



SUDHARSAN ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Sathiyamangalam, Kulathur(TK), Pudukkottai District-622 501
Ph: 04339-240830, 240840 Fax: 04339-240205
Website: www.sec.ac.in Email: principal@sec.ac.in

Date: 07-07-2019

CIRCULAR

The Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2019-20 is planned to be held on 09.07.2019 in IQAC Hall at 10.30 am. All IQAC members are requested to participate in this meeting without fail. The agenda for the meeting is as follows.

AGENDA

- Welcome Address
- Discussion on the preceding meeting held on 06.02.2019
- IQAC Functions
- Status of NAAC work
- Alumni Interaction with students
- Bridge Course
- Career Guidance Programme
- Elective Subject Finalization
- Entrepreneurship Development Cell(EDC) activities

Principal

PRINCIPAL
Sudharsan Engineering College,
Sathiyamangalam,
Pudukkottai 622 501

Copy to:

1. All HoD's
2. All Notice Boards



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Members of the Committee

Sl.No	Category	Designation	Name of the member
1.	Chairperson	Head of the Institution	Dr. S.Karthikeyan
2.	Member of Management	Secretary	Mr. K. Ajay Kumar
3.	IQAC Coordinator	HoD& Associate Professor /CSE	Mrs.P.Parvathi
4.	Administrative Officers	Accounts Manager	Mr. Balasubramanian
		Exam Cell Coordinator	Mr. R. Jeevanantham
		NSS Coordinator	Mr. G.Narayanan
		PRO	Mr. S. Moorthy
		PED	Mr.C.Saravanan
		Librarian	Mr.V.Subramanian
5.	Senior Teachers	HoD/Civil	Mr. S. Arunkumar
		HoD/Mech	Mr.SP.Kalaiselvan
		HoD/EEE	Mrs. B. Manimekalai
		HoD/S&H	Mrs.N.Hemalatha
6.	Alumni Members	Software Programmer	Mr. Thangapandiyam
7.	Members from Industry	Amphisoft Technologies	Mrs.T.Punitha
8.	Nominees from Local Society	Sona Educational Trust, Pudukkottai	Mr.ARS.Subramaniam
9.	Student Members	II CIVIL Student	Mr.M.Sriram



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Minutes of the Meeting held on 09.07.2019

The Coordinator of IQAC welcomed the Chairperson and all the members.

Minutes of previous IQAC meeting held on 06.02.2019 are discussed and confirmed

- The Coordinator explained about the importance of establishment of IQAC. He also expressed that maintaining quality standards in the teaching, learning and evaluation is the main objective of the IQAC which is useful for improving the quality of academic and administration.
- The Chairperson insisted the NAAC criteria wise in-charges, to maintain the documentation.
- The Chairperson is adamant about arranging alumni interactions with current students whenever they visit the college, aiming to keep students updated on the latest industry trends.
- The Bridge course is planned to conduct for the first year students for Mathematics, Physics and Chemistry subjects before the regular classes commences.
- It was decided to conduct career guidance programme for the final year students.
- Faculty members are instructed to inform the students about the various elective subjects available and to brief about the electives so that students could know about the subjects before choosing it.
- It was decided to develop the activities of Entrepreneurship Development Cell(EDC) in the coming semester.


IQAC Coordinator

IQAC COORDINATOR,
Sudharsan Engineering College,
Sathiyamangalam,
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2.	Member of Management	Secretary	Mr. K. Ajay Kumar	
3.	IQAC Coordinator	HoD& Associate Professor /CSE	Mrs.P.Parvathi	
4.	Administrative Officers	Accounts Manager	Mr. Balasubramanian	
		Exam Cell Coordinator	Mr. R. Jeevanantham	
		NSS Coordinator	Mr. G.Narayanan	
		PRO	Mr. S. Moorthy	
		PED	Mr.C. Saravanan	
		Librarian	Mr.V.Subramanian	
5.	Senior Teachers	HoD/Civil	Mr. S. Arunkumar	
		HoD/Mech	Mr.SP.Kalaiselvan	
		HoD/EEE	Mrs. B.Manimekalai	
		HoD/S&H	Mrs.N.Hemalatha	ABSENT
6.	Alumni Members	Software Programmer	Mr. Thangapandiyan	
7.	Members from Industry	Amphisoft Technologies	Mrs.T.Punitha	-Absent-
8.	Nominees from Local Society	Sona Educational Trust, Pudukkottai	Mr.ARS.Subramaniam	
9.	Student Members	II CIVIL Student	Mr.M.Sriram	



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Website: www.sec.ac.in Email: principal@sec.ac.in

Date: 15.01.2020

ACTION TAKEN REPORT FOR THE MEETING HELD ON 09-07-2019

S.No.	Points Discussed	Action Taken
1.	Status of NAAC Work	Criteria wise review meeting was conducted.
2.	Alumni Interaction with students	The IQAC Coordinator suggested the HoD's to arrange more number of alumni interaction for the students. Alumni, whenever visits the college could be made to interact with the students for sharing the work experience and to know the current trends in industries.
3.	Bridge Course	Bridge Course was conducted for the first year from 06.09.2019 to 16.09.2019.
4.	Career Guidance Programme	Career Guidance Programme was conducted for final year students.
5.	Elective Subject Finalization	Elective Subjects were finalized based on the choice of students.
6.	Entrepreneurship Development Cell activities	Two Programmes was conducted Entrepreneurship Development Cell was conducted. <ul style="list-style-type: none">• "Entrepreneurship Workshop on Smart Phone Troubleshooting"• "Workshop on Smart Phone Troubleshooting"


IQAC Coordinator

IQAC COORDINATOR,
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Principal


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Date: 03-02-2020

CIRCULAR

The Internal Quality Assurance Cell (IQAC) meeting for the academic year 2019-2020 is planned to be held on 05.02.2020 in IQAC Hall at 10.30 am. All IQAC members are requested to participate in this meeting without fail. The agenda for the meeting is as follows

AGENDA

- Welcome Address
- Discussion on the preceding meeting held on 09.07.2019
- Status of NAAC Work
- MOU with Industries
- Placement and Training
- Co-Curricular and Extra Curricular activities
- Value Added Courses
- Entrepreneurship Development Cell activities
- Intellectual Property Rights Cell
- Innovative Teaching Learning Process

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3.	IQAC Coordinator	HoD& Associate Professor /CSE	Mrs.P.Parvathi	
4.	Administrative Officers	Accounts Manager	Mr. Balasubramanian	
		Exam cell coordinator	Mr. R. Jeevanantham	
		NSS Coordinator	Mr. G.Narayanan	
		PRO	Mr. S. Moorthy	
		PED	Mr.C.Saravanan	
5.	Senior Teachers	Librarian	Mr.V.Subramanian	
		HoD/Civil	Mr. S. Arunkumar	
		HoD/Mech	Mr.SP.Kalaiselvan	
		HoD/EEE	Mrs. B. Manimekalai	
6.	Alumni Members	HoD/S&H	Mrs.N.Hemalatha	
		Software Programmer	Mr. Thangapandiyan	
		Members from Industry	Amphisoft Technologies	Mrs.T. Punitha
		Nominees from Local Society	Sona Educational Trust, Pudukkottai	Mr.ARS.Subramaniam
9.	Student Members	II CIVIL Student	Mr.M.Sriram	



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Minutes of the Meeting held on 05.02.2020

The Coordinator of IQAC welcomed the Chairperson and all the members.
Minutes of previous IQAC meeting held on 09.07.2019 are discussed and confirmed

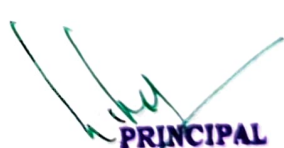
- The coordinator discussed the status of criteria wise work that is being carried out in all departments with all criteria heads.
- Mr.S. John Joseph, Placement Coordinator suggested that more collaborative agreements were to be made in future with reputed companies for the benefits of students.
- It was discussed about strengthening of placement activities by bringing more number of reputed companies for on campus placement drives.
- IQAC insisted all the departments conduct minimum 2 co-curricular events in each semester such as seminar, workshop, conference etc. and also NSS members to conduct various programs for the welfare of rural peoples.
- IQAC has recommended that all departments organize Quality Improvement Initiatives courses and encourage students to enroll.
- It was decided to develop the activities of Entrepreneur Development Cell (EDC) in the coming semester.
- The Chair Person insisted to improve the usage of ICT facility in teaching process. He discussed about the enhancement of the quality improvements in the academic process.
- The Chair Person instructed to bring about more quality initiative programs for students.


IQAC Coordinator

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		NSS Coordinator	Mr. G.Narayanan	
		PRO	Mr. S. Moorthy	
		PED	Mr.C.Saravanan	Absent.
		Librarian	Mr.V.Subramanian	Absent.
5.	Senior Teachers	HoD/Civil	Ms. S. Anbarasi	
		HoD/Mech	Mr.SP.Kalaiselvan	
		HoD/EEE	Mrs. B. Manimekalai	
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Date:12.10.2020

ACTION TAKEN REPORT FOR THE MEETING HELD ON 05-02-2020

S.No.	Points Discussed	Action Taken
1.	Status of NAAC Work	Criteria wise review meeting was conducted.
2.	MOU with Industries	Internship MOU was signed with two Engineering industries.
3.	Placement and Training	<p>Department of Civil Engineering Final year students of our Civil Department (2019-2020 batch) got recruited (6 students) in Linga Architech.(10 students) in Ambika Jai Builders,</p> <p>Department of Mechanical Engineering Final year students of our Mechanical Department (2019-2020 batch) got recruited (14 students) in Sakthi Gear Product(10 students) in Arun Engineering.(8 students) in K.K. Precision Components.</p> <p>Department of Computer Science and Engineering. Final year students of our Computer Science Department (2019-2020 batch) got recruited (19 students) in Amphisoft Private Limited ,(5students) in Clazyworks (1 student) in Adecco India Pvt Ltd. (1 students) in Ramco System Limited.</p> <p>Department of Electronics and Communication Engineering. Final year students of our Electronics and communication Engineering Department (2019-2020 batch) got recruited (8 students) in Amphisoft Private Limited.</p> <p>Department of Electrical and Electronics Engineering. Final year students of our Electrical and Electronics Engineering Department (2019-2020 batch) got recruited (5 students) in Shree Abirami Engineering Works(4 students) in Etricals Engineers Pvt Ltd..</p>




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S.No.	Points Discussed	Action Taken
4.	Co-Curricular and Extra Curricular activities	<p>Our college conducted various sport events and cultural activities for the students.(For all Departments)</p> <p>Our college conducted various sport events and cultural activities for the students.(For all Departments)</p> <ul style="list-style-type: none">• 1500 meters Track Competition(Men)• Kabaddi Competition(Men)• Hammer Throw Competition (Men)and(Women)• 100 meters Track Competition (Men)and(Women)• Badminton Competition(Women) and(Men)• High Jump Competition(Men)• Long Jump Competition(Women) and(Men)• Triple Jump Competition(Women) and(Men)• High Jump Competition(Women)• Javelin Throw Competition(Men)• Shot Put Competition(Women) and(Men)• Disc Throw Competition(Women) and(Men)• Chess Competition• Rangoli Competition• Poetry Competition• Essay Writing Competition• G.K[Quiz] Competition• Drawing Competition• Poster making Competition• Mehandi Competition• Solo Singing Competition• Group Dance Competition• Fireless Cooking Competition




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S.No.	Points Discussed	Action Taken
5.	Value Added Courses	<p>The following value added courses were conducted by various departments.</p> <ul style="list-style-type: none">• Primavera(P6)-CIVIL• 3D Building Design -CIVIL• Computer Application in Civil Engineering - CIVIL• Node.js and Docker -CSE,AIDS• AI for cyber security -AIDS• Web programming -CSE• CCTV Installation & Servicing• Electronic Circuit Simulation one Tool For All - ECE,EEE• Programming In PIC Controller• Optimizing Process Control Systems with Fuzzy Logic and Genetic Algorithms• VLSI Design Using Verilog Programming-CSE• Embedded System Programming for industrial Applications.-CSE• Destructive and Non Destructive Testing Methods-MECH• Inspection of Welded Joints• 3D Printing-MECH
6.	Entrepreneurship Development Cell activities	<p>Conducted two Seminar on "Entrepreneurship Awareness Programme"</p> <ul style="list-style-type: none">• Seminar on "Entrepreneurship opportunities in sensors and actuators"• Workshop on "Entrepreneurship Workshop on Smart Phone Troubleshooting"
7.	Intellectual Property Rights Cell	<p>Two Programmes was conducted in the area of intellectual property Rights.</p> <ul style="list-style-type: none">• Importance Of IPR In Content Creation• Importance Of Patents And Copyrights In The Modern Era
8.	Innovative Teaching Learning Process	<p>Resolved to review the class room teaching learning process by conducting outcome based activities like assignments and projects. Implemented.</p>

IQAC Coordinator
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