



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 / 2020-2021 / 01

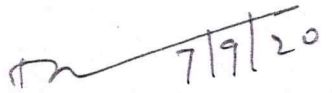
Date: 07/09/2020

It is proposed to convene the first IQAC meeting on 17/09/2020 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
7/9/2020


Principal & Chairperson-IQAC

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Trust Office
All HODs
The Deputy Warden (Boys & Girls Hostel)
Manager/AO
IQAC – Members & File




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



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Minutes of the Academic meeting

Meeting No. : 01
Venue: Board Room

Date & Time: 17/09/2020& 11:30AM

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.R.Thangaraj, Civil
		Professor	Dr. M MahendraBoopathi, Mech
		Professor	Dr. P Mukilan,ECE
		Asst. Professor	Mr. R Mohanabalán, EEE
3.	One member from management	Professor	Dr.K. Ramesh ,Maths
		Management Representative	Mr.M.P.Gopalakrishnan, Chairman, CMS Educational and Charitable Trust
		Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mr.T.Vijayan
4.	Few senior administrative officers	NSS Coordinator	Mr.Lakshmikandhan
		Nominee from Local Society	Mr.K.Sivakumar, Joint Register/ Managing Director, TUCAS,Coimbatore
		Nominee from student	Mr.Fabin, IV ECE
5.	One nominee from each local society, student, alumni	Nominee from Alumni	Mr.R. Suraj, Infosys,Chennai
		Nominee from Employers	Mr.Varghese N Ouseph, Associate Vice President(R&D), Agappe Diagnostics, Ernakulam,
6.	One nominee from each Employers, industrialists, stakeholders	Nominee from industrialists	Mr.N.Velmurugan,Managing Director, Fabtech Industries, Coimbatore



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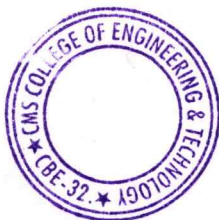
		Nominee from stakeholders	Mr.G.Joicelinda , Mother of Fabin IV-ECE.
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.G. Chitra Ganapathi, Prof & Head / CSE

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 2020-21 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.

The following action has been taken for the IQAC meeting conducted on 11/01/2020.

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




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Faculty Development Program	<p>One day national level Conference on Innovative Technologies in Computer Science attended by CSE staff at Hindusthan Institute of Technology on 10.3.2020.</p> <p>Four of our faculty attend two day FDP program on "outcome based Education & Accreditation "on 03.1.2020 & 04.1.2020 in Ahalia School of Engineering & Technology, Palakkad, Kerala.</p>
Students improvement activity	<p>Programming in C workshop for first year students conducted by CSE department on 28.2.2020.</p> <p>On 03.03.2020 conducted a seminar on Home Automation & Artificial Intelligence by Tech Kshetra, Kochi.</p>
Students placement activities	<p>15 of our final year students have bagged offer with Focus Edumatics, Coimbatore.</p>

MCC
Coordinator
17/7/2020

m 17/7/20
Principal & Chairperson-IQAC

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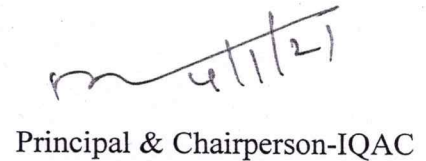
Date: 04/01/2021

The Second IQAC meeting is scheduled for 06/01/2021 at 10:30 am. The meeting is expected to be attended by all IQAC members.

AGENDA

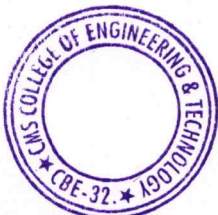
- Welcome address
- Academic Plan
- Mentoring system
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- Vote of thanks


Coordinator


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Minutes of the Academic meeting

Meeting No.: 02

Date & Time: 06/01/2021&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	Professor	Dr.R.Thangaraj ,Civil
		Professor	Dr. M Mahendra Boopathi, Mech
		Asst.Professor	Dr. K.Saravanan,ECE
		Asst. Professor	Mr. R Mohanabalan, EEE
		Professor	Dr.K. Ramesh ,Maths
3.	One member from management	Management Representative	Mr.M.P.Gopalakrishnan, Chairman, CMS Educational and Charitable Trust
4.	Few senior administrative officers	Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mrs.S.Mary Sheela
		NSS Coordinator	Mr.Lakshmikandhan
5.	One nominee from each local society, student, alumini	Nominee from Local Society	Mr.K.Sivakumar, Joint Register/ Managing Director, TUCAS,Coimbatore
		Nominee from student	Mr.Fabin, IV ECE
		Nominee from Alumini	Mr.R. Suraj, Infosys,Chennai
6.	One nominee from each Employers, industrialists, stakeholders	Nominee from Employers	Mr.Varghese N Ouseph, Associate Vice President(R&D), Agappe Diagnostics, Ernakulam, Kerala
		Nominee from industrialists	Mr.N.Velmurugan,Managing Director, Fabtech Industries, Coimbatore



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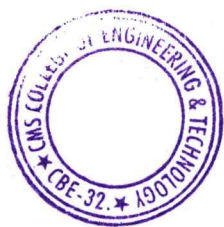
		Nominee from stakeholders	Mr.G.Joicelinda , Mother of Fabin IV-ECE.
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.G. Chitra Ganapathi, Prof & Head / CSE

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 2021.
- 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 17/09/2020.

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>Dr.K.Ramesh, Professor / Mathematics, CMS CET participated in the National Webinar on “Applications of Graph Theory” in K.S.Rangasamy College of Arts and Science (Autonomous), Tiruchengode on 30.12.2020.</p> <p>Ramanujan Maths Club, Dr.K.Ramesh, Professor & Mrs.E.Dhanalakshmi, Asst.Professor / Mathematics were organised “Online Quiz Competition” event for first year B.E. Students through Google forms on 30.12.2020.</p>
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[Handwritten Signature]
Coordinator
6/1/22

[Handwritten Signature]
6/1/21
Principal & Chairperson-IQAC

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The Deputy Warden (Boys & Girls Hostel)
Manager
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[Handwritten Signature]
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