S.A. ENGINEERING COLLEGE, CHENNAI-600 077
(An Autonomous Institution, Affiliated to Anna University)

INTERNAL QUALITY ASSURANCE CELL MEETING -03

Academic Year: 2023-2024
Date: 09.02.2024 Online meeting via Google meet
Time: 12.30 PM

AGENDA

WELCOME ADDRESS	Dr. S. KOTEESWARAN, HoD – CSE(AIML), IQAC Coordinator, S.A. Engineering. College, Chennai -77.

AGENDA

1. Discussion about Administrative, Academic and R & D activities for institutional level.

2. How to fix the internal auditing process and quality measures and fixing of quality measurement parameters.

3. Work allotment for faculty members from ISO, NBA & NAAC process institutional level and each department level.

4. Motivate the faculty to complete online certification courses.

5. Discussion about college H-index and faculty research and development.

6. Preparation of AQAR basic document needs for academic year 2022-2023 data as per criteria wise allotment in NAAC.

GENERAL DISCUSSION	By the Members
VOTE OF THANKS	Dr. V. SUJATHA, HoD – Department of MCA, Deputy Coordinator - IQAC S.A. Engineering. College, Chennai -77.

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S.A.Engineering College, Chennai conducted the **INTERNAL QUALITY ASSURANCE CELL MEETING -03 in online via Google meet as** per the guidelines of UGC on **09/02/2024 at 12.30 PM**

Google Meet Link Description:
IQAC MEETING-1 (2023-2024)
Friday, FEBRUARY 09, 2024 · 12:30 PM– 1:30 PM
Google Meet joining info
Video call link: meet.google.com/ksv-swnh-rwi
Dial-in: (US) +1 417-647-1257
PIN: 824 804 192#
The following Members were present in the Meeting:

S.NO	NAME & ADDRESS	DESIGNATION
1.	**Mr. S. Amarnaath** S. A. Engineering College, Chennai - 600077	Correspondent
2.	**Dr. S. Ramachandran** S. A. Engineering College, Chennai - 600077	Principal & Chairperson - IQAC
3.	**Mr. Selvaraj Kalimuthu** Manager – Human Resource, RapidData, Chennai	Expert Member -Industrialist
4.	**Ms. Padma Jayaraman** Associate Director – Campus, Movate, Chennai	Expert Member -Employer
5.	**Mr. S. Gopi** Managing Director, VMV International, Chennai.	Parent
6.	**Ms. Divya Paranji Srirama** Freelance Math Teacher Chennai.	Alumni
7.	**Dr. M. Thanikachalam** S. A. Engineering College, Chennai - 600077	Professor & Head, Civil Engineering
8.	**Dr. R. Geetha** S. A. Engineering College, Chennai - 600077	Professor & Head, Computer Science and Engineering
9.	**Dr. K. Dinakaran** S. A. Engineering College, Chennai - 600077	Professor & Head, Artificial Intelligence and Data Science

10.	Dr. S. Koteeswaran S. A. Engineering College, Chennai - 600077	Professor & Head, CSE (Artificial Intelligence and Machine Learning) & IQAC Coordinator
11.	Dr. A. Antonidoss S. A. Engineering College, Chennai - 600077	Professor & Head, Computer Science and Business Systems
12.	Mr. C. Dhanesh S. A. Engineering College, Chennai - 600077	Professor & Head, Mechanical Engineering
13.	Dr. B. R. Tapas Bapu S. A. Engineering College, Chennai - 600077	Professor & Head, Electronics and Communication Engineering
14.	Dr. G. Rohini S. A. Engineering College, Chennai - 600077	Professor & Head, Electrical and Electronics Engineering
15.	Mrs. A. M. Sermakani S. A. Engineering College, Chennai - 600077	Associate Professor & Head, Department of Information Technology
16.	Dr. Kerinab Beenu G H S. A. Engineering College, Chennai - 600077	Professor & Head, Master of Business Administration
17.	Dr. V. Sujatha S. A. Engineering College, Chennai - 600077	Associate Professor & Head, Master of Computer Applications
18.	Dr. R. HariharaSudhan S. A. Engineering College, Chennai - 600077	Professor & Head, Humanities and Science
19.	Mr. N. Vinodh S. A. Engineering College, Chennai - 600077	Assistant Professor, Department of MBA
20.	Dr. P. Yuvaraman S. A. Engineering College, Chennai - 600077	Placement Officer
21.	Mr. R. Jeeva S. A. Engineering College, Chennai - 600077	Assistant Professor, Mechanical Engineering
22.	Mrs. S. Bharathi S. A. Engineering College, Chennai - 600077	Associate Professor, Electrical and Electronics Engineering
23.	Mrs. K. S. Margaret S. A. Engineering College, Chennai - 600077	Assistant Professor, Electrical and Electronics Engineering
24.	Mrs. V. Karthika S. A. Engineering College, Chennai - 600077	Assistant Professor, Civil Engineering

25.	**Dr. K. Selvi** S. A. Engineering College, Chennai - 600077	Professor, Master of Business Administration
26.	**Mrs. R. Rajeshwari** S. A. Engineering College, Chennai - 600077	Assistant Professor, Master of Computer Applications
27.	**Mrs. R. Chithra** S. A. Engineering College, Chennai - 600077	Accounts Officer
28.	**Mrs. S. Anbukkarasi** S. A. Engineering College, Chennai - 600077	Librarian
29.	**Mr. S. Mathew** S. A. Engineering College, Chennai - 600077	Physical Director
30.	**Mr. P. Parimala Rangan** S. A. Engineering College, Chennai - 600077	Student [Information Technology]

- **Dr. S. Koteeswaran, IQAC Coordinator & HoD, Department of CSE(AIML), S.A. Engineering College, Chennai -77** welcomed all the members for the Internal Quality Assurance Cell Meeting Studies meeting that held on **09/02/2024 at 12.30 pm.**
- The Meeting proceeded to the matters as in Agenda.

S.No.	POINTS DISCUSSED
1.	• **Dr. S. Ramachandran, Chairperson IQAC** briefed previous meeting points and follow up actions • **Chairperson** informed Administrative, Academic activities, Research and development activities planned for the academic year 2023-2024
2.	• **ECE Department NBA committee visit on 16,17,18 February 2024 Conduct internal auditing and check the files are in upto date or not.** Discussion on Placement training activities & Value added course was discussed. • **Chairperson welcomed suggestions from the team.** • **Ms. Padma Jayaraman, Associate Director – Campus, Movate,** praised the current advancements and proposed that strengthening Industry-Institute Interaction could involve students completing company projects and establishing Memorandums of Understanding (MOUs) with a variety of companies. • **Ms. Divya Paranji Srirama, Alumni student** emphasized the importance of providing students with company-oriented consultancy projects during internships, thus enabling them to acquire insights into industry standards and practices. • **Mr. Selvaraj Kalimuthu** extended his support to the institution by suggesting the provision of internships, in-plant training, industrial visits, and company projects to students, thereby enriching their practical learning experiences.

3.	• All ISO documents are regularly updated to encompass the requirements for NBA, NAAC, NIRF, and Autonomous bodies. • **Ms. Padma Jayaraman** emphasized the necessity for all documents to be accompanied by comprehensive plans of action, execution records, follow-up procedures, and action taken reports.
4.	• **Chairperson** announced that all faculty members are currently participating in training sessions on new technologies and pursuing MOOC certification courses. • **Mr. Selvaraj Kalimuthu commended the diligent efforts of the faculty towards the growth of the college, as well as achieving accreditation and ranking.**
5.	• The Principal emphasized that all faculty members are encouraged to publish papers in Scopus and Science Citation Index journals with the aim of enhancing the college's h-index. • Additionally, it was made clear that it is mandatory for all faculty to publish papers in Scopus and SCI journals.
6.	**Application of AQAR 2022-2023** • Members confirmed the submission of the AQAR 2022-2023. Dr. S. Koteeswaran highlighted that the document underwent thorough verification, scrutiny, and approval by all IQAC members using a systematic approach involving teamwork, presentations, and analysis for further enhancements and implementation.
7.	• Finally the meeting ended with the Vote of Thanks by Dr.V.Sujatha, Deputy IQAC Coordinator

IQAC Coordinator

IQAC Chairperson

Dr. S Ramachandran, M.E.,Ph.D.,
PRINCIPAL
S.A Engineering College (Autonomous),
Poonamallee-Avadi Main Road,
Veeraragavapuram,
Thiruverkadu, Chennai-600 077.

CERTIFICATE

S.A.Engineering College, Chennai conducted the **INTERNAL QUALITY ASSURANCE CELL MEETING -03** in **Online** as per the guidelines of UGC on **09/02/2024 at 12.30 pm via Google Meet**

The following Members were present in the Meeting:

Meeting was conducted in Online mode with the following members Present:

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