



**CMS COLLEGE OF ENGINEERING AND TECHNOLOGY**  
(Affiliated to Anna University, Chennai & Approved by AICTE, New Delhi)  
Coimbatore – 641 032

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CIRCULAR**

Ref.: CMS CET / IQAC Meeting / 2019-2020 / 01

Date: 01/07/2019

It is proposed to convene the first IQAC meeting on 11/07/2019 at 11:30AM. All the members of IQAC are requested to attend the meeting without fail.

**AGENDA**

- Welcome address
- Academic Plan
- Student Induction Programme
- Mentoring system
- Value Added Course
- Vote of thanks

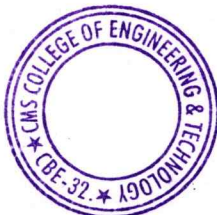
Coordinator

11/7/2019

Principal & Chairperson-IQAC

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Manager/AO  
IQAC – Members & File



Principal

**CMS College of Engineering and Technology**  
Kumittipathy, Coimbatore - 641 032



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Coimbatore – 641 032

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### IQAC Minutes of the Academic meeting

Meeting No. : 01

Date & Time: 11/07/2019 & 11:30AM

Venue: Board Room

Members Present:

S.No	Composition	Category	Member
1.	Chair person	Head of the Institution	Dr.N.Sudha, Principal
2	Teachers to represent levels	Professor	Dr.M.Verapathran,Civil
		Associate Professor	Mr.A.Nagarajan , Mech
		Professor	Dr. P Mukilan,ECE
		Asst. Professor	Mr. R Mohanabalan, EEE
		Professor	Dr. K. Ramesh ,Maths
3.	One member from management	Management Representative	Srhi, M.P.Gopalakrishnan , Chairman, CMS Educational and Charitable Trust
4.	Few senior administrative officers	Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mrs.Sheela
		Physical Director	Mr.M.Sathivel
		NSS Coordinator	Mr.Lakshmikandhan
5.	One nominee from each local society, student, alumni	Nominee from Local Society	Mr.K.Sivakumar, Joint Register/ Managing Director, TUCAS,Coimbatore
		Nominee from student	Mr.N.Praveen Kumar, IV MECH
		Nominee from Alumni	Mr.R.s.Pavithran , Freespace,Coimbatore
6.	One nominee from each Employers, industrialists, stakeholders	Nominee from Employers	Mr.C.Rajasekaran M/S Sekar Engineering Works Coimbatore
		Nominee from industrialists	Mr.N.Velmurugan,Managing Director, Fabtech Industries,



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			Coimbatore
		Nominee from stakeholders	Mr.Nataraj.K , Father of N.Praveen Kumar, IV MECH
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.G.Chitra Ganapathi, Prof & Head / CSE

The IQAC Coordinator welcomed the gathering and briefed the meeting agenda. The following points were deliberated in the meeting.

- NAAC Steering Committee Meeting has been discussed.
- Classes are the effective mechanism and the need of the hour Heads of the departments were asked to ensure the effectiveness of the classes.
- Students were advised to enroll as many as possible courses in Learnathon and ICT academy.
- It is discussed to conduct more number of Faculty Development Programmes for the ensuing semester to strengthen subject knowledge in the domain.
- Also to conduct Value added courses and Add-on courses for the benefit of students.
- Audit works for the teaching and learning process to be taken up for ensuring quality.
- Arranging industrial visit/internships for students and to have good coordination with industries to strengthen placements.
- The plan of action for the academic year 2019-20 was drawn as follows:
  - To follow academic schedule effectively.
  - To conduct a greater number of workshops and seminars.
  - To Schedule Placement for final year students.

*[Signature]*  
Coordinator  
4/7/2019

*[Signature]* 11/7/19  
Principal & Chairperson-IQAC

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Manager  
IQAC – Members & File



*[Signature]*  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CIRCULAR**

**Ref.: CMS CET / IQAC Meeting / 2019-2020 / 02**

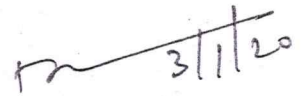
Date: 03/01/2020

The Second IQAC meeting is scheduled for 11/01/2020 at 10:30 a.m. The meeting is expected to be attended by all IQAC members.

**AGENDA**

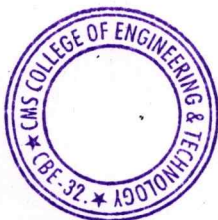
- Welcome address
- Academic Plan
- Mentoring system
- Value Added Course
- Placement
- Vote of thanks


  
Coordinator  
3/1/20

  
Principal & Chairperson-IQAC  
3/1/20

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### IQAC Minutes of the Academic meeting

Meeting No. : 02

Date & Time: 11/01/2020 & 10:30AM

Venue: Board Room

**Members Present:**

S.No	Composition	Category	Member
1.	Chair person	Head of the Institution	Dr.N.Sudha , Principal
2	Teachers to represent levels	Asst. Professor	Ms.K.Sunitha,Civil
		Professor	Dr. M Mahendra Boopathi, Mech
		Professor	Dr. P Mukilan,ECE
		Asst. Professor	Mr. R Mohanabalan, EEE
		Professor	Dr. D. Sreeja, S&H
3.	One member from management	Management Representative	Srhi, M.P.Gopalakrishnan , Chairman, CMS Educational and Charitable Trust
4.	Few senior administrative officers	Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mrs.Sheela
		Physical Director	Mr.M.Sathivel
		NSS Coordinator	Mr.Lakshmikandhan
5.	One nominee from each local society, student, alumni	Nominee from Local Society	Mr.K.Sivakumar, Joint Register/ Managing Director, TUCAS,Coimbatore
		Nominee from student	Mr.N.Praveen Kumar, IV MECH
		Nominee from Alumni	Mr.R.s.Pavithran , Freespace,Coimbatore
6.	One nominee from each Employers, industrialists, stakeholders	Nominee from Employers	Mr.C.Rajasekaran M/S Sekar Engineering Works Coimbatore



  
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		Nominee from industrialists	Mr.N.Velmurugan,Managing Director, Fabtech Industries, Coimbatore
		Nominee from stakeholders	Mr.Nataraj.K , Father of N.Praveen Kumar, IV MECH
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.G.Chitra Ganapathi, Prof & Head / CSE

The IQAC Coordinator gave a short address about the agenda and welcomed everyone present in the meeting. The following points were discussed in the meeting.

- Take steps to strengthen the industrial interaction
- Heads of the departments were asked to ensure the effectiveness of the classes.
- As the annual presentation to the higher authorities was made last year, the Criteria in-charges are requested to collect relevant data of this academic year and update the same in the last year presentation suitably by the end of December 2020.
- The placement director and various placement cell coordinators of the respective departments were requested to work on the placement opportunities and training programmes offered to the students.
- IQAC coordinator requested the various Heads of the departments to encourage their students and faculty to engage in online courses.
- To improve quality of project work of students, initiate a training program to bring awareness on project works.
- Conduct entrepreneurship awareness programs to students.
- Initiate programs to develop communication skills to students.
- It is discussed to conduct more number of Faculty Development Programmes for the ensuing semester to strengthen subject knowledge in the domain.

**The following action has been taken for the IQAC meeting conducted on 11/07/2019.**

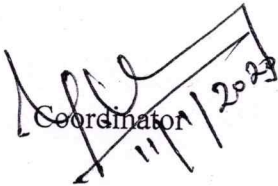
Points Discussed	Action Taken
Action Plan	All the departments has been prepared and submitted 1.Academic schedule 2. Lesson plan 3. Course Materials 4. Placement schedule




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Faculty Development Program /Seminars	<p>Two days FDP on Artificial intelligence was organized by the computer science department on 23.09.2019 to 24.09.2019</p> <p>One day FDP on Switchgear Protection And Safety. was organized by the Electrical and Electronics Engineering department on 14.10.19</p> <p>Department of Computer Science and Engineering conducted two days hands on object oriented programming workshop on 18.07.19 &amp; 19.07.19.</p> <p>Department of Electronics and Communication Engineering conducted a seminar on the topic "Embedded systems and project identification" on 17.07.19, experts from Emglitz technologies handled the session.</p>
Add-On Courses	One week add on programs were conducted for each department
Industry Visit	<p>Industrial Visit to Malabar cements on 4/10/2019</p> <p>Department of ECE on a visit to National Science and Technology Fair 2019@ CODISSIA, Coimbatore held on 30.08.2019.</p> <p>Industrial Visit of Third Year and Final Year students to STH Sensors LLP on 24<sup>th</sup> of July 2019.</p> <p>Industrial Visit of Third and Final Year students to Radio Astronomy Center (RAC), Ooty held at 31<sup>st</sup> of July 2019</p>

  
Coordinator  
11/11/2019

  
Principal & Chairperson-IQAC

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