will be introduced in the Academic Year 2023-24 for all UG and PG students, from First Year to Final Year.</li> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>All Faculty members</li> </ul>



<ul style="list-style-type: none"> <li>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.</li> </ul>	
<b>11. Measures to improve student progression and placement</b> <ul style="list-style-type: none"> <li>Placement Achievers' Day is scheduled on 27<sup>th</sup> April 2025, recognizing those who will receive offer letters for placements.</li> <li>Encourage students to pursue higher studies, empowering them to expand their knowledge, enhance their skills, and open doors to greater career opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>Dr.M.Sakthivel HoD/CSE</li> </ul>
<b>12. Addressing grievances and suggestions</b> <b>Establish a Grievance Redressal System</b> <ul style="list-style-type: none"> <li>Set up an accessible online platform where students can submit grievances or suggestions confidentially, ensuring prompt action and feedback.</li> </ul> <b>Conduct Regular Feedback Sessions</b> <ul style="list-style-type: none"> <li>Organize periodic meetings or surveys to gather feedback from students on faculty, curriculum, facilities, and overall academic experience.</li> </ul>	<ul style="list-style-type: none"> <li>Dr.K.L.Palanisamy, HoD/Physics Dean Student Affairs</li> </ul>
<b>13. Any other points</b> <ul style="list-style-type: none"> <li>Designing a standard PowerPoint template, suitable for a variety of presentations</li> </ul>	<ul style="list-style-type: none"> <li>Dr.M.Sakthivel HoD/CSE</li> <li>Dr.M.Sree Sakthivelan HoD/MBA</li> </ul>

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





Fig.: 3<sup>rd</sup> IQAC Meeting for the academic year 2024 -2025

*22/04/25*  
 IQAC COORDINATOR

*22/4/2025*  
 PRINCIPAL

*22-4-2025*  
 Copy submitted to the Correspondent Sir

**Copy to:**

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

