



# CMS COLLEGE OF ENGINEERING AND TECHNOLOGY

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

(ISO : 9001:2015 Certified)

Appachigundenpathy, Kummittipathi (PO), Coimbatore – 641 032.

## INTERNAL QUALITY ASSURANCE CELL

**Academic Year: 23-24 / Meet - 01**  
**IQAC Meeting No.:01**

Ref. No.: CMS CET/IQAC/23-24/01

Date: 03.07.2023

### 1<sup>st</sup> IQAC MEETING CIRCULAR

The following will be the agenda for IQAC Meeting to be held on 08.07.2023 at 02:30 p.m. in board room. All are requested to attend the same.

Agenda for the meeting:

1. Review on the parameters for the continuous improvement.
2. Faculty Publication and submission of proposals.
3. Placement training for the students.
4. Approval of Budget for the academic year 2023-2024.
5. Approval of Plan of action for the Academic year 2023-2024.
6. Course materials and Question Bank to the students.
7. Updating of Institution website.
8. Efforts on students Admission for the Academic Year 2023-2024.
9. Any other Matters.

  
IQAC Coordinator

  
Principal

Copy to:

Trust office.  
All HoDs.  
Manger / AO  
The Deputy Warden (Boys & Womens Hostel)  
IQAC Members & File.



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## INTERNAL QUALITY ASSURANCE CELL

**Academic Year: 23-24 / Meet - 01**  
**IQAC Meeting No.:01**

The First meeting of the Internal Quality Assurance Cell or the Academic year 2023-2024 was held on 08.07.2023 @ 02:30 p.m. in Board room.

### Members of the Committee:

- |  |                                   |
|--|-----------------------------------|
| 1. Dr.N.Sudha, Principal   | Chair person                      |
| 2. Mr.T.A.Venugopal<br>Secretary, CMS Educational & Charitable Trust                 | Management Representative         |
| 3. Dr.R.Thangaraj, HoD-Civil   | Professor                         |
| 4. Dr.Chitra Ganapathi, HoD-CSE  | Professor                         |
| 5. Dr.M.Mahendra Boopathi, HoD - MECH  | Professor                         |
| 6. Dr.C.Sajitha Begam, S&H   | Assistant Professor               |
| 7. Mr.S.Prabakaran, ECE  | Assistant Professor               |
| 8. Mr.R.Mohanabalan, EEE   | Assistant Professor               |
| 9. Mr.V.Hariprasath  | Training and Placement<br>Trainer |
| 10. Mrs.S.Mary Sheela  | Librarian                         |
| 11. Mr.B.Nithish   | Physical Director                 |
| 12. Mr.K.Lakshmikandhan  | NSS Coordinator                   |
| 13. Mr.K.Sivakumar<br>Joint Register / Managing Director, TUCAS, CBE                 | Nominee from Local Society        |
| 14. Ms.A.Anusri, IV CSE  | Nominee from Student              |
| 15. Mr.R.Suraj<br>Infosys, Chennai.  | Nominee from Alumni               |
| 16. Mr.Varghese N Ouseph, Associate Vice President,<br>Agape Diagnostics, Ernakulum. | Nominee from Employers            |
| 17. Mr.N.Velmurugan, Managing Director,<br>Fabtech Industries, Coimbatore.           | Nominee from Industrialists       |
| 18. Mrs.R.Sowbackiyawathi,<br>Mother of Kanishka, III ECE                            | Nominee from Stakeholders         |
| 19. Dr.M.Jayaprakash, Professor, ECE   | IQAC Coordinator                  |



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**Academic Year: 23-24 / Meet - 01**  
**IQAC Meeting No.:01**

## Minutes of the Meeting:

The Coordinator welcomed all the members for the 1<sup>st</sup> IQAC meeting.

1. The Academic Plan for the forth coming odd semester (2023-2024) is presented and finalized after getting suggestions from the members.
2. The members insisted that all the faculty members should publish at least one paper in Journals indexed in SCI/Scopus /UGC-CARE per semester. Faculty members are also requested to send proposals to various research agencies to get more grants. These parameters will help us to score good ranking in NIRF / Magazines.
3. All the department heads are informed to focus on Consultancy services and MoU activities.
4. Faculty members are informed to prepare Course material and Questions Bank for their courses and provide them to students.
5. Plan for training & placement was discussed and approved.
6. The strategic plan of R&D for academic year 2023-24 is presented and instructed to follow the same.
7. The workload for odd semester 2023-24 was reviewed and the details will be checked and approved by the Principal.
8. The budget for the year 2023-24 was reviewed and approved.
9. It has been decided that the plan of action of all clubs and associations may be reviewed.
10. All the departments shall initiate necessary steps to establish Centre of Excellence in the thrust areas during the year 2023 -24.
11. HoDs and Faculty members should motivate students to participate in events organized by other institutions.
12. Website shall be updated continuously with all the activities on time to time
13. Efforts may be put forth to improve the admission. The target is 100 % for this year.



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**Academic Year: 23-24 / Meet - 01**  
**IQAC Meeting No.:01**

14. Finally, the coordinator thanked all the members for their presence and the suggestions offered.

*M. J. P.*  
9/7/23  
Coordinator - IQAC

*m*  
9/7/23  
PRINCIPAL

Copy to:

Trust office.  
All HoDs.  
Manger / AO  
IQAC File.



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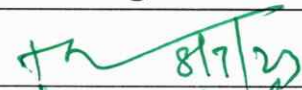


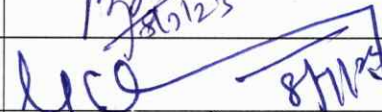
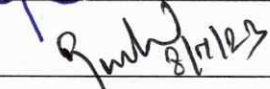
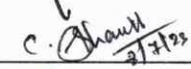

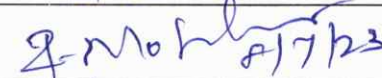

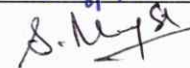






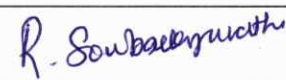
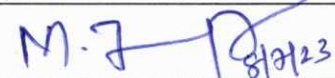
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Academic Year: 23-24 / Meet - 01  
IOAC Meeting No.:01

## IOAC - 1<sup>st</sup> Minutes of the Meeting- 08.07.2023 - Members Present:

S.No.	Name	Signature
1	Dr.N.Sudha, Principal	
2	Mr.T.A.Venugopal Secretary, CMS Educational & Charitable Trust	
3	Dr.R.Thangaraj, HoD-Civil	
4	Dr.Chitra Ganapathi, HoD-CSE	
5	Dr.M.Mahendra Boopathi, HoD - MECH	
6	Dr.C.Sajitha Begam, S&H	
7	Mr.S.Prabakaran, ECE	
8	Mr.R.Mohanabalan, EEE	
9	Mr.V.Hariprasath	
10	Mrs.S.Mary Sheela	
11	Mr.B.Nithish	
12	Mr.K.Lakshmikandhan	
13	Mr.K.Sivakumar Joint Register / Managing Director, TUCAS, CBE	
14	Ms.A.Anusri, IV CSE	
15	Mr.R.Suraj Infosys, Chennai.	
16	Mr.Varghese N Ouseph, Associate Vice President, Agape Diagnostics, Ernakulum.	ABSENT.
17	Mr.N.Velmurugan, Managing Director, Fabtech Industries, Coimbatore.	
18	Mrs.R.Sowbackiyawathi, Mother of Kanishka, III ECE	
19	Dr.M.Jayaprakash, Professor, ECE	



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## INTERNAL QUALITY ASSURANCE CELL

Academic Year: 23-24 / Meet - 02  
IQAC Meeting No.:02

Ref. No.: CMS CET/IQAC/23-24/06

Date: 12.01.2024

### 2<sup>ND</sup> IQAC MEETING CIRCULAR

The following will be the agenda for IQAC Meeting to be held on 23.01.2024 at 11:30 A.m. in board room. All are requested to attend the same.

Agenda for the meeting:

1. Action taken for meeting held on 08.07.2023.
2. Even Semester Academic plan.
3. Placement activities.
4. Admission cell progress and promotion activities.
5. Any other Matters.

  
12/1/24  
IQAC Coordinator

  
12/1/24  
Principal

Copy to:

Trust office.

All HoDs.

Manger / AO

The Deputy Warden (Boys & Womens Hostel)

IQAC Members & File.



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## INTERNAL QUALITY ASSURANCE CELL

**Academic Year: 23-24 / Meet – 02**  
**IQAC Meeting No.:02**

The Second meeting of the Internal Quality Assurance Cell for the Academic year 2023-2024 was held on 23.01.2024 @ 11:30 a.m. in Board room.

### Members of the Committee:

- |  |                                   |
|--|-----------------------------------|
| 1. Dr.N.Sudha, Principal   | Chair person                      |
| 2. Mr.K.Rajagopalan<br>Chairman, CMS Educational & Charitable Trust                  | Management Representative         |
| 3. Dr.R.Thangaraj, HoD-Civil   | Professor                         |
| 4. Dr.Chitra Ganapathi, HoD-CSE  | Professor                         |
| 5. Dr.M.Mahendra Boopathi, HoD - MECH  | Professor                         |
| 6. Dr.C.Sajitha Begam, S&H   | Assistant Professor               |
| 7. Mr.S.Prabakaran, ECE  | Assistant Professor               |
| 8. Mr.R.Mohanabalan, EEE   | Assistant Professor               |
| 9. Mr.V.Hariprasath  | Training and Placement<br>Trainer |
| 10. Mrs.S.Mary Sheela  | Librarian                         |
| 11. Mr.B.Nithish   | Physical Director                 |
| 12. Mr.K.Lakshmikandhan  | NSS Coordinator                   |
| 13. Mr.K.Sivakumar<br>Joint Register / Managing Director, TUCAS, CBE                 | Nominee from Local Society        |
| 14. Ms.A.Anusri, IV CSE  | Nominee from Student              |
| 15. Mr.R.Suraj<br>Infosys, Chennai.  | Nominee from Alumni               |
| 16. Mr.Varghese N Ouseph, Associate Vice President,<br>Agape Diagnostics, Ernakulum. | Nominee from Employers            |
| 17. Mr.N.Velmurugan, Managing Director,<br>Fabtech Industries, Coimbatore.           | Nominee from Industrialists       |
| 18. Mrs.R.Sowbackiyawathi,<br>Mother of Kanishka, III ECE                            | Nominee from Stakeholders         |
| 19. Dr.M.Jayaprakash, Professor, ECE   | IQAC Coordinator                  |



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**Academic Year: 23-24 / Meet - 02**  
**IQAC Meeting No.:02**

## **Minutes of the Meeting:**

The Coordinator welcomed all the members for the 1<sup>st</sup> IQAC meeting.

## **Action taken for Meeting held on 08.07.2023:**

- MoUs were signed with various organizations with our college.
- Faculty members published papers in SCI / Scopus indexed journals.
- Placement training was arranged for all the students and Placement drives were arranged for final year students.

## **Minutes:**

1. The principal presented the various activities conducted and achievements in the previous semester.
2. The Heads of the Department, Placement coordinator, Physical Director and NSS officer presented the department activities and achievements for the previous semester.
3. The Academic Plan for the forth coming even semester (2023-2024) is presented and finalized after getting suggestions from the members.
4. The reopening date for III & IV year students was scheduled on 01.02.2024.
5. Placement Coordinator informed the verbal communication classes will be conducted for second year students.
6. The Vision and Mission for the Information Technology Department was reviewed and finalized.
7. The status of NPTEL courses done by students and faculty members were also reviewed.
8. Faculty members are informed to prepare Course material and Questions Bank for their courses and provide them to students. MCQs can be prepared and provided.





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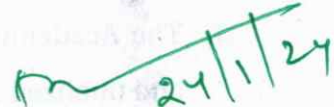
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**Academic Year: 23-24 / Meet - 02**  
**IQAC Meeting No.:02**

9. It is discussed to conduct various activities such as Add-on Course / Guest Lectures / Expert lectures under Professional Associations.
10. Mr.K.Rajagopalan, Chairman instructed to apply for NBA accreditation for the eligible courses.
11. Mr.K.Lakshmikandhan, NSS Coordinator informed that one week NSS program was planned in the month of April.
12. The Admission work progress for the academic year 2024-25 was presented and discussions were made for promotion activities and to increase admission.
13. Dr.N.Sudha, Principal instructed to start a course, "Artificial Intelligence and Machine learning" from the academic year 2024-25 and after discussion the committee members agrees to work for the course.
14. Finally, the coordinator thanked all the members for their presence and the suggestions offered.

  
Coordinator - IQAC

  
24/1/24  
PRINCIPAL

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All HoDs.  
Manger / AO  
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Academic Year: 23-24 / Meet - 02  
IQAC Meeting No.:02

## IQAC - 2<sup>nd</sup> Minutes of the Meeting- 23.01.2024 - Members Present:

S.No.	Name	Signature
1	Dr.N.Sudha, Principal	
2	Mr.T.A.Venugopal Secretary, CMS Educational & Charitable Trust	
3	Dr.R.Thangaraj, HoD-Civil	
4	Dr.Chitra Ganapathi, HoD-CSE	
5	Dr.M.Mahendra Boopathi, HoD - MECH	
6	Dr.C.Sajitha Begam, S&H	
7	Mr.S.Prabakaran, ECE	
8	Mr.R.Mohanabalan, EEE	
9	Mr.V.Hariprasath	
10	Mrs.S.Mary Sheela	
11	Mr.B.Nithish	
12	Mr.K.Lakshmikandhan	
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14	Ms.A.Anusri, IV CSE	
15	Mr.R.Suraj Infosys, Chennai.	
16	Mr.Varghese N Ouseph, Associate Vice President, Agape Diagnostics, Ernakulum.	
17	Mr.N.Velmurugan, Managing Director, Fabtech Industries, Coimbatore.	
18	Mrs.R.Sowbackiyawathi, Mother of Kanishka, III ECE	— ABSOUT. —
19	Dr.M.Jayaprakash, Professor, ECE	