



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 / 02  
02/01/2019

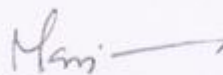
It is proposed to convene the QIC/IQAC meeting of Academic year 2018-19 Even semester on **08/01/2019** at 10:00 AM in the Board Room. All the members of QIC/IQAC are requested to attend the meeting without fail.

**AGENDA**

- Welcome address
- Association activities
- Value added courses for even Semester
- Journal publications
- Conference
- Annual day, sports day, pongal celebration
- EDC initiatives
- 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:

4. File of Joint Secretary
5. HOD's & QIC/IQAC committee Members
6. File



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



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Tamilnadu, India.

QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No. : 02

Date & Time : 08/01/2019 & 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"><li>• Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.</li></ul>
2.	Teachers to represent all level (Three to Eight)	<ul style="list-style-type: none"><li>vii) Mr. N. Nagarathinam M.E., Head /Civil.</li><li>viii) Dr.A.Solairaj, ME., PhD, Head /CSE.</li><li>ix) Dr. R. Athilingam M.E., Ph.D., Head /ECE.</li><li>x) Mr. Boopathi M.E. Head /EEE.</li><li>xi) Mr. A. Vembathu Rajesh M.E., Head /Mech.</li><li>xii) Mr. J.Mathalairaj, M.E., (Ph.D.,) Head /S&amp;H.</li></ul>
3.	One Member from the Management	<ul style="list-style-type: none"><li>• Mr. K.S. Kasiprabhu B.Sc., Joint Secretary, NSCET, Theni.</li></ul>
4.	Few Senior administrative Officers	<ul style="list-style-type: none"><li>• Mr. N. Mathavan M.E., (Ph.D.,) Vice Principal /Administration.</li></ul>
5.	Nominee from Local Society	<ul style="list-style-type: none"><li>• Mr.T.Rajamohan, B.Sc., General Secretary, TMHNU.</li></ul>
6.	Nominee from Students	<ul style="list-style-type: none"><li>• Mr. M.Yogeshwaran - CIVIL</li><li>• Mr.M. Subash - CSE</li></ul>
7.	Nominee from Alumni	<ul style="list-style-type: none"><li>• Mr. S. Harikishore M.E.,</li><li>• Mr. J. Eswaran M.E.,</li></ul>
9.	Nominee from Industrialist(s)	<ul style="list-style-type: none"><li>• Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design &amp; Development, Ashok Leyland Technical Center, Chennai.</li></ul>
10.	Nominee from Employer	<ul style="list-style-type: none"><li>• Mr.T.Lakshmichandranth, Founder &amp; CTO, SystemaNX, Madurai.</li></ul>
11.	Coordinator of QIC/IQAC	<ul style="list-style-type: none"><li>• Dr.N.David Mathan, M.Sc, Ph.D., Associate Professor / S&amp;H</li><li>• Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.), Assistant Professor / CSE.</li></ul>



  
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Tamilnadu, India.

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

Agenda	Details of Discussion
Association activities	<ul style="list-style-type: none"> <li>The Chairperson instructed the HODs to plan for activities through department association</li> </ul>
Value added courses for Even Semester	<ul style="list-style-type: none"> <li>Each department should plan for a value added course on recent technology and certificate to be provided after assessment</li> </ul>
Staff enrichment activities - Journal	<ul style="list-style-type: none"> <li>Chairperson insisted faculty members to publish more Journals.</li> </ul>
Conference	<ul style="list-style-type: none"> <li>Chairperson insisted that HODs to conduct conference in the college premises in a grand manner</li> </ul>
Annual day, Sports day and Pongal Celebration	<ul style="list-style-type: none"> <li>The chairperson informed that the Annual day, Sports day and Pongal Celebration will be conducted to promote extracurricular skills of students.</li> </ul>
EDC activities	<ul style="list-style-type: none"> <li>Chairperson insisted to take necessary steps to conduct events to encourage Entrepreneurship through EDC cell</li> </ul>

  
QIC/IQAC Coordinators



  
Chair person / Principal

**Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.,**  
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Copy To:

- File of Joint Secretary
- HOD's & QIC/IQAC committee Members
- File



  
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## QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

Meeting No. : 02

Date & Time : 08/01/2019 & 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>Handwritten signature</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>Handwritten signature</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. Lakshmi Chandrakanth, 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>

*Handwritten signature*  
Dr. C. MATHALAI SUNDARAM, M.E., M.B.A., Ph.D.

**Principal**

**Nadar Saraswathi College of Engineering and Technology  
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*Handwritten signatures*  
QIC/IQAC Coordinators

*Handwritten signature*  
Chair person / Principal

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

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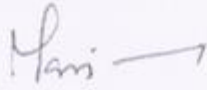
## QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

### ACTION TAKEN REPORT

The following action has been taken for the QIC/IQAC meeting conducted on 08.01.2019 at Board Room

Points Discussed	Action Taken
Association activities	<ul style="list-style-type: none"> <li>All the department associations were inaugurated and seminars and workshops for the benefit of students were conducted</li> </ul>
Value added courses for Even Semester	<ul style="list-style-type: none"> <li>Value added courses along with certificates were planned by each department</li> </ul>
Staff enrichment activities - Journal	<ul style="list-style-type: none"> <li>Staff members and students published in journals and more than 40 journals were published in the academic year</li> </ul>
Conference	<ul style="list-style-type: none"> <li>Conference was conducted in the month of march</li> </ul>
Annual day, Sports day and Pongal Celebration	<ul style="list-style-type: none"> <li>Annual day and Sports day was conducted in the month of March</li> <li>Pongal Celebration was held in January</li> </ul>
EDC activities	<ul style="list-style-type: none"> <li>Workshops and guest lectures for awareness of Entrepreneurship was conducted</li> </ul>

  
QIC/IQAC Coordinators

  
Chair person / Principal



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3. File of Joint Secretary
4. HOD's & QIC/IQAC committee Members
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QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

## CIRCULAR

Ref.: NSCET / QIC/IQAC Meeting / 2019-20 / 01

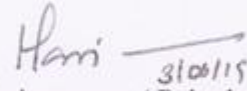
03/06/2019

It is proposed to convene the QIC/IQAC meeting of Academic year 2018-19 Odd semesters on **07/06/2019** 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
- Dr.Kalam Awards – project initiative
- IPR awards – appreciation
- Kamaraj Birthday Celebration 2019
- Cultural Festival – Waves 2019
- NITTR Workshop
- PTA - meeting
- Vote of thanks

  
QIC/IQAC Coordinators

  
Chair person / Principal



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## QUALITY IMPROVEMENT CELL / INTERNAL QUALITY ASSURANCE CELL

### MINUTES OF THE MEETING

Meeting No: 03

Date & Time: 07/06/2019 & 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"> <li>Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.</li> </ul>
2.	Teachers to represent all level (Three to Eight)	<ul style="list-style-type: none"> <li>i) Mr. N. Nagarathinam M.E., Head /Civil.</li> <li>ii) Dr.A.Solairaj, ME., PhD, Head /CSE.</li> <li>iii) Dr. R. Athilingam M.E., Ph.D., Head /ECE.</li> <li>iv) Mr. Boopathi M.E. Head /EEE.</li> <li>v) Mr. A. Vembathu Rajesh M.E., Head /Mech.</li> <li>vi) Mr. J.Mathalairaj, M.E. (Ph.D.,) Head /S&amp;H.</li> </ul>
3.	One Member from the Management	<ul style="list-style-type: none"> <li>Mr. K.S. Kasiprabhu B.Sc., Joint Secretary, NSCET, Theni.</li> </ul>
4.	Few Senior administrative Officers	<ul style="list-style-type: none"> <li>Mr. N. Mathavan M.E. (Ph.D.,) Vice Principal /Administration.</li> </ul>
5.	Nominee from Local Society	<ul style="list-style-type: none"> <li>Mr.T.Rajamohan, B.Sc., General Secretary, TMHNU.</li> </ul>
6.	Nominee from Students	<ul style="list-style-type: none"> <li>Mr. M.Yogeshwaran - CIVIL</li> <li>Mr.M. Subash - CSE</li> </ul>
7.	Nominee from Alumni	<ul style="list-style-type: none"> <li>Mr. S. Harikishore M.E.,</li> <li>Mr. J. Eswaran M.E.</li> </ul>
9.	Nominee from Industrialist(s)	<ul style="list-style-type: none"> <li>Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design &amp; Development, Ashok Leyland Technical Center, Chennai.</li> </ul>
10	Nominee from Employer	<ul style="list-style-type: none"> <li>Mr.T.Lakshmichandrakanth, Founder &amp; CTO, SystimaNX, Madurai.</li> </ul>
11.	Coordinator of QIC/IQAC	<ul style="list-style-type: none"> <li>Dr.N.David Mathan, M.Sc, Ph.D., Associate Professor / S&amp;H</li> <li>Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.,) Assistant Professor / CSE.</li> </ul>



*Man*  
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- The QIC/IQAC Coordinators welcomed the chair person and all the members.



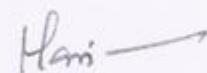
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Agenda	Details of Discussion
Academic calendar	<ul style="list-style-type: none"> <li>The chairperson discussed on academic schedule and insisted that it should be adhered strictly.</li> </ul>
Association inauguration	<ul style="list-style-type: none"> <li>The Chairperson instructed the HODs to inaugurate department association and plan for activities through it.</li> </ul>
Value added courses for Odd Semester	<ul style="list-style-type: none"> <li>Each department should plan for a value added course on recent technology and certificate to be provided after assessment and evaluation</li> </ul>
Dr.Kalam Awards – project initiative	<ul style="list-style-type: none"> <li>The Chairperson insisted the HODs to motivate the students to participate in Dr.Kalam young Achievers award.</li> </ul>
IPR awards – appreciation	<ul style="list-style-type: none"> <li>The chairperson appreciated R &amp; D cell for getting IPR awards from Anna University, Chennai</li> </ul>
Kamaraj Birthday Celebration 2019	<ul style="list-style-type: none"> <li>The management has decided to celebrate Kamarajar birthday celebration in association with Sister Concerns and staff members are request to extend their support</li> </ul>
Cultural Festival – Waves 2019	<ul style="list-style-type: none"> <li>The chairperson informed that the Waves 2019 will be conducted in Odd semester.</li> </ul>
NITTTR Workshop	<ul style="list-style-type: none"> <li>The chairperson insisted the HODs that all faculty members must attend one week workshop on NBA Accreditation organized by NITTTR Kolkatta.</li> </ul>
PTA meeting	<ul style="list-style-type: none"> <li>The chairperson insisted the HODs to organize Parents teachers association meeting with PTA club and explain the activities of NSCET and receive grievances and suggestions(if any) from parents</li> </ul>

  
QIC/IQAC Coordinators

  
Chair person / Principal

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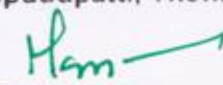
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Meeting No: 03

Date & Time: 07/06/2019 & 10:00AM

Venue: Board Room

Members Present:

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1.	Chair person / Head of the Institution	• Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.	<i>Ham</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., 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>Yogesh Subash</i>
7.	Nominee from Alumni	✓ Mr. S. Harikishore M.E., • Mr. J. Eswaran M.E.,	<i>[Handwritten signature]</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.Lakshnichandrakanth, Founder & CTO, SystimaNX, Madurai.	<i>Laksh</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, (Ph.D.,) Assistant Professor / S&H	<i>[Handwritten signature]</i>

*[Handwritten signature]*  
QIC/IQAC Coordinator



*Ham*  
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*Ham*  
Chair person / Principal

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## QUALITY IMPROVEMENT CELL/ INTERNAL QUALITY ASSURANCE CELL (QIC/IQAC)

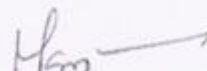
### ACTION TAKEN REPORT

The following action has been taken for the QIC / IQAC meeting conducted on 07.06.2019 at Board Room

Points Discussed	Action Taken
Association inauguration	<ul style="list-style-type: none"> <li>All the department associations were inaugurated in the month of august</li> </ul>
Value added courses for Odd Semester	<ul style="list-style-type: none"> <li>Value added courses along with certificates were planned by each department</li> </ul>
Dr.Kalam Awards – project initiative	<ul style="list-style-type: none"> <li>Students participated in Kalam awards project competition and the college Won best College 2019 Awards</li> </ul>
Kamaraj Birthday Celebration 2019	<ul style="list-style-type: none"> <li>The function was celebrated on 15.07.2019</li> </ul>
Cultural Festival – Waves 2019	<ul style="list-style-type: none"> <li>The cultural festival was celebrated on 05.10.2019</li> </ul>
NITTTTR Workshop	<ul style="list-style-type: none"> <li>All faculty members attended the workshop and got certification</li> </ul>
PTA Meeting	<ul style="list-style-type: none"> <li>The PTA meeting was organized and conducted on 05.09.2019</li> </ul>

  
QIC/IQAC Coordinators



  
Chair person / Principal

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