



Date: 05.01.2018

Minutes of IQAC Meeting

The Internal Quality Assurance Cell (IQAC) meeting was held on 4th January, 2018 at 11.00 a.m. in the Internal Quality Assurance Cell. The Following members were present:

1. Management Chief-Shri.P.S.Veluswamy, Chairman & Management Trustee, SSM Group of Institutions
2. Management Member-Dr.R.Chandran, Campus Director, SSM Group of Institutions
3. Chairperson-Dr.M.Saravanan, Principal, SSMIET
4. Coordinator-Dr.V.Shunmughavel, Professor & Head / CSE, SSMIET
5. Teacher Member-Dr.G.Sankaranarayanan, Professor & Head / Mechanical Engineering, SSMIET
6. Teacher Member- Dr.J.Karthikeyan, Professor & Head / EEE, SSMIET
7. Teacher Member-Dr.S.Karthigai Lakshmi, Professor & Head / ECE, SSMIET
8. Teacher Member-Dr.L.Ronald David, Associate Professor / English, SSMIET
9. Administrative Member-Mr.P.Ramasamy, Administrative officer, SSMIET
10. External Expert-Mr.S.Ramalingam, Executive Director, M/s Madura Steel Industries Pvt Ltd., Dindigul.
11. External Expert-Mr.M.Palani Kumar, Managing Director, M/s Palaniappa Motors Pvt Ltd., Dindigul.
12. Alumni Member-Mr.K.Hariharasudhan, Associate@Level Cl, eNoah iSolutions, Chennai.

AGENDA:

1. Minutes of the previous meeting
2. NAAC SSR preparation
3. Odd semester results-Academic Year(2017-2018)
4. Academic audit
5. Research & Development
6. Training & Placement
7. Faculty training
8. Events to be organized

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Points Discussed	Action Plan	Target Date and Responsibility
Minutes of the Previous Meeting	Minutes of the previous meeting were approved and follow up action initiated was reviewed.	IQAC Members
NAAC SSR Preparation	<p>Faculty are expected to be aware of the details uploaded in the NAAC web portal and are expected to contribute more ideas regarding various criteria.</p> <p>Final draft of the Self Study Report is to be sent for language editing by English Department.</p> <p>Library, placement and sports committee are expected to be finalized.</p> <p>It is planned to conduct post audit on 18th and 19th January 2018 to verify all the seven criteria of the Self Study Report.</p> <p>Electrical maintenance and civil maintenance records need to be maintained in the respective departments.</p> <p>Souvenir has to be prepared for all the clubs and cells to be displayed at IQAC.</p>	<p>19.01.2018</p> <p>All Faculty</p>
Odd Semester Results	<p>Results of Nov/Dec 2017 University semester exams were declared by the Anna University, Chennai. The overall pass percentages of the departments are as follows:</p> <p>CSE: 76.25% ECE: 73% Civil: 60% EEE: 59% MECH: 52.56 % Auto: 33.5 %</p> <p>It is decided to analyze the reasons for producing low pass percentage in the forthcoming HoD meeting.</p>	<p>12.01.2018</p> <p>Principal & Heads of Departments</p>



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4	Academic Audit	It is planned to conduct academic audit for the odd semester 2017-18 as early as possible. It is also suggested that the course file, log book and class record should be updated and get Principal's signature without any delay.	31.01.2018 All Faculty
5	Research & Development	Documents related to all research activities, supervisor details, scholar details, journal publications should be provided to R & D In charge by all faculty members. Details about the research activity of the faculty members can be included in the monthly report prepared by the HoDs.	04.02.2018 All Faculty
6	Training & Placement	It is planned to organize more number of Value added courses, training on aptitude, programming skills and technical aspects in this semester. It is decided to conduct placement training from second year onwards. HRs can meet the HoDs after the placement drive to provide feedback about students' performance. The list of students who got placed should be prepared and displayed at the prominent locations. Department placement coordinators are expected to be present during on campus recruitment.	Placement officer & Department Placement Coordinators
7	Faculty Training	It is planned to organize Goal Setting Workshop for faculty empowerment by IQAC during the first week of May 2018.	18.05.2018 IQAC Coordinator
		It is decided to organize Pongal festival celebration by Humane League on 12.01.2018.	

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8	Forthcoming Events	<p>Motivational speech for +2 school students is scheduled on 20.01.2018. The guest speaker is Mr.Nandakumar, IRS.</p> <p>Republic Day Celebration is scheduled on 26.01.2018 at 8.30 a.m. It is decided to honor NPTEL toppers, and academic result achievers.</p> <p>Aram Seivom Programme is scheduled on 29.01.2018.</p> <p>UTSAV week is planned during the 3rd week of Feb by CSE and Debate by Tamil Mandram is scheduled during the first week of March 2018.</p> <p>CSE symposium is scheduled during the 2nd week of March 2018.</p> <p>Polyfest-2018 is scheduled for Polytechnic students in the month of March 2018.</p>	<p>31.01.2018</p> <p>Respective Organizing Committee members</p> <p>31.03.2018</p> <p>Respective Organizing Committee members</p>
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V. Shunmughavel
25/01/18
Coordinator/IQAC
Dr.V.Shunmughavel, HoD/CSE

Dr. M. Saravanan
25/01/18
PRINCIPAL
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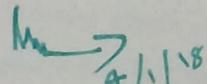
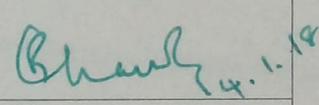
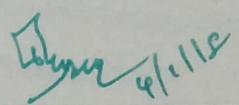
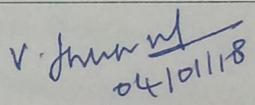
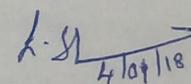
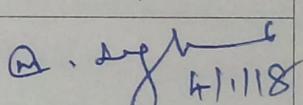
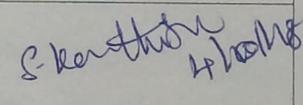
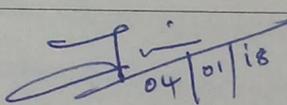
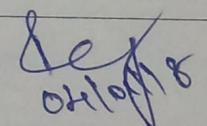
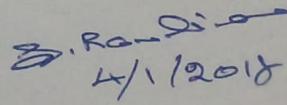
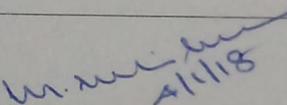
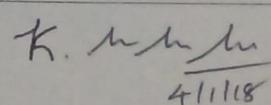




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S.No	Name	Position	Signature
1.	Shri.P.S.Veluswamy, Chairman & Management Trustee SSM Group of Institutions	Management Chief	 4/1/18
2.	Dr.R.Chandran, Campus Director SSM Group of Institutions	Management Member	 4.1.18
3.	Dr.M.Saravanan, Principal SSMIET, Dindigul	Chairperson	 4/1/18
4.	Dr.V.Shunmughavel, Professor & Head / CSE, SSMIET, Dindigul	Coordinator	 04/01/18
5.	Dr.G.Sankaranarayanan, Professor & Head / Mechanical Engineering SSMIET, Dindigul	Teacher Member	 4/01/18
6.	Dr.J.Karthikeyan, Professor & Head / EEE SSMIET, Dindigul	Teacher Member	 4/1/18
7.	Dr.S.Karthigai Lakshmi, Professor & Head / ECE SSMIET, Dindigul	Teacher Member	 4/1/18
8.	Dr.L.Ronald David, Associate Professor / English SSMIET, Dindigul	Teacher Member	 04/01/18
9.	Mr.P.Ramasamy, Administrative officer SSMIET, Dindigul	Administrative Member	 04/01/18
10.	Mr.S.Ramalingam, Executive Director M/s Madura Steel Industries Pvt Ltd., Dindigul	External Expert	 4/1/2018
11.	Mr.M.Palani Kumar, Managing Director M/s Palaniappa Motors Pvt Ltd., Dindigul	External Expert	 4/1/18
12.	Mr.K.Hariharasudhan, Associate@Level Cl, eNoah iSolutions, Chennai	Alumni Member	 4/1/18

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