



# **solamalai**

## **COLLEGE OF ENGINEERING**

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)  
S.V. Raja Nagar, Veerapanjan, Sivagangai Road, Madurai-625020

DATE: 29.07.2020

### INTERNAL QUALITY ASSURANCE CELL

#### CIRCULAR

SCE/IQAC/MOM/2020-2021/01

The Internal Quality Assurance Cell meeting for the academic year 2020-2021 will be convened on 05.08.2020 at 2.00pm-3.00pm in the Principal's chamber. All the IQAC members are hereby to attend the meeting without fail.

#### AGENDA OF MEETING:

1. Welcome and Introductory Remarks
2. Half Yearly Report of Activities of the College
3. Feedback Analysis and Report
4. Collaborative Quality Initiatives
5. Other Quality Initiatives
6. E-Governance policy and ERP implementation
7. Department Events & Programs
8. Awards and Recognition
9. Add on courses
10. Mentoring System
11. Placement
12. Awareness Program on COVID 19
13. IQAC Members revised List
14. Vote of Thanks


  
29/7/20  
IQAC COORDINATOR

  
29/7/20  
PRINCIPAL & CHAIR PERSON -IQAC

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Principal  
Solamalai College of Engineering  
Madurai-625 020, Tamilnadu.



  
Principal  
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### **INTERNAL QUALITY ASSURANCE CELL** **Minutes of Meeting - 05.08.2020**

Date: 05.08.2020

Time: 2.00pm-3.00pm

#### **Points Discussed:**

1. The Chair person welcomed all for the IQAC meeting and the following points were deliberated in the meeting.
  - Briefly described the importance of IQAC for an educational institution
2. The Chair person presented a half yearly report of 2020-2021 academic year odd semester and discussed about events, programs conducted & achievements by various departments.
  - Suggestions and Comments were made by the council for further betterment of future activities.
3. Feedback on Academic performance and ambience of the institution from various stake holders such as Students, Teachers, Employers & Alumni and its action taken report was reviewed. The members appreciated the following positive points as a consolidated report from the various stakeholders.
  - Teachers clarify student's queries inside and outside the classes.
  - The initiatives towards co-curricular activities helped in nurturing natural talents and achieving accolades.
  - Institute provided career development, personality development, communication skills development, employability skill development programs and enabled good placements.

And also the members discussed on the following gaps for improvement based on the feedback report and suggested actions to be taken.

  - Special training classes to bridge the industry – academic gap.
4. The committee insisted all the faculty for Collaborative Quality Initiatives with other Institutions and Industries for the betterment of themselves as well as for the institution.
5. The committee requested the Governing Council for initiative process of getting ISO and ARRIA Certificate for the institution.
6. The committee requested to the governing council to encourage paperless administration process it has been decided to implement ERP software for E-Governance from next academic year.
7. It was planned to follow academic 2020-2021 schedule effectively
  - Principal insisted all the department heads to conduct at least one National/International Conferences for an academic year as well as Workshop, Seminar, Faculty Development Program, Webinars.
  - All faculty members are insisted to publish a paper/book.
  - The Head of each department were told to prepare the perspective plan for all programs & events.



Solamalai College of Engineering  
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8. The council appreciated,
  - Mr.R.Muneeswaran, Faculty-Department of Mechanical has submitted his Thesis.
  - A.Ajay, II<sup>nd</sup> year Civil & L.Kumar, III<sup>rd</sup> year Civil secured 1<sup>st</sup> Rank in the University Exams.
9. In order to bridge the gap between academia and industry for the student's betterment it has been decided to conduct more Add on courses effectively in online as scheduled.
10. Student mentors were asked to care about the students and may support for their skills improvement.
11. The committee planned to schedule placement activities for final year students.
12. Covid-19 is spreading fast across the Globe; Steering Committee has decided to conduct online webinar to create awareness on Prevention on Covid-19
13. New IQAC members are replaced for those who have relived from the college and responsibilities. The revised IQAC members list will be circulated and it will be in effect from the academic year 2020-2021.
14. IQAC coordinator proposed the vote of thanks.


  
29/12/20  
IQAC COORDINATOR

  
PRINCIPAL & CHAIR PERSON -IQAC

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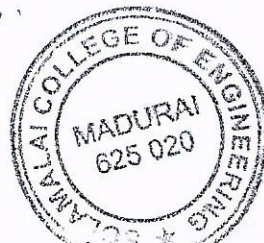
### INTERNAL QUALITY ASSURANCE CELL

Date: 05.08.2020

Time: 2.00pm-3.00pm

S.NO	COMPOSITION CRITERIA SPECIFIED BY NAAC	MEMBERS NAME	SIGNATURE
1	Chairperson: Head of the Institution	Dr.M.Santhi Principal-SCE	<i>M.M. 5/8/20</i>
2	Teachers to represent all levels (Assistant Professor and Associate Professor) (Three to Eight)	Dr.K.Jalal Deen, AP (SG) - ECE Dr.R.Muneeswaran, HOD - MECH Mr.K.Letcham, HOD - CIVIL Mr.P.Rajasekar, AP - EEE Dr.B.John Wilson, HOD - MBA Mrs.M.Karthiyayini, AP - MATHS	<i>K. Jeyaraj 5/8/20</i> <i>P. Rajasekar 5/8/20</i> <i>B. John Wilson 3/8</i> <i>M. Karthiyayini 5/8/20</i>
3	Member from the Management	Thiru S.P.Aravind Executive Director	<i>S.P. Aravind</i>
4	Administrative officers	Mr.T.Sudhakaran, A.O. Mr.Raguram Jeeva, A.I.	<i>T. Sudhakaran</i>
5	Nominee from local society	Mr.Kalaimani, Civil Engineer, Anadarkottam.	<i>Kalaimani 5/8/20</i>
	Nominee from Students	Jenita Agnes.J UG Second Year CSE Department Vigneswaran, PG First Year Soil Mechanics and Foundation Engineering	<i>J. Jenita Agnes 5/8/20</i> <i>Vigneswaran</i>
	Nominee from Alumni	Dr.M.Balamurali, M.E, PhD, Thiagaraja College of Engineering, Madurai	<i>M. Balamurali 5/8/20</i>
6	Nominee from Employers	Mr.S.Ananda Kumar, Mozhi Training and Management Solution, Madurai.	<i>S. Ananda Kumar</i>
	Nominee from Industrialist	Mr.R.Ananda Prabhu, Managing Director, YaaRaa Technologies, Madurai.	<i>R. Ananda Prabhu 5/8/20</i>
7	Coordinator of the IQAC	Dr.C.Seelammal HOD-CSE/SCE	<i>C. Seelammal</i>

*C. Seelammal*  
IQAC COORDINATOR



*M.M. 5/8/20*  
PRINCIPAL & CHAIR PERSON - IQAC  
Principal  
Solamalai College of Engineering  
Madurai-625 020, Tamilnadu

*M.M. 5/8/20*  
Principal  
Solamalai College of Engineering



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DATE: 04.01.2021

### **INTERNAL QULAITY ASSURANCE CELL**

#### **CIRCULAR**

SCE/IQAC/MOM/2020-2021/02

The Internal Quality Assurance Cell meeting for the academic year 2020-2021 will be convened on 20.01.2021 at 2.00pm-3.00pm in the Principal's chamber. All the IQAC members are hereby to attend the meeting without fail.

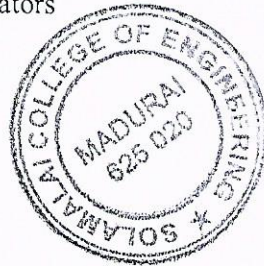
#### **AGENDA OF MEETING:**

1. Welcome and Introductory Remarks
2. Collaborative Quality Initiatives Activity
3. ERP Software
4. Other Quality Initiative Process
5. Appreciation on IIC Star Rating
6. Academic and Administrative Audit Report
7. First Year – Student Induction Programme
8. Feedback Analysis and Report
9. Vote of Thanks.

  
IQAC COORDINATOR


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### **INTERNAL QUALITY ASSURANCE CELL**

**Minutes of Meeting – 20.01.2021**

Date: 20.01.2021

Time: 2.00pm-3.00pm

#### **Points Discussed:**

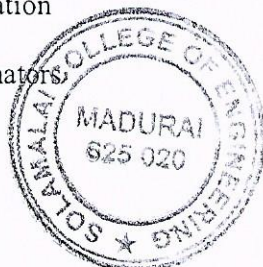
1. The IQAC Co-ordinator welcomed the gathering and briefed about the meeting agenda. The following points were discussed in the meeting.
  - The Chairperson welcomed the gathering and discussed with previous IQAC meeting points and asked about the last meeting updates.
2. The committee discussed about to conduct collaborative activity with Margdarshak scheme with AICTE for the NBA Accreditation process.
  - Chair Person insisted to all the department heads should conduct Program Assessment Committee (PAC) meeting and DAC as per NBA.
3. The pandemic as indicated that SCE should move towards digital transformation in its governance, teaching learning and other activities in a phased manner, It has decided to implement ERP software from AY 2021-2022.
  - Towards e-governance. It was suggested training from external person for its effective implementation
4. The work progress and status of NAAC was discussed and the needs and support were noted to bring the progress to the next level.
  - The Chairperson recommended the head of departments to conduct at least one program and event for faculty quality improvement per semester and allocate add on courses to students.
5. The council appreciated Institution Innovation Council(IIC) for promoting Entrepreneurship, Innovation and Start-up in campus SCE-IIC awarded with a 3.5 star rating by MOE-MIC in the academic year 2019-2020
6. The committee decided that the Internal Audit for the year 2020-2021 has to be completed. The Audit report has to be submitted to IQAC on or before 10th June 2021. The IQAC coordinator initiated the process to carry out Administrative and Academic Audit (AAA).
7. The Chairperson discussed about online Student Induction Programme for all the UG& PG first year students in the month of October.
8. The Council reviewed the feedback analysis report.
9. The meeting ended with the Vote of thanks by IQAC Coordinator.

  
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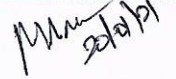
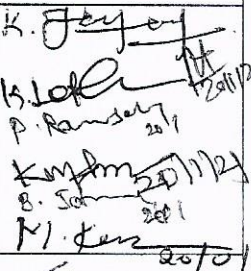
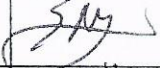
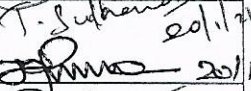

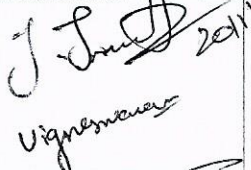
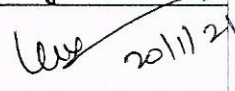
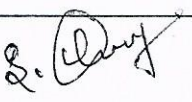
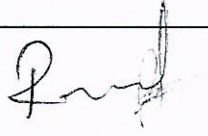

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## INTERNAL QUALITY ASSURANCE CELL

Date: 20.01.2021

Time: 2.00pm-3.00pm

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7	Coordinator of the IQAC	Dr.C.Seelammal HOD-CSE/SCE	

  
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### **INTERNAL QUALITY ASSURANCE CELL ACTION TAKEN REPORT**

Based on the recommendation given by IQAC meeting held on 05.08.2020 and the following actions were implemented during the academic year 2020-2021

<u>Plan of Action</u>	<u>Action Taken</u>
Quality Audits/Accreditation	Applied for ISO Certification
Collaborative Quality Initiatives Activity	Faculty from civil department Prof.K.Letcham have done webinar on "Design of Steel Structures" of Karmaveer Adv. Baburao Ganpatrao Thakare college of Engineering-ACCE student chapter in Association with IQAC.
ERP software	Purchased ERP Software
Events & Programs	FDPs were conducted in various departments and published books as well and few faculties were submitted papers for journal publication.
Add on course – Approval	<ol style="list-style-type: none"><li>1. STAAD PRO structural analysis and design</li><li>2. Project management with primavera</li><li>3. IoT and robotics</li><li>4. Introduction to block chain technology</li><li>5. Virtual Instrumenta on programming</li><li>6. PLC SCADA</li><li>7. Wiring &amp; winding</li><li>8. Arduino application</li><li>9. PCB design</li><li>10. Course on smithy operations</li><li>11. Introduction to CREO parametric</li><li>12. Introduction to 3D printing</li><li>13. Basic Vedic mathematics</li><li>14. Soft skills -</li></ol>

  
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