



# 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/ 2020 – 21/ Odd /Even/CR - 08

Date :26.08.2020


## INTERNAL QUALITY ASSURANCE CELL

### Circular

A meeting is scheduled on 28.08.2020 (Friday) in the board room at 10.30 a.m. All the members are informed to attend the meeting.

### Agenda:

1. Pandemic Guidelines
2. Value Added Courses
3. Virtual seminars / workshops
4. Student Induction Programme in online mode
5. FDP/Webinars/ Conferences
6. AAA
7. Results
8. General Instruction

  
Coordinator 26/8/2020

  
Chair-Person

### **Copy to:**

Chairman & Vice – Chairman for kind information

All heads of department

Office – in Charge



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**IQAC/ 2020 – 21/ Odd/ MOM - 08**

**Date: 28.08.2020**

## **INTERNAL QUALITY ASSURANCE CELL**

### **Minutes of Meeting**

Time: 10.30 A.M

Venue: Board Room

Chairperson: Dr. S. Sengottuvan, 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.

#### **Review of previous minutes of meeting**

- Minutes of previous meeting was reviewed



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## Virtual Seminars / Workshops

- In the wake of the challenges posed by the pandemic, it is proposed to organize Virtual seminars / workshops to keep the faculty and students connected and to pave the way for a smooth shifting from offline mode of teaching to online mode.

## Value Added Course

- In the Even Semester value added courses were conducted through online mode. If the Pandemic continues, the courses are proposed to be conducted through online mode.
- IQAC directed department heads to conduct online mode Value Added / Certificate courses on key areas to improve the students performance for placement

## Student Induction Programme

- Induction Programme for First Year through online mode.

## Development Programs (Conference, Workshops, Seminars and FDPs)

- No. of Teaching & Non-Teaching Staff Participation in FDP, MDPs, Professional development /Administrative training program & Financial support provided for both the academic Year 2019-2020 & 2020 -221

### **Academic Year 2019-2020**

S. No	Name of the Event	Total no of faculty and staff attended the program	Financial support provided
1	Professional Development	119	90
2	Administrative Training	30	Nil



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## Academic Year 2020-2021

S. No	Name of the Event	Total no of faculty and staff attended the program	Financial support provided
1	Professional Development	76	84
2	Administrative Training	30	Nil

### AAA

- It has been proposed to conduct AAA between 07.09.2020 - 11.09.2020.

### General Guidelines

In case the Pandemic continues the following guidelines have to be adhered.

- It was decided that classes should go on uninterrupted through virtual mode in the prevailing **COVID-19** situation as per the University schedule
- The teachers can explore different digital platforms for teaching as per their suitability and comfort.
- The department heads should supervise the smooth conduct of virtual classes so that the students do not face any disruption in learning owing to pandemic.
- The departments can organize activities and events to keep the students motivated and Connected. It was decided that the Department Programs (Webinars/FDPs) should be conducted online during **COVID-19**
- The teaching staff of the college will work from home (online classes) till further orders.

### Admission

- It was decided to make admissions on online mode and organize the student Induction programme in online mode.



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## Seminars /Wokshops/Conference

- Financial Support for seminars /Conferences/Workshops will be provided for online mode too.
- 106 Faculties actively participated in various Faculty Development Programs/ seminars / Conferences and short term courses

## Out Reach and Extension activities conducted

- Number of Extension activities organized by NSS & NCC were 8 and 14 respectively.

## Results

- Overall Pass percentage of the Academic Year 2020-2021 Odd semester is 96.4% . The departments are instructed to encourage the students to exhibit the same performance in the forth coming semesters.



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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.L.Kumar	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.Mehavarshini	ECE Student	

Coordinator

Chairperson