

QMS F08B

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

INTERNAL QUALITY ASSURANCE CELL MEETING -01

Academic Year: 2024-2025

Time: 11.30 AM

Date: 17.10.2024 Online meeting via Google meet

AGENDA

WELCOME ADDRESS	Dr. S. KOTEESWARAN, HoD – CSE(AIML), IQAC Coordinator, S.A. Engineering. College, Chennai -77.
AGENDA 1. Discussion about NBA Peer Team visit for EEE and Mechanical Engineering Departments 2. NBA SAR Submission for MBA Programme 3. Deputing Faculty for ISO, NBA, and NAAC related work 4. Submission of AQAR (2022–2023) 5. Preparation of AQAR (2023–2024) 6. Discussion on New Initiatives – Newsletter /Magazine /Journals /Tech Talk 7. Discussion about Student Skill Development Programmes 8. Comparison of ISO, NBA, and NAAC processes – Criteria-wise.	
GENERAL DISCUSSION	By the Members
VOTE OF THANKS	Dr. V. SUJATHA, HoD – Department of MCA, Deputy Coordinator - IQAC S.A. Engineering. College, Chennai -77.

S.A.ENGINEERING COLLEGE, CHENNAI-600 077

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INTERNAL QUALITY ASSURANCE CELL MEETING -02

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 **17/10/2024 at 11.30 AM**

Google Meet Link Description:

IQAC MEETING-1 (2023-2024)

Friday, OCTOBER 17, 2024 · 11:30 AM– 12:30 PM

Google Meet joining info

 Video call link: <https://meet.google.com/kfd-mvuj-bjf>

Dial-in: (US) +1 260-327-1992

PIN: 435 003 389#

The following Members were present in the Meeting:

S.NO	NAME & ADDRESS	DESIGNATION
1.	Mr. S. Amarnaath S.A. Engineering. College, Chennai -77	Correspondent
2.	Dr. S. Ramachandran S.A. Engineering. College, Chennai -77	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 Paranjith Srirama Freelance Math Teacher Chennai	Alumni
7.	Dr. M. Thanikachalam S.A. Engineering. College, Chennai -77	Professor & Head, Civil Engineering
8.	Dr. R. Geetha S.A. Engineering. College, Chennai -77	Professor & Head, Computer Science and Engineering
9.	Dr. K. Dinakaran S.A. Engineering. College, Chennai -77	Professor & Head, Artificial Intelligence and Data Science

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10.	Dr. S. Koteeswaran S.A. Engineering. College, Chennai -77	Professor & Head, CSE (Artificial Intelligence and Machine Learning) and IQAC Coordinator
11.	Dr. A. Antonidoss S.A. Engineering. College, Chennai -77	Professor & Head, Computer Science and Business System
12.	Mr. C. Dhanesh S.A. Engineering. College, Chennai -77	Associate Professor & Head, Mechanical Engineering
13.	Dr. T. Annalakshmi S.A. Engineering. College, Chennai -77	Professor & Head, Electronics and Communication Engineering
14.	Dr. S. Sendil Kumar S.A. Engineering. College, Chennai -77	Professor & Head, Electrical and Electronics Engineering
15.	Dr. Ahmed Mudassar Ali S.A. Engineering. College, Chennai -77	Professor & Head Department of Information and Technology
16.	Dr. V. Rohini S.A. Engineering. College, Chennai -77	Associate Professor & Head, Master of Business Administration
17.	Dr. V. Sujatha S.A. Engineering. College, Chennai -77	Professor & Head, Master of Computer Applications
18.	Dr. R. Hariharasudhan S.A. Engineering. College, Chennai -77	Professor & Head, Humanities and Science
19.	Dr. P. Yuvaraman S.A. Engineering. College, Chennai -77	Placement Officer
20.	Mr. R. Jeeva S.A. Engineering. College, Chennai -77	Assistant Professor, Mechanical Engineering
21.	Mrs. S. Bharathi S.A. Engineering. College, Chennai -77	Associate Professor, Electrical and Electronics Engineering
22.	Mrs. K.S. Margaret S.A. Engineering. College, Chennai -77	Assistant Professor, Electrical and Electronics Engineering
23.	Mrs. V. Karthika S.A. Engineering. College, Chennai -77	Assistant Professor, Civil Engineering
24.	Mrs. R. Rajeswari S.A. Engineering. College, Chennai -77	Assistant Professor, Master of Computer Applications
25.	Mrs. R. Chithra S.A. Engineering. College, Chennai -77	Accounts Officer

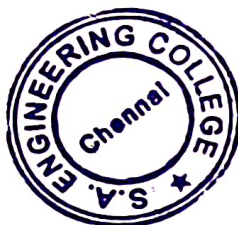
26.	Mrs. S. Anbukkarasi S.A. Engineering. College, Chennai -77	Librarian
27.	Mr. S. Mathew S.A. Engineering. College, Chennai -77	Physical Director
28.	Mr. P. Parimala Rangan S.A. Engineering College, Chennai -77	Student [Information Technology]

- 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 17/10/2024 at 11.30 am.
- 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 Dr. S. Ramachandran briefed the members on the preparedness of EEE and Mechanical Departments for the upcoming NBA Peer Team visit. • He insisted on conducting mock visits for faculty readiness and proper documentation • Ms. Padma Jayaraman (Employer Member) emphasized linking industry projects with accreditation criteria to showcase student employability. • Ms. Divya Paranji Srirama (Alumni Member) suggested involving alumni in the peer team interactions to highlight student outcomes.
2.	<ul style="list-style-type: none"> • Chairperson informed that SAR for MBA is in the final stage of preparation. • Dr. V. Rohini (HoD-MBA) explained the criteria covered and areas needing improvement. • IQAC Coordinator Dr. S. Koteeswaran stressed cross-verification of the SAR with ISO and NAAC data to maintain consistency.
3.	<ul style="list-style-type: none"> • Chairperson directed that dedicated faculty be deputed to handle accreditation tasks. • Dr. T. Annalakshmi (HoD-ECE) suggested preparing departmental committees for each process to avoid overlap. • Mr. Selvaraj Kalimuthu (Industrial Expert) emphasized proper documentation of consultancy, internships, and product design projects to strengthen accreditation records.
4.	<ul style="list-style-type: none"> • IQAC Coordinator Dr. S. Koteeswaran presented that the AQAR 2022-2023 was submitted successfully with verification at criteria-wise levels. • Dr. V. Sujatha (Deputy Coordinator) added that the process included systematic presentations, teamwork, and reviews. • Members appreciated the collaborative approach and suggested developing a repository of best practices.
5.	<ul style="list-style-type: none"> • Chairperson instructed early initiation of AQAR preparation. • Dr. R. Geetha (HoD-CSE) suggested aligning AQAR data collection with NIRF and NBA requirements to avoid duplication. • Ms. Divya Paranji Srirama (Alumni) recommended including student-driven projects and hackathon achievements to demonstrate innovation.

6.	<ul style="list-style-type: none"> • <i>Chairperson</i> encouraged departments to start quarterly newsletters and a student-driven technical magazine. • <i>Dr. S. Sendil Kumar (HoD-EEE)</i> suggested launching an institutional research journal for faculty and student publications. • <i>Ms. Padma Jayaraman</i> proposed organizing monthly Tech Talks with industry experts.
7.	<ul style="list-style-type: none"> • <i>Chairperson</i> stressed the need for industry-driven certification courses. • <i>Mr. C. Dhanesh (HoD-Mechanical)</i> proposed more technical workshops, bootcamps, and training in CAD/CAM tools. • <i>Dr. V. Rohini (HoD-MBA)</i> suggested communication and leadership development programmes to enhance placement readiness.
8.	<ul style="list-style-type: none"> • <i>Chairperson</i> presented a comparison of processes and highlighted overlapping requirements. • <i>IQAC Coordinator</i> recommended creating a common compliance matrix to streamline efforts. • <i>Mr. Selvaraj Kalimuthu (Industry Expert)</i> suggested preparing outcome-based evidence documents that satisfy multiple accreditation needs. • <i>Dr. R. Hariharasudhan (HoD-H&S)</i> emphasized mapping each criterion with institutional practices for clarity.
9.	<ul style="list-style-type: none"> • Finally, the meeting ended with the Vote of Thanks by <i>Dr. V. Sujatha</i>, 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 -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:

S.NO	NAME & ADDRESS	DESIGNATION
1.	Mr. S. Amarnaath S.A. Engineering. College, Chennai -77	Correspondent
2.	Dr. S. Ramachandran S.A. Engineering. College, Chennai -77	Principal & Chairperson -IQAC
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28.	Mr. P. Parimala Rangan S.A. Engineering College, Chennai -77	Student [Information Technology]