

S.A. ENGINEERING COLLEGE, CHENNAI-600 077

(An Autonomous Institution, Affiliated to Anna University)

INTERNAL QUALITY ASSURANCE CELL MEETING -02

Academic Year: 2023-2024

Time: 12.30 PM

Date: 17.11.2023 Online meeting via Google meet

AGENDA

WELCOME ADDRESS	Dr. S. KOTEESWARAN, HoD – CSE(AIML), IQAC Coordinator, S.A. Engineering. College, Chennai -77.
AGENDA <ol style="list-style-type: none"> 1. Discussion about overall accreditation process in institutional level. 2. How to improve industry interaction and fixing of quality measurement parameters. 3. Discussion about Institute Vision and Mission. 4. BoS for each Department 5. Internal audit team members and work allotment for faculty members from ISO, NBA & NAAC process institutional level and each department level. 6. Motivate the faculty to participating FDP, Workshops and complete online certification courses. 7. Discussion about research and development. 8. Preparation of AQAR basic document needs for academic year 2023-2024 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 -02** in online via Google meet as per the guidelines of UGC on **17/11/2023 at 12.30 PM**

Google Meet Link Description:

IQAC MEETING-1 (2023-2024)

Friday, NOVEMBER 17, 2023 · 12:30 PM– 1:30 PM

Google Meet joining info

 Video call link: meet.google.com/hrm-zfyg-pti

Dial-in: (US) +1 413-350-0162

PIN: 196 133 450#

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.	Dr. S. Praveenkumar S. A. Engineering College, Chennai - 600077	Assistant 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 17/11/2023 at 12.30 pm.
- The Meeting proceeded to the matters as in Agenda.

S.No.	POINTS DISCUSSED
1.	<ul style="list-style-type: none"> • Dr. S. Ramachandran, Chairperson IQAC briefed previous meeting points and follow up actions • Chairperson provided an overview of the planned Administrative, Academic, and Research and Development activities for the academic year 2023-2024.
2.	<ul style="list-style-type: none"> • EEE and Mechanical Department are in the process of submitting prequalifier and SAR for NBA accreditation. • Chairperson welcomed suggestions from the team • Mr. Paul J. Immanuel, Director & CEO, GOX highlighted the positive beginning and suggested enhancing Industry-Institute Interaction by establishing MOUs with various companies. • Mr. Adithyan, Alumni student expressed his views that students can be provided with company oriented projects so students can be aware of the Industry standards • Dr. VSV. Verchezian shared that he can support our institution in all the above aspects as providing Internships. Inplant trainings, Company Projects to the students. reframe the above sentence.

3.	<ul style="list-style-type: none"> The institution's new Vision and Mission, effective from 2024-25, have been approved by the IQAC members. It is further recommended for submission to the Academic Council and Governing Council.
4.	<ul style="list-style-type: none"> BoS meetings were conducted by all departments, and the curriculum updates, course content, and academic activities were approved by the IQAC members. It is further recommended for submission to the Academic Council and Governing Council
5.	<ul style="list-style-type: none"> Verification of all ISO documents is conducted by members of the Internal Audit team from each department to ensure their availability and relevance for NBA, NAAC, NIRF, and Autonomous requirements. Mr. Paul J. Immanuel, Director & CEO, GOX, stressed the importance of supporting all documents to strengthen collaboration, particularly through consultancy projects and IPR grants for product design. Additionally, he emphasized the necessity of providing comprehensive plans of action, executing actions, following up on them, and generating action taken reports.
6.	<ul style="list-style-type: none"> Chairperson conveyed that all faculty members are currently participating in online Faculty Development Programs (FDPs), certification courses, and similar activities. Dr. VSV. Verchezian acknowledged the diligent efforts of the faculty, recognizing the unique challenges they face while working in an unexpected pandemic situation.
7.	<ul style="list-style-type: none"> Principal insisted that Faculty are motivated towards research paper publications and patent publication The Principal held discussions regarding student placements, emphasizing strategies to enhance students' placement skills and improve their packages.
8.	<p>Application of AQAR 2022-2023</p> <ul style="list-style-type: none"> The submission of the AQAR 2022-2023 was acknowledged by members. Dr. S. Koteeswaran emphasized that the document underwent meticulous verification, scrutiny, and approval by all IQAC members. This involved a systematic approach, incorporating teamwork, presentations, and analysis, with the goal of enhancing and implementing improvements.
9.	<ul style="list-style-type: none"> Finally the meeting ended with the Vote of Thanks by Dr. V. Sujatha, Deputy IQAC Coordinator

S. Sujatha
IQAC Coordinator



[Signature]
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 -02** in Online as per the guidelines of UGC on **17/11/2023** 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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