



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



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai
ISO 9001 : 2015 Certified Institution
Vadapudupatti, Annanji (po), Theni - 625 531,
Tamilnadu, India.

INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

Ref.: NSCET / IQAC Meeting / 2022-23 / 02

11/01/2023

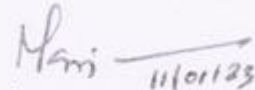
It is proposed to convene the second IQAC meeting of Academic year 2022-23 on **20/01/2023** at 10:30 AM in the Board Room. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Welcome address
- Value added courses for Even Semester
- Teaching learning process – class committee meeting
- Staff enrichment activities – R & D activities
- NAAC Accreditation process
- ISO Certification process - appreciation
- Product Expo and Science Day
- Extracurricular activities and Sports events
- Alumni interaction
- Vote of thanks


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

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2. HOD's & IQAC committee Members
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INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING

Meeting No. : 04

Date & Time : 20/01/2023 & 10:30AM

Venue: Board Room

Members Present:

S.NO	COMPOSITIONS OF IQAC	NAME AND DESIGNATION DETAILS
1.	Chair person	1. Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.
2.	Coordinators of IQAC	1. Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.,) A P / CSE. 2. Dr.N.David Mathan, M.Sc, Ph.D., Professor / Chemistry 3. Dr. R. Athilingam,M.E, Ph.D., Associate Professor/EEE
3.	Teachers to represent all level	✓ 1. Dr. M. Sathya M.Tech., M.B.A.,Ph.D., HOD/IT, Vice Principal (Academic) ✓ 2. Dr. C. Karthikeyan M.A.,B.Ed., CELTA.,Ph.D., Training and Placement Officer ✓ 3. Dr.E.Ananthkrishnan Ph.D., HOD/Civil ✓ 4. Mr. J.Mathalairaj, M.E., (Ph.D.,) HOD /CSE ✓ 5. Dr.Pandi Maharajan M.E., Ph.D., HOD/EEE ✓ 6. Dr.B.Radhakrishnan M.E., Ph.D., HOD/Mech ✓ 7. Mr. C.Prathap M.E., (Ph.D.,) HOD /S&H ✓ 8. Dr. C. Chithra M.Sc.,M.Phil.,PGDCA.,B.Ed., Ph.D., Co-ordinator /S& H ✓ 9. Mr. L.S. Vignesh M.E.,(Ph.D), HOD/AI & DS
4.	Member from the Management	1. Mr. A.Rajkumar,B.B.A., Secretary, NSCET, Theni.
5.	Senior administrative Officers	✓ 1. Mr. N. Mathavan M.E., (Ph.D.,) HOD/ECE, Vice Principal (Admin)
6.	Nominee from Local Society	1. Mr.T.Rajamohan, B.Sc., President, TMHNU.
7.	Nominee from Students	1. Mr. N.Sivabalan - ECE 2. Ms. R. Prathiksha - CIVIL
8.	Nominee from Alumni	✓ 1. Mr.A.VennimalaiRajan M.E., AP/Mech ✓ 2. Ms.M.Kanimozhi M.E, AP/Civil
9.	Nominee from Industrialist(s)	1. Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design & Development, Department of Engine & Exhaust After Treatment System, Ashok Leyland Technical Center, Chennai.
10.	Nominee from Employer	1. Mr.T.Lakshmichandrankanth, Founder & CTO, SystimaNX, Madurai.
11.	Nominee from Stakeholders	1. Dr. J. Thirugan Assistant Professor, Dindigul Engineering College, Dindigul. 2. Dr. S. Varaniani, Professor, Sethu Institute of Technology, Vadapudupatti, Theni-625 531.



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NADAR SARASWATHI COLLEGE OF ENGINEERING & TECHNOLOGY



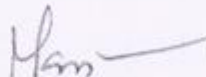
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The IQAC Coordinators welcomed the Chairperson and all the members of IQAC committee.

Agenda	Details of Discussion
Value added courses for Even Semester	<ul style="list-style-type: none">Each department should plan for a value added course on recent technology in core subjects
Teaching learning process – Class Committee meeting	<ul style="list-style-type: none">The class committee meetings with students should be planned. Chairperson insisted IQAC to initiate the process
Staff enrichment activities R & D activities	<ul style="list-style-type: none">Chairperson discussed research and development activities of faculty members. He insisted R & D cell to take firm steps to improvise research activities
NAAC Accreditation process	<ul style="list-style-type: none">The chairperson instructed the HODS to complete the criteria wise NAAC program files.
ISO Certification process - appreciation	<ul style="list-style-type: none">The chairperson appreciated IQAC team for getting ISO 9001:2015 Certification
Product expo and Science day	<ul style="list-style-type: none">The chairperson informed that the Project expo will be conducted in a grand manner and HODs should motivate students to bring out innovative ideas
Extra Curricular activities and sports events	<ul style="list-style-type: none">The cultural festival and sports day is planned to be conducted in this academic semester.
Alumni interaction	<ul style="list-style-type: none">The chairperson insisted the alumni cell to be in contact with alumni and events to be planned


IQAC Coordinators





Chair person / Principal

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

Principal

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

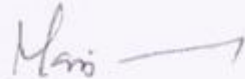
ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 20.10.2023 at Board Room

Points Discussed	Action Taken
<ul style="list-style-type: none">Value added course on recent technology in core subjects	<ul style="list-style-type: none">Value added courses were scheduled and conducted
<ul style="list-style-type: none">Class committee meetings	<ul style="list-style-type: none">Class committee meeting were conducted and actions were taken for greivences
<ul style="list-style-type: none">Criteria wise NAAC program files.	<ul style="list-style-type: none">NAAC criteriawise committee was framed and works are in progress
<ul style="list-style-type: none">ISO 9001:2015 Certification	<ul style="list-style-type: none">The details of certification was revealed to the stake holders
<ul style="list-style-type: none">Product expo and Science day 2023	<ul style="list-style-type: none">Product expo was conducted on 25.02.2023 in a grand manner
<ul style="list-style-type: none">The cultural festival and sports day is planned to be conducted in this academic semester.	<ul style="list-style-type: none">Waves 2023 and sports meet were conducted
<ul style="list-style-type: none">The chairperson insisted the alumni cell to be in contact with alumni and events to be planned	<ul style="list-style-type: none">Alumni meeting was conductedEminent Alumni were invited as chief guest for Product expo, annual day and cultural events and honoured.


IQAC Coordinators




Chair person / Principal

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INTERNAL QUALITY ASSURANCE CELL

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Ref.: NSCET / IQAC Meeting / 2022-23 / 01

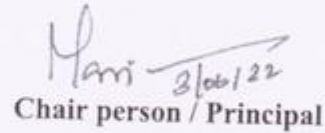
03/06/2022

It is proposed to convene the first IQAC meeting of Academic year 2022-23 on **08/06/2022** at 10:30 AM in the Board Room. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Welcome address
- Introduction of IQAC members and discussion on role of IQAC
- Academic calendar
- Value added courses for Odd Semester
- Teaching learning process
- Staff enrichment activities
- Theme of the Academic year 2022-23
- NAAC Accreditation process
- ISO Certification process
- MOU with industries and institutes
- Quality of Project work
- Internship, training and placement
- ERP Software usage
- Vote of thanks


IQAC Coordinators


Chair person / Principal



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No. : 03

Date & Time : 08/06/2022 & 10:30AM

Venue: Board Room

Members Present:

S.NO	COMPOSITIONS OF IQAC	NAME AND DESIGNATION DETAILS
1.	Chair person	1. Dr. C. Mathalai Sundaram M.E., Ph.D., Principal, NSCET, Theni.
2.	Coordinators of IQAC	1. Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.) AP / CSE. 2. Dr.N.David Mathan, M.Sc, Ph.D., Professor / Chemistry 3. Dr. R. Athilingam,M.E, Ph.D., Associate Professor/EEE
3.	Teachers to represent all level	1. Dr. M. Sathya M.Tech., M.B.A.,Ph.D., HOD/IT, V P (Academic) 2. Dr. C. Karthikeyan M.A.,B.Ed., CELTA.,Ph.D., TPO 3. Dr.E.Ananthakrishnan Ph.D., HOD/Civil 4. Mr. J.Mathalairaj, M.E., (Ph.D.) HOD /CSE 5. Dr.Pandi Maharajan M.E., Ph.D., HOD/EEE 6. Dr.B.Radhakrishnan M.E., Ph.D., HOD/Mech 7. Mr. C.Prathap M.E., (Ph.D.) HOD /S&H 8. Dr. C. Chithra M.Sc.,M.Phil.,PGDCA.,B.Ed., Ph.D., Co-ordinator /S& H 9. Mr. L.S. Vignesh M.E.,(Ph.D), HOD/AI & DS
4.	Member from the Management	1. Mr. A.Rajkumar,B.B.A., Secretary, NSCET, Theni.
5.	Senior administrative Officers	1. Mr. N. Mathavan M.E., (Ph.D.) HOD/ECE, Vice Principal (Admin)
6.	Nominee from Local Society	1. Mr.T.Rajamohan, B.Sc., President, TMHNU.
7.	Nominee from Students	1. Mr. N.Sivabalan - ECE 2. Ms. R. Prathiksha - CIVIL
8.	Nominee from Alumni	1. Mr.A.VennimalaiRajan M.E., AP/Mech 2. Ms.M.Kanimozhi M.E, AP/Civil
9.	Nominee from Industrialist(s)	1. Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design & Development, Department of Engine & Exhaust After Treatment System, Ashok Leyland Technical Center, Chennai.
10.	Nominee from Employer	1. Mr.T.Lakshmichandrakanth, Founder & CTO, SystimaNX, Madurai.
11.	Nominee from Stakeholders	1. Dr. J. Thivya, Assistant Professor, University College of Engineering, Dindigul 2. Dr. S.Sivaranjani, Professor, Sethu Institute of Technology.



Man
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- The IQAC Coordinators welcomed the Chairperson and all the members of IQAC committee.
- The IQAC Chairperson Dr.C.Mathalai Sundaram introduced the new composition of IQAC Committee.

Agenda	Details of Discussion
Functioning of IQAC	<ul style="list-style-type: none">• The Coordinators briefed the objectives and functions of IQAC.• He also expressed the need for centralized document repository.• The external members wished the coordinators
Academic calendar	<ul style="list-style-type: none">• The chairperson discussed on academic schedule and insisted that it should be adhered strictly.
Value added courses for Odd Semester	<ul style="list-style-type: none">• Each department should plan for a value added course on recent technology which can support students in placement• He has given suggestion on insertion of skill based technical programs in the department calendar.
Teaching learning process	<ul style="list-style-type: none">• The Coordinators briefed the existing Teaching – Learning Process of NSCET with Standard Operating procedure.• To improve the quality of Teaching – Learning Process faculty are suggested to utilize ICT tools.
Staff enrichment activities	<ul style="list-style-type: none">• Chairperson discussed about the revised remuneration procedure for encouraging faculty members to attend FDP, Conferences and Journal publications.
Theme of the Academic year 2022-23	<ul style="list-style-type: none">• It is planned to decide the theme of year 2022-23 and announce during Independence Day 2022.• Chairperson insisted IQAC coordinators to identify the theme by getting suggestions from students.
NAAC Accreditation process	<ul style="list-style-type: none">• The chairperson instructed the HODS to complete the criteria wise NAAC program files.
ISO Certification process	<ul style="list-style-type: none">• The chairperson insisted the IQAC coordinators to initiate ISO Certification process
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.
Quality of Project work	<ul style="list-style-type: none">• The chairperson insisted the HODs to choose projects based on real time applications
Internship, training and placement activities	<ul style="list-style-type: none">• Chairperson insisted that all the students must undergo internship and the HODs should take necessary steps for it along with placement cell.



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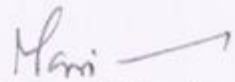
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	<ul style="list-style-type: none">• Placement cell should focus on placing all the final year students in this academic year in reputed industries.
ERP Software usage	<ul style="list-style-type: none">• The Chairperson reviewed the updated ERP Software adopted according to the regulation-21 done
Others	External members has given the following Suggestions: <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.• Based on the performance rewards may be given to encourage their contribution.


IQAC Coordinators


Chair person / Principal



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INTERNAL QUALITY ASSURANCE CELL

Meeting No. : 03

Date & Time : 08/06/2022 & 10:30AM

Venue: Board Room

S.NO	IQAC MEMBERS	NAME AND DESIGNATION	SIGNATURE
1.	Chair person	Dr. C. Mathalai Sundaram M.E., Ph.D., Principal.	
2.	Coordinators IQAC	Mr. R. Udhaya Kumar, M.E., MBA(ITM),(Ph.D.) AP / CSE.	
3.		Dr.N.David Mathan, M.Sc, Ph.D., Professor / Chemistry	
4.		Dr. R. Athilingam, M.E, Ph.D., Associate Professor/EEE	
5.	Teachers to represent all level	Dr. M. Sathya M.Tech.,M.B.A.,Ph.D., HOD/IT, VP (Academic)	
6.		Dr. C. Karthikeyan M.A.,B.Ed., CELTA.,Ph.D., TPO	
7.		Dr.E.Ananthakrishnan Ph.D., HOD/Civil	
8.		Mr. J.Mathalairaj, M.E., (Ph.D.) HOD /CSE	
9.		Dr.M. Pandi Maharajan M.E., Ph.D., HOD/EEE	
10.		Dr.B.Radhakrishnan M.E., Ph.D., HOD/Mech	
11.		Mr. C.Prathap M.E., (Ph.D.) HOD /S&H	
12.		Dr. C. Chithra M.Sc.,M.Phil.,PGDCA., Ph.D., Co-ordinator /S& H	
13.		Mr. L.S. Vignesh M.E.,(Ph.D), HOD/AI & DS	
14.	Member from the Management	Mr. A.Rajkumar,B.B.A., Secretary, NSCET, Theni.	
15.	Senior AO	Mr. N. Mathavan M.E., (Ph.D.) HOD/ECE, VP (Admin)	
16.	Nominee from Local Society	Mr.T.Rajamohan, B.Sc., President, TMHNU.	
17.	Nominee from Students	Mr. N.Sivabalan - EC	
18.		Ms. R. Prathiksha - CIVIL	
19.	Nominee from Alumni	Mr.A.VennimalaiRajan M.E., AP/Mech	
20.		Ms.M.Kanimozhi M.E, AP/Civil	
21.	Nominee from Industrialist(s)	Dr.S.Karthikeyan, Divisional Manager, Project Lead, Design & Development, Department of Engine & Exhaust After Treatment System, Ashok Leyland Technical Center, Chennai.	
22.	Nominee from Employer	Mr.T.Lakshmichandrakanth, Founder & CTO, Systina X, Madurai	
23.	Nominee from Stakeholders	Dr. J. Thivya, Assistant Professor, University College of Engineering, Dindigul	
24.		Dr. S.Sivaranjani, Professor, Anna Institute of Technology	

IQAC Coordinators

Chair person / Principal

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 08.06.2022 at Board Room

Points Discussed	Action Taken
<ul style="list-style-type: none">Academic schedule	<ul style="list-style-type: none">Institutional academic calendar and departmental events schedule was framed and adhered
<ul style="list-style-type: none">Value added course on recent technology which can support students in placement	<ul style="list-style-type: none">Value added courses were conductedSkill based training programs were scheduled and conducted
<ul style="list-style-type: none">To improve the quality of Teaching – Learning Process faculty are suggested to utilize ICT tools.	<ul style="list-style-type: none">Faculty members were insisted to utilize ICT tools for academic purpose
<ul style="list-style-type: none">Revised remuneration procedure for encouraging faculty members to attend FDP, Conferences and Journal publications.	<ul style="list-style-type: none">Faculty members were approved with financial support to attend FDP and development activities
<ul style="list-style-type: none">It is planned to decide the theme of year 2022-23 and announce during Independence Day 2022.	<ul style="list-style-type: none">The theme was decided as “YEAR OF INTEGRITY”
<ul style="list-style-type: none">NAAC program files preparation	<ul style="list-style-type: none">NAAC criteriawise committee was framed and works are in progress
<ul style="list-style-type: none">ISO Certification process	<ul style="list-style-type: none">ISO certification process was initiated by IQAC team
<ul style="list-style-type: none">Collaborate with Industries and educational institutions to sign MOU and linkage for the benefit of students and faculty members.	<ul style="list-style-type: none">Initiatives were taken to collaborate with industries with the support of placement cell
<ul style="list-style-type: none">Updated ERP Software adopted according to the regulation-21	<ul style="list-style-type: none">All faculty members were informed to utilize ERP Software with recent updates

IQAC Coordinators



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