



THENI MELAPETTAI HINDU NADARGAL URAVINMURAI
**NADAR SARASWATHI COLLEGE OF
ENGINEERING & TECHNOLOGY**



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

Ref.: NSCET / QIC/IQAC Meeting / 2018-19 / 01

04/06/2018

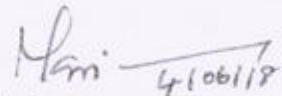
It is proposed to convene the QIC/IQAC meeting of Academic year 2018-19 Odd semester on 08/06/2018 at 10:00 AM in the Board Room. All the members of QIC/IQAC are requested to attend the meeting without fail.

AGENDA

- Welcome address
- Academic calendar
- Association Inauguration
- Value added courses for Odd Semester
- NSS Activities
- NPTEL courses
- New Library opening
- Teaching learning process
- Staff enrichment activities
- MOU with industries and institutes
- Internship, training and placement
- ERP Software
- Vote of thanks


QIC/IQAC Coordinators




Chair person / Principal

Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.

Copy To:

1. File of Joint Secretary
2. HOD's & QIC/IQAC committee Members
3. File




Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.



THENI MELAPETTAI HINDU NADARGAL URAVINMURAI

NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No. : 01

Date & Time : 08/06/2018 & 10:00AM

Venue: Board Room

Members Present:

S.NO	COMPOSITIONS OF QIC/IQAC	NAME AND DETAILS
1.	Chair person : Head of the Institution	<ul style="list-style-type: none">Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.
2.	Teachers to represent all level (Three to Eight)	<ul style="list-style-type: none">i) Mr. N. Nagarathinam M.E., Head /Civil.ii) Dr.A.Solairaj, ME., PhD, Head /CSE.iii) Dr. R. Athilingam M.E., Ph.D., Head /ECE.iv) Mr. Boopathi M.E. Head /EEE.v) Mr. A. Vembathu Rajesh M.E., Head /Mech.vi) Mr. J.Mathalairaj, M.E., (Ph.D.,) Head /S&H.
3.	One Member from the Management	<ul style="list-style-type: none">Mr. K.S. Kasiprabhu B.Sc., Joint Secretary, NSCET, Theni.
4.	Few Senior administrative Officers	<ul style="list-style-type: none">Mr. N. Mathavan M.E., (Ph.D.,) Vice Principal /Administration.
5.	Nominee from Local Society	<ul style="list-style-type: none">Mr.T.Rajamohan, B.Sc., General Secretary, TMHNU.
6.	Nominee from Students	<ul style="list-style-type: none">Mr. M.Yogeshwaran - CIVILMr.M. Subash - CSE
7.	Nominee from Alumni	<ul style="list-style-type: none">Mr. S. Harikishore M.E.,Mr. J. Eswaran M.E.,
9.	Nominee from Industrialist(s)	<ul style="list-style-type: none">Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design & Development, Ashok Leyland Technical Center, Chennai.
10	Nominee from Employer	<ul style="list-style-type: none">Mr.T.Lakshmichandranth, Founder & CTO, SystimaNX, Madurai.
11.	Coordinator of QIC/IQAC	<ul style="list-style-type: none">Dr.N.David Mathan, M.Sc, Ph.D., Associate Professor / S&HMr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.,), Assistant Professor / CSE.



Hani
Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.




NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

- The QIC/IQAC Coordinators welcomed the Chairperson and all the members of QIC/IQAC committee.

Agenda	Details of Discussion
Academic calendar	<ul style="list-style-type: none"> The chairperson discussed on academic schedule and insisted that it should be adhered strictly.
Association inauguration	<ul style="list-style-type: none"> The Chairperson instructed the HODs to inaugurate department association and plan for activities through it.
Value added courses for Odd Semester	<ul style="list-style-type: none"> Each department should plan for a value added course on recent technology and certificate to be provided after assessment
Teaching learning process	<ul style="list-style-type: none"> The Coordinators briefed the existing Teaching – Learning Process of NSCET with Standard Operating procedure.
Staff enrichment activities	<ul style="list-style-type: none"> Chairperson insisted faculty members to attend FDP, Conferences and Journal publications.
NPTEL	<ul style="list-style-type: none"> Chairperson insisted that students and faculty members should undergo NPTEL online courses
MOU with industries and institutes	<ul style="list-style-type: none"> The chairperson instructed the HODS to collaborate with Industries and educational institutions to sign MOU and linkage for the benefit of students and faculty members.
NSS Activities	<ul style="list-style-type: none"> NSS team should plan for activities regarding awareness and tree plantation
PMKVY	<ul style="list-style-type: none"> Chairperson insisted to take necessary steps to conduct PMKVY courses inside the campus
Internship, training and placement activities	<ul style="list-style-type: none"> Chairperson insisted that it is responsibility of HOD to make students undergo internship and the HODs should take necessary steps for it.
New library inauguration	<ul style="list-style-type: none"> Chairperson happily informed that the new library is under construction and it will be inaugurated within this academic year


Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.



NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

ERP Software usage	<ul style="list-style-type: none">The Chairperson reviewed the updated ERP Software adopted according to the regulation-17done
Others	<p>External members has given the following Suggestions:</p> <ul style="list-style-type: none">Periodically analyse and review the student's and faculty's performance.Encourage the students to participate in conference, workshop, seminars, and online courses etc.


QIC/IQAC Coordinators




Chair person / Principal

Copy To:

1. File of Joint Secretary
2. HOD's & QIC/IQAC committee Members
3. File

Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.




Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531.



NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

Meeting No. : 01

Date & Time : 08/06/2018 & 10:00AM

Venue: Board Room

Members Present:

S.NO	COMPOSITIONS OF QIC/IQAC	NAME AND DETAILS	SIGN
1.	Chair person : Head of the Institution	• Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.	<i>Mani</i>
2.	Teachers to represent all level (Three to Eight)	✓i) Mr. N. Nagarathinam M.E., Head /Civil. ✓ii) Dr.A.Solairaj, ME., PhD, Head /CSE. iii) Dr. R. Athilingam M.E., Ph.D., Head /ECE. iv) Mr. Boopathi M.E. Head /EEE. ✓v) Mr. A. Vembathu Rajesh M.E., Head /Mech. ✓vi) Mr. J.Mathalairaj, M.E., (Ph.D.) Head /S&H.	<i>[Handwritten signatures]</i>
3.	One Member from the Management	• Mr. K.S. Kasiprabhu B.Sc., Joint Secretary, NSCET, Theni.	<i>K.S. Kasiprabhu</i>
4.	Few Senior administrative Officers	• Mr. N. Mathavan M.E., (Ph.D.) Vice Principal /Administration.	<i>[Handwritten signature]</i>
5.	Nominee from Local Society	• Mr.T.Rajamohan, B.Sc., General Secretary, TMHNU.	<i>[Handwritten signature]</i>
6.	Nominee from Students	• Mr. M.Yogeshwaran - CIVIL • Mr.M. Subash - CSE	<i>[Handwritten signatures]</i>
7.	Nominee from Alumni	✓ Mr. S. Harikishore M.E., • Mr. J. Eswaran M.E.,	<i>[Handwritten signatures]</i>
9.	Nominee from Industrialist(s)	• Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design & Development, Ashok Leyland Technical Center, Chennai.	<i>[Handwritten signature]</i>
10.	Nominee from Employer	• Mr.T.Lakshmichandrakanth, Founder & CTO, SystemaNX, Madurai.	<i>[Handwritten signature]</i>
11.	Coordinator of QIC/IQAC	• Dr.N.David Mathan, M.Sc, Ph.D., Associate Professor / S&H • Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.), Assistant Professor / CSE.	<i>[Handwritten signatures]</i>

Mani
Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,

Principal

Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531

[Handwritten signature]
QIC/IQAC Coordinators

Mani
Chair person / Principal



Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,
Principal
Nadar Saraswathi College of
Engineering and Technology
Vadapudupatti, Theni-625 531



THENI MELAPETTAI HINDU NADARGAL URAVINMURAI

NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

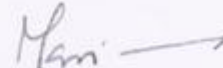
QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

The following action has been taken for the QIC/IQAC meeting conducted on 08.06.2018 at Board Room

Points Discussed	Action Taken
Association inauguration	<ul style="list-style-type: none">All the department associations were inaugurated in the month of august
Value added courses for Odd Semester	<ul style="list-style-type: none">Value added courses along with certificates were planned by each department
Staff enrichment activities	<ul style="list-style-type: none">Staff members participated in conferences and external FDP
NPTEL	<ul style="list-style-type: none">Students and staff members registered for NPTEL courses
NSS Activities	<ul style="list-style-type: none">Activities were planned and initiated with student volunteers
PMKVY	<ul style="list-style-type: none">The procedures to undertake PMKVY was initiated.
New library inauguration	<ul style="list-style-type: none">The new library Kamaraj Knowledge Centre was inaugurated on 12.12.2018
ERP Software usage	<ul style="list-style-type: none">Information to faculty members was given regarding update in ERP -CMS


QIC/IQAC Coordinators


Chair person / Principal



Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.
Principal
**Nadar Saraswathi College of
Engineering and Technology**
Vadapudupatti, Theni-625 531.

Copy To:

1. File of Joint Secretary
2. HOD's & QIC/IQAC committee Members
3. file




Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.
Principal
**Nadar Saraswathi College of
Engineering and Technology**
Vadapudupatti, Theni-625 531.