



CMS COLLEGE OF ENGINEERING AND TECHNOLOGY

(Affiliated to Anna University, Chennai & Approved by AICTE, New Delhi)

Coimbatore – 641 032

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref.: CMS CET / IQAC Meeting / 2022-2023 / 01

Date: 14/07/2022

CIRCULAR

The first IQAC meeting for the academic year 2022-2023 will be on 20/07/2022 at 10:30 a.m. in board room

All IQAC members are requested to attend the meeting.

AGENDA

- Academic Plan
- Internal Exam
- NACC Accreditation Process
- MOOC Courses
- Departmental activity
- NSS Activity
- Other activity


Coordinator
14/7/22


Principal & Chairperson-IQAC

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IQAC – Members & File



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Minutes of the Academic meeting

Meeting No. : 01

Date & Time: 20.7.2022 & 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.Thangaraj,Civil
		Professor	Dr. M Mahendra Boopathi, Mech
		Professor	Dr. P Mukilan,ECE
		Asst. Professor	Mr. Ramasamy, EEE
3.	One member from management	Management Representative	Mr.K.Rajagopalan, Chairman, CMS Educational and Charitable Trust
4.	Few senior administrative officers	Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mrs. A.Mary Sheela
		Physical Director	Mr.Nithish
		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	Ms.R.Subashini, IV CSE
		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	Mrs.R.Sowbackiyawathi, Mother of Kanishka, II-CSE. <i>Sowbackiyawathi</i>
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.Chitra Ganapathi, Prof & Head / CSE <i>Chitra Ganapathi</i>

The IQAC Coordinator gave a short note about the agenda and welcomed everyone present in the meeting.

Points discussed and resolutions taken are as follows.

1. Academic plan

It was decided that academic plan will be designed by Prof. Satish babu and Prof. Prabhakaran, and submit to IQAC before 1st Sept 2022 for approval.

2. Internal Exam

a. It was resolved to conduct internal exams in accordance with the norms of Anna University. The exam cell will take the charge of conducting the internal exam for all departments by coordinating with the department exam coordinators.

b. Decided to prepare Question paper by the concerned subject faculties based on Bloom's taxonomy methodology.

3. NAAC Accreditation Process

Criteria wise staff responsibilities were decided.

(Staff members responsible for various criteria is enclosed)

IIQA report planned to submit on end of December 2022

4. MOOC courses

Decided to motivate the faculty and students to take-up the MOOC courses Viz... NPTEL. Course era... etc...

5. Departmental activities

Decided that each department should organize three events per year for the benefit of faculty members and students, both academically and technically. The Department HoD will take the responsibility and allocate a coordinator for that.



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6. NSS activity

Mr. Lakshmikandhan, will be the NSS Coordinator. Decided to conduct two activities per semester.

7. Other activities

All other activities like sports, annual day celebration, festival and cultural celebrations will be monitored and coordinated by Prof. Kingsley & Physical Director Mr. Nithish

The following targets are set for the academic year 2022-2023:

- To obtain the highest grade in NACC Accreditation
- Motivate the students to participate in more cultural events.
- To motivate the faculty to publish technical paper in Scopus /web of science/UGC Care and patenting the innovation
- Plan for value added courses, seminar & webinar as and when required.
- Motivate students to undergo at least two internship in a year.

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 19/08/2021.

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
Faculty Development Program	50% of our staff members have attended faculty development programme.
Mentoring System	For every 15 students one faculty member has been appointed as Mentor.
Value added Course	Government program of Naan Mudhalvan courses has been conducted on various subjects and this is useful for students in understanding modern technologies.



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Students placement activities and higher studies	10 of our final year students have bagged placement offers with different companies. 5 students have gone for higher studies at foreign universities.
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[Handwritten Signature]
Co-ordinator
20/7/22

[Handwritten Signature] 20/7/22
Principal & Chairperson-IQAC

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Ref.: CMSCET / IQAC Meeting / 2022-2023 / 02

Date: 10.02.2023

The second IQAC meeting for the academic year 2022-2023 will be on 14/02/2023 at 11.00 a.m. in board room

The meeting is expected to be attended by all IQAC members.

AGENDA

- NACC Accreditation Process
- Departmental activity
- Admission promotion
- Library utilizations


Co-ordinator
10/2/23


Principal & Chairperson-IQAC

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Minutes of the Academic meeting

Meeting No. : 02

Date & Time: 14.02.2023 & 10:30AM




Venue : Board Room

Members Present

No	Composition	Category	Member
1.	Chair person	Head of the Institution	Dr.N.Sudha, Principal
2	Teachers to represent levels	Professor	Dr.Thangaraj, Civil
		Professor	Dr. M Mahendra Boopathi, Mech
		Asst. Professor	Mr.S.Prabhakaran,ECE
		Asst. Professor	Mr. R Mohanabalan, EEE
		Asst. Professor	Mrs.E.Dhanalakshmi, Maths
3.	One member from management	Management Representative	Mr.K.Rajagopalan, Chairman, CMS Educational and Charitable Trust
4.	Few senior administrative officers	Training and Placement Trainer	Mr.Hariprasath
		Librarian	Mrs.A.Mary Sheela
		Physical Director	Mr.B.Nithish
		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	Selvi.R.Subhasini, IV CSE
		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



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			Director, Fabtech Industries, Coimbatore 
		Nominee from stakeholders	Mrs.R.Sowbackiyawathi, Mother of Kanishka, II-CSE. 
7.	One of the senior teachers as the coordinator/director of the IQAC		Dr.Chitra Ganapathi, Prof & Head / CSE 

The IQAC Coordinator briefed about the agenda and welcomed everyone present in the meeting.

Points discussed and resolutions taken are as follows,

- **NACC Accreditation Process**

Work completed status of each criterion was discussed.

IIQA report submitted.

Expecting the NACC team to visit our campus by the month of June 2023.

- **Departmental activity**

Department activities are to be initiated for the academic year 2022-23

- **Admission promotion**

Promotional activities in schools are to be conducted like awareness programmes for engineering courses, career guidance programs etc.,

- **Library utilizations**

Improve library usage by our students and faculty.



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Action taken report

The following action has been taken for the IQAC meeting conducted on 20/07/2022,

Points Discussed	Action Taken
Academic Plan	Academic planning work has been completed and approved by IQAC
Internal Exam	Exam cell coordinator has taken the charge of conducting the internal exam. Question papers were set based on Blooms Taxonomy.
NACC Accreditation Process	IIQA work completed and report submitted.
MOOC Courses	Faculty members and students have participated in various online courses.
Departmental activity	All departments have conducted the required number of department activities.
NSS Activity	Conducted two activities.


Co-ordinator 14/7/22


Principal & Chairperson - IQAC

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