



SSM COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to Anna University

Recognized by UGC Under Section 2 (f) of 12 (B)

NH-544, Salem Main Road, Komarapalayam: 638 183, Namakkal (Dist.), Tamil Nadu, India.

www.ssmce.ac.in, 9894026708.

IQAC/ 2019 – 2020/ Odd / CR - 05

Date: 04.07.2019

INTERNAL QUALITY ASSURANCE CELL

Circular

The meeting is scheduled on 10.07.2019 in the board room at 11.00 a.m. All the members are informed to attend the meeting.

Agenda:

- Admission
- Academic Calendar and Department Plan
- Result Analysis
- Development Program
- Value-added Courses
- Extension and Outreach Programs
- Sports
- Analysis of POs and COs
- General discussion if any

G. K. John
Coordinator 04/07/19


Chair-Person

Copy to:

Chairman & Vice – Chairman for kind information

All heads of department

Office – in Charge



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IQAC/ 2019 – 2020/ Odd / CR - 05

Date: 10.07.2019

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Time: 11.00 A.M

Venue: Board Room

Chairperson: Dr. S Manoharan, Principal

Convener: G.K. Manikandan (IQAC Coordinator)

Members:

1. Director
2. Dean Academic
3. Heads of Departments
4. Placement Cell - In charge
5. Administrative officer
6. Industry Expert
7. Parent
8. Students
9. Alumni

The Chairperson called the meeting to order.

Minutes of the previous meeting was reviewed by the IQAC coordinator.

Admission

- Number of seats sanctioned for this academic year is 777, against which only 176 is filled. Admission committee has been instructed to take steps to improve the admission. Admission team has to strengthen the admission promotional activities.



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Academic Calendar and Department Plan

- Academic schedule has been prepared and the same has been approved.
- Reviewed the individual department plans and the same has been approved.

Result Analysis

- Over all pass percentage of the Academic year 2018 - 2019 even semester is 34.3%. The departments have been informed to identify the reasons for the poor result. Departments have been instructed to focus on slow learners and improve the result percentage.

Faculty Development and Administrative training Program

- Department are informed to organise/encourage faculty members to participate in development programs.
- Administrative training Program has to be organised for technical and Non-teaching staff.

Extension and Outreach Programs

- NSS coordinator has been instructed to organize awareness program for the public and health awareness camps.
- NCC coordinator has to enroll first year students for this academic year and provide training.

Attainment of POs and COs

- After the announcement of university results attainment of POs & Cos has to be carried out.

Sports

- It has been informed to encourage students to participate in University/State/ National level events/tournaments.
- The meeting came to an end with these discussions; next meeting will be conducted by the end of this semester.



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Attendees:

S.No	Name	Department	Designation	Signature
1.	Dr. S. Balamohan	Academic & Administration	Director	
2.	Dr. K.Gopalakrishnan	COE /HOD / S&H	Dean	
3.	Prof. P. Senthil Kumar	ECE	HOD	
4.	Prof. A. Raja	EEE	HOD	
5.	Prof. K. Baskar	MECH	HOD	
6.	Mr.K.Jaffar Ali Khan	Office	Administrative officer	
7.	Mr.M. Muruganandham	Office	Finance Officer	
8.	Mr. Sasikumar	TVS – Hosur	R& D - Manager	
9.	Dr, K.Kamaraj	Parent	Professor/ SSMCAS	
10.	Student	K.Megavarshini	ECE Student	


Coordinator


Chairperson



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IQAC/ 2019 – 20/Odd/ CR - 06

Date: 22.11.2019

INTERNAL QUALITY ASSURANCE CELL

Circular

The Sixth meeting is scheduled on 27.11.2019 in the board room at 11.00 a.m. All the members are informed to attend the meeting.

Agenda:

- Professional development & administrative Training
- Extension and Outreach Programs
- Teaching Learning Outcome
- Website updation
- Placement and Training
- General discussion if any


Coordinator


Chair-Person

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IQAC/ 2019 – 20/ Odd/ CR - 06

Date: 27.11.2019

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Time: 11.00 A.M

Venue: Board Room

Chairperson: Dr. S. Manoharan, Principal

Convener: G.K. Manikandan (IQAC Coordinator)

Members:

1. Director
2. Dean Academic
3. Heads of Departments
4. Placement Cell - In charge
5. Administrative officer
6. Industry Expert
7. Parent
8. Students
9. Alumni

The Chairperson called the meeting to order

The IQAC coordinator reviewed the minutes of the previous meeting.

Professional development & administrative Training

- Heads are informed to identify the areas to be developed by faculty members and recommend them to attend development programs.
- All departments were advocated to extend the academic activities for the betterment of students. Teachers were asked to empower the learners by providing best technical



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education coupled with leadership and professional skills, thus enabling them for deep learning, rational thinking.

Administrative Training

- Technical and non-teaching staff has to be given Administrative training program in the coming months.

Extension and Outreach Programs

- Selected students of NCC have undergone training.
- IQAC instructed NSS coordinator to organize 10 days camp for students.

Teaching Learning Outcome

- It is observed in the Internal assessment analysis that teaching and learning is satisfactory.

Website updation

- IQAC has insisted website coordinator to update the website.

Placement and Training

- Placement cell has been insisted to conduct aptitude training for third year students, and arrange placement training session for final year students.



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6.	Mr. K.Jaffar Ali Khan	Office	Administrative officer	
7.	Mr. M. Muruganandham	Office	Finance Officer	
8.	Mr. Sasikumar	TVS – Hosur	R& D - Manager	
9.	Dr, K.Kamaraj	Parent	Professor/ SSMCAS	
10.	Student	K.Megavarshini	ECE Student	

Coordinator

Chairperson



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IQAC/ 2019- – 20/ Even / CR - 07

Date: 31.01.2020

INTERNAL QUALITY ASSURANCE CELL

Circular

The meeting is scheduled on 05.02.2020 in the board room at 11.00 a.m. All the members are informed to attend the meeting.

Agenda:

- University Result Analysis
- Academic Plan
- Value-added Courses
- Extension and Outreach Programs
- Research Grants
- General discussion if any

G. K. Palani
Coordinator 31/1/2020


Chair-Person

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IQAC/ 2019- – 20/ Even / CR - 07

Date: 05.02.2020

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting

Time: 11.00 A.M

Venue: Board Room

Chairperson: Dr. S Manoharan, Principal

Convener: G.K. Manikandan (IQAC Coordinator)

Members:

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2. Dean Academic
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4. Placement Cell - In charge
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The Chairperson called the meeting to order

Minutes of the previous meeting was reviewed.

Result Analysis

- Academic Coordinator presented the University result of each department.



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- The consolidated result of the previous semester is 21.7%, which is comparatively less. IQAC coordinator has insisted the Academic Coordinator to frame strategies to improve results.

Academic Plan

- Academic plan for the even semester was proposed and the same was approved by IQAC.

Value-added Courses

- Motivate students to register for Value-added Course to upgrade their programming and technical knowledge.

Extension and Outreach Programs

- NSS coordinator has been insisted to organize Health awareness rally and an awareness program on Green and clean environment.
- NCC students should be given training on how to take up their –Air Technical Wing exam.

Research Grants

- Departments have been instructed to apply for research grants from Government and Non-Governmental agencies.



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8.	Mr. Sasikumar	TVS – Hosur	R& D - Manager	
9.	Dr, K.Kamaraj	Parent	Professor/ SSMCAS	
10.	Student	K.Megavarshini	ECE Student	

Coordinator

Chairperson