



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



E-Box
Colleges

Date: 05-11-2020

CIRCULAR

The Internal Quality assurance cell meeting for the academic year 2020-2021 is planned to be held on 06.11.2020 through Google Meet at 11.00 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 05.02.2020
- Status of NAAC work
- Bridge Course
- Career Guidance Programme
- Elective Subject Finalization
- Feedback from Stakeholders
- Alumni Interaction with students

Principal

Copy to:

1. All HoD's
2. All Notice Boards

PRINCIPAL
Sudharsan Engineering College,
Sathiyamangalam,
Pudukkottai - 622 501



PRINCIPAL
Sudharsan Engineering College,
Sathiyamangalam,
Pudukkottai - 622 501



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	Associate Professor & HOD / ECE	Dr. K. Asan Mohideen
4.	Administrative Officers	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. Sundarraj
		HoD/Mech	Mr.SP.Kalaiselvan
		HoD/EEE	Mrs. B. Manimekalai
		Vice Principal & HoD/CSE	Dr. P. Sujatha
		HoD/S&H	Mrs. N. Hemalatha
6.	Alumni Members	Software Programmer	Mr. Thangapandiyan
7.	Members from Industry	Amphisoft Technologies	Dr. Punitha
8.	Nominees from Local Society	Sona Educational Trust, Pudukkottai	Mr.ARS.Subramaniam
9.	Student Members	II CSE Student	Ms. T. Lakshmi Priya




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Minutes of the Meeting held on 06.11.2020

- The Coordinator of IQAC welcomed the Chair Person and all the members.
- Minutes of previous IQAC meeting held on 05.02.2020 are discussed and confirmed
- The Principal introduced and nominated Dr. K.Asan Mohideen as IQAC Coordinator.
- The Coordinator explained about the importance 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 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 is planned to conduct various extension activities to promote holistic development, fostering valuable skills, nurturing civic engagement, and enhancing the overall learning experience for students.
- IQAC insisted to collect feedback from stakeholders. It is essential for driving continuous improvement, fostering customer satisfaction, enhancing communication and transparency, and ensuring organizations remain responsive to the needs and expectations of their stakeholders.
- The Chair Person insisted to organize an interaction of Alumni with the present students. Whenever they visit the college, to know about the current trends in industries.

IQAC Coordinator

IQAC COORDINATOR,
Sudharsan Engineering College,
Sathiyamangalam,
Pudukkottai-622 501



Principal

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3.	IQAC Coordinator	Associate Professor & HOD / ECE	Dr. K. Asan Mohideen
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. Sundarraj
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		HoD/S&H	Mrs. N. Hemalatha
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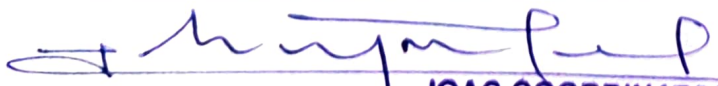
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Date: 15.01.2020

ACTION TAKEN REPORT FOR THE MEETING HELD ON 06-11-2020

S.No.	Points discussed	Action Taken
1.	Status of NAAC work	Criteria wise work progressed.
2.	Bridge Course	Bridge course was conducted for the first year from 08.11.2020 to 16.11.2020
3.	Career Guidance Programme	Career Guidance Programme was conducted for final year students.
4.	Elective Subject Finalisation	Elective Subjects were finalized based on the choice of students.
5.	Entrepreneurship Development Cell activities	Entrepreneurship Development Cell was conducted three programs <ul style="list-style-type: none">• Seminar on "Opportunities for Entrepreneurs"• Workshop on "Entrepreneurship opportunities in Ethical Hacking"• Seminar on "Entrepreneurship Challenges and Responsibilities"
6.	Alumni Interaction with students	The IQAC Coordinator suggested the HoDs 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.
7.	Feedback from Stakeholders	Feedback from stake holders is collected. It could enhance the relevance, effectiveness and impact of the institution.


IQAC Coordinator **Sudharsan Engineering College,**
Sathiyamangalam,
Pudukkottai-622 501




Principal
Sudharsan Engineering College,
Sathiyamangalam,



Date: 17-03-2021

CIRCULAR

The Internal Quality Assurance Cell meeting for the academic year 2020-2021 is planned to be held on 19.03.2021 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 06.11.2020
- Status of NAAC Work
- MOU with Industries
- Intellectual Property Rights Cell activities
- Industrial Visit and Internship for the students
- Faculty Development Programme
- NSS Activities
- Student Participation in State Zonal Sports meet
- Scholarship Schemes

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S. K. K.
Principal

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S. K. K.
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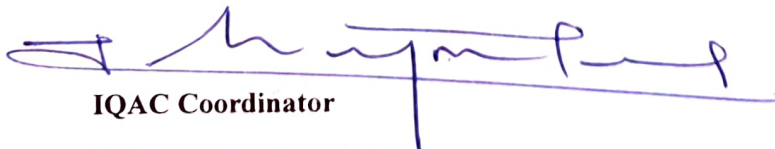
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Minutes of the Meeting held on 19.03.2021

The Coordinator of IQAC welcomed the Chairperson and all the members.
Minutes of previous IQAC meeting held on 06.11.2020 are discussed and confirmed

- IQAC Coordinator and Principal discussed the completion of NAAC documentation, verified the status of completion of documents by criteria wise.
- 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 decided to conduct more activities under the Intellectual Property Rights Cell. It serves as a critical resource for organizations seeking to harness the full potential of their intellectual capital.
- IQAC suggested allow the students to go for industrial visits because Industrial visits and internships play a crucial role in bridging the gap between academic learning and industry requirements, preparing students for successful careers and enriching their educational experience.
- The IQAC Coordinator suggested all the departments organize a Faculty Development Programme.
- IQAC asked the NSS coordinator to conduct various social awareness programs in nearby villages for the welfare of village people.
- Discussed about the students participation in State Zonal Sports meet
- Discussed various scholarship schemes available for students in government and non-government.


IQAC Coordinator

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Principal


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Date: 12.06.2021

ACTION TAKEN REPORT FOR THE MEETING HELD ON 19-03-2021

S.NO	Points Discussed	Action Taken
1.	Completion of NAAC Criteria work	Criteria wise review meeting was conducted.
2.	MOU with Industries	Internship MOU was signed with seven Engineering industries.
3.	Intellectual Property Rights Cell activities	Conducted three programmes.
4.	Industrial Visit and Internship for the students	Final year students went to internship training in various industries.
5.	Professional Training for Teaching Faculty Members	Conducted Training Programme on <ul style="list-style-type: none">Fluid Mechanics and Channel Machinery (CIVIL and MECH)Advancements in MEMS actuators and sensors(EEE and ECE)Deep Learning in Network Architecture: Integration of deep learning in SDN (Software-Defined Networking) and Deep reinforcement learning for network optimization (CSE) for teaching faculty.
6.	Professional Training for Non-Teaching staff	Conducted Training Programme on <ul style="list-style-type: none">Customer Service Skills and Client Relationship Management for Non-Teaching staff
7.	NSS Activities	Various welfare and development of the community activities conducted in the nearby villages.
8.	Student participation in State Zonal Sports meet	Tamilnadu Power lifting Association - 2 nd , 3 rd Prize- Individual State Sports (Weightlifting).
9.	Scholarship Schemes	Discussed about various scholarship schemes available for students in government and non-government.


IQAC Coordinator

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Principal

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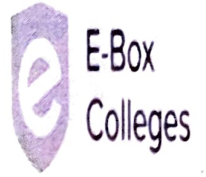
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Date: 20.12.2021

ACTION TAKEN REPORT FOR THE MEETING HELD ON 19-06-2021

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 HoDs 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 10.11.2021 to 20.11.2021
4.	Conference	Insisted the faculty members to attend the conference at least one in every year.
5.	Elective Subject Finalization	Elective Subjects were finalized based on the choice of students.
6.	Entrepreneurship Development Cell activities	One Programme was conducted <ul style="list-style-type: none">Seminar on "Enhancing skill development and entrepreneurship education"
7.	Feedback from Stakeholders	Feedback from stake holders are collected. It could enhance the relevance, effectiveness and impact of the institution.


IQAC Coordinator

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