

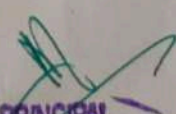


SREE SOWDAMBIKA COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

POLICY FOR INTERNAL QUALITY ASSESSMENT CELL(IQAC)


PRINCIPAL

SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

POLICY FOR INTERNAL QUALITY ASSURANCE CELL [IQAC]

PREAMBLE:

National Assessment And Accreditation Council (NAAC) proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channelize the efforts and measures of an institution towards academic excellence.

OBJECTIVES:

The broadly defined objectives of IQAC include (but are not limited to):

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To create a good quality culture
- To channelize the efforts and measures of the institution towards academic excellence
- To become a potential vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

GUIDELINES FOR COLLEGE INTERNAL QUALITY ASSURANCE CELL

1. Responsible for promoting public confidence that the quality of teaching learning & academic standards enhanced and safeguarded.
2. Responsible for the review of academic activities and suggest for the further quality improvements.
3. Annual Report preparation based on NAAC requirements.



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4. To set benchmarks and best practices every year to enhance Quality standards in the area of education, research and services.
5. The department wise Criteria coordinators are responsible for collecting data for further augmentation.
6. The existing Departmental NAAC Coordinators will also function as departmental IQAC Coordinators for collecting data of the departments and audit the same once in three months.
7. IQAC shall convene the meeting every 6 month with minimum 2/3rd members ensuring the quorum. The minutes of meeting are to be forwarded to GC and highlighted in the website.
8. College HR Policy explains the organization and standard operating procedure for the quality initiatives on par with the statutory norms and expectations of the institution

STRATEGIES:

In order to ensure quality sustenance and enhancement, IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programs.
- Equitable access to and affordability of academic programs to suit to various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy and functioning of the support structure and services.

FUNCTIONS:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities.



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- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes / activities.
- Acting as a nodal agency for adoption and dissemination of good practices;
- Development and maintenance of Institutional database

BENEFITS:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices.
- To provide a sound basis for decision making to improve institutional functioning.
- Act as a dynamic system for quality changes in HEIs.
- Build an organised methodology of documentation and internal communication

IQAC - COMPOSITION

IQAC is constituted in our College under the Chair Person-ship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders



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The composition of the IQAC may be as follows:

- Chairperson: Head of the Institution
- A few senior administrative officers
- Three to eight teachers
- One member from the Management
- One/two nominees from local society, Students and Alumni
- One/two nominees from Employers /Industrialists/stakeholders
- One of the senior teachers as the coordinator/Director of the IQAC

Sl. No	Composition
1.	Chair Person -Head of the Institution
2.	Teachers to represent all level (Three to Eight)
3.	One Member from the Management
4.	Few Senior Administrative officers
5.	One nominee from local society, Students and Alumni
6.	One Nominee from Employers/Industrialists /Stake holders
7.	Co-Ordinator / Director of IQAC

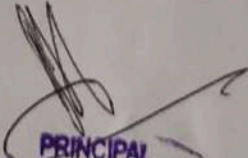


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IQAC - MINUTES OF MEETING [ACADEMIC YEAR 2017-18]


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
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CIRCULAR

15.06.2017

CONSTITUTION OF IQAC [2017-18]

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year 2017-18 with the following members:

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhi	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	E.KarthickPrabhu (ECE)	Nominee from Alumni	
14	Abishiek	Nominee from Industrialist	

PRINCIPAL

To

1. IQAC File
2. All the IQAC members

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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PROCEEDINGS OF THE FIFTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON ~~16.8.2017~~ AT 10 AM 22.06.2017

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhi	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	E.KarthickPrabhu (ECE)	Nominee from Alumni	
14	K.Abishiek	Nominee from Industrialist	

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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Minutes of Meeting:

Points Discussed	Resolution
1. Welcome by the Chair Person	Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. Introduction of the members of IQAC by the Chair Person	Chair Person of IQAC introduced all the members
3. Submission of the report by the Chair Person (all activities academic, co-curricular, extra curricular activities, staff activities, staff achievement, students achievement, sports activities, internship by the students, staff industry activities etc) in the academic year 2016-17	Annual report of the academic year 2016-17 submitted by the Principal. Members requested the Principal to conduct Communication skill , Life skill programs for the students in order to excel in their profession
4. To submit and approve the Vision, Mission of the College and Vision, Mission POS, PSOs and PEOs of the Departments	Read and approved. The members requested the Principal that the college follows Anna University syllabus and necessary steps to be taken in order to achieve the Vision and Mission of the College
5. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	Read and ratified
6. To approve the staff left the institution in the academic year 2016-17.	Read and ratified.
7. To approve the appointment of Teaching and Non teaching staff members in the commencement of the academic year 2017-18	Read and approved. The members requested to maintain the staff student ratio as per the norms of AICTE and Anna University.
8. To submit and ratify the audited statement for the financial year 2016-17.	Read and ratified.
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2016-17.	Read and ratified. The members requested the Principal to take necessary actions for the feed back received from stake holders and also in order to find whether the facility available in the




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of the Feedback Review committee meeting held in the academic year 2016-17.	requested the Principal to take necessary actions for the feed back received from stake holders and also in order to find whether the facility available in the college fulfill their requirements.
10. To submit the result of the Anna University Examination held at May – June 2017.	Read and ratified. The members requested to the Principal to monitor and to take necessary steps to improve the result of the college from semester to semester
11.To submit and review the procedure adopted for the E – Governance and its impact.	E Governance policy of the college approved by the IQAC.
12. To submit and discuss the placement for the last academic year 2016-17 and its improvement.	Read and the members appreciated the steps taken by the college
13. To submit and discuss the Staff Development program attended by the staff in the last academic year (2016-17) and its improvement.	Read and ratified.
14. To submit and analysis the CO, PO, and PEOs attainment	Read and noted
15. Any other points with the permission of the Chair Person	<ul style="list-style-type: none">• GC Member, Mr.S.Muthukumar insisted that Industry – Institute Interaction has to be strengthened through MoUs and its activities through collaboration.• GC member – Mr.Karthick Prabhu Alumni requested to conduct Communication skill, Life skill programs for the students in order to excel in their profession• GC member - Dr.K.Arulmozhi, Academic Expert emphasized that Innovative teaching methods to be adopted in order to improve the learning process.


IQAC Coordinator


Principal cum Chair Person



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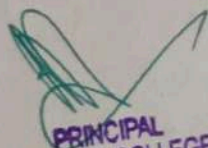
SIXTH PROCEEDINGS OF THE FIFTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 16.8.2017 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhami	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	G.Anandhi	Nominee from Alumni	
14	T.Karthigaiselvi	Nominee from Industrialist	


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



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Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the fifth IQAC meeting. Also study the action taken and follow up action on the proceedings of the fifth IQAC meeting held on 22.6.2017.

Points Discussed	Resolution
1. Welcome by the Chair Person	Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. Introduction of the members of IQAC by the Chair Person	Chair Person of IQAC introduced all the members
3. Submission of the report by the Chair Person (all activities academic, co-curricular, extra curricular activities, staff activities, staff achievement, students achievement, sports activities, internship by the students, staff industry activities etc) in the academic year 2016-17	Annual report of the academic year 2016-17 submitted by the Principal. Members requested the Principal to conduct Communication skill, Life skill programs for the students in order to excel in their profession
4. To submit and approve the Vision, Mission of the College and Vision, Mission POS, PSOs and PEOs of the Departments	Read and approved. The members requested the Principal that the college follows Anna University syllabus and necessary steps to be taken in order to achieve the Vision and Mission of the College
5. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	Read and ratified
6. To approve the staff left the institution in the academic year 2016-17.	Read and ratified.
7. To approve the appointment of Teaching and Non teaching staff members in the commencement of the academic year 2017-18	Read and approved. The members requested to maintain the staff student ratio as per the norms of AICTE and Anna University.


PRINCIPAL
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CHETTICKURICHI - 626 134, ARUPPUKOTTAI

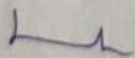



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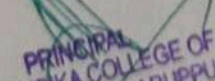
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8. To submit and ratify the audited statement for the financial year 2016-17.	Read and ratified.
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2016-17.	Read and ratified. The members requested the Principal to take necessary actions for the feed back received from stake holders and also in order to find whether the facility available in the college fulfill their requirements.
10. To submit the result of the Anna University Examination held at May -June 2017.	Read and ratified. The members requested to the Principal to monitor and to take necessary steps to improve the result of the college from semester to semester
11. To submit and review the procedure adopted for the E - Governance and its impact.	E Governance policy of the college approved by the IQAC.
12. To submit and discuss the placement for the last academic year 2016-17 and its improvement.	Read and the members appreciated the steps taken by the college
13. To submit and discuss the Staff Development program attended by the staff in the last academic year (2016-17) and its improvement.	Read and ratified.
14. Any other points with the permission of the Chair Person	<ul style="list-style-type: none">• GC Member, Mr.S.Muthukumar insisted that Industry - Institute Interaction has to be strengthened through MoUs and its activities through collaboration.• GC member - Ms.Ananthi Alumni requested to conduct Communication skill, Life skill programs for the students in order to excel in their profession• GC member - Dr.M.Sivakumar, Academic Expert emphasized that Innovative teaching methods to be adopted in order to improve the learning process.


IQAC Coordinator


Principal cum Chair Person


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626-134, ARUPPUKOTTA
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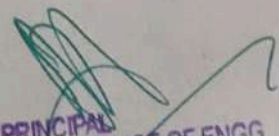


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IQAC – MINUTES OF MEETING [ACADEMIC YEAR 2018-19]


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626134, ARUPPUKOTTAI



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CONSTITUTION OF IQAC [2018-19]

13.06.2018

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year **2018-19** with the following members:

MEMBERS OF INTERNAL QUALITY ASSESSMENT CELL

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhi	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.S.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	E.KarthickPrabhu (ECE)	Nominee from Alumni	
14	R.Abinaya	Nominee from Industrialist	

PRINCIPAL

To

1. IQAC File
2. All the IQAC members

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



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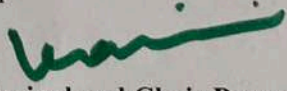
CIRCULAR


2.8.2018

The Seventh meeting of the Internal Quality Assurance Cell will be held on **16.8.2018** at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the sixth IQAC meeting. Also study the action taken and follow up action on the proceedings of the sixth IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the sixth IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the sixth IQAC meeting
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the sixth IQAC meeting
7. To submit and approve the academic calendar for **2018-19**
8. To submit and ratify the audited statement for the financial year 2017-18
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2017-18
10. To submit the result of the Anna University Examination held at May 2018.
11. To submit the action taken report of the various committees which were held after sixth IQAC meeting
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2017-18) and its improvement
13. Any other points with the permission of the Chair Person


Principal and Chair Person,
IQAC


PRINCIPAL
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PROCEEDINGS OF THE SEVENTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

HELD ON 16.08.2018 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhi	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.S.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	E.KarthickPrabhu (ECE)	Nominee from Alumni	
14	R.Abinaya	Nominee from Industrialist	

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
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Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the sixth IQAC meeting. Also study the action taken and follow up action on the proceedings of the sixth IQAC meeting held on 16.8.2017.

The following is the Action Taken Report on the decisions of the sixth IQAC meeting held on 16.8.2017

Plan of Action	Action taken
It was decided to have an Internal and External audit by department heads at the end of the each Academic year	The Principal has taken efforts to conduct both Internal and External Academic and Administrative Audit to check the validation and progress of all academic and administrative bodies.
It was decided to conduct value added courses for students effectively.	Value added Courses have been implemented in all programmes and its effective implementation is also audited by Internal and External AAA.
IQAC insisted to incorporate the outcome based educational system with proper course outcomes and program outcomes in the internal question papers with corresponding Blooms level	On 30.08.2017 and on 02.04.2018, two FDP have been organized for the faculties for providing pattern of question papers along with CO PO and preparation of course materials for the benefit of students learning process with the Resource Person as Dr. K. Arul Mozhi, Director, Vivekananda Institute of Academy, Chennai.
It was planned to conduct Parent teacher meeting.	The parents - teacher meeting was conducted through mentors and their feedback has been collected
It was decided to conduct Carrier Guidelines program for GATE coaching, ToEFL and awareness program for career guidance to our students	Career guidance programmes are well organized by Placement Cell so as equip the students towards bright career as well as life long learning

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



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After elaborate discussion, the Sixth IQAC minutes was approved

Points Discussed	Resolution
1. Welcome by the Chair Person	Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. Introduction of the members of IQAC by the Chair Person	Chair Person of IQAC introduced all the members
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Second IQAC meeting	Read by the Principal and approved.
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	Read and ratified
5. To approve the staff left the institution after the Second IQAC meeting	Read and ratified.
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Second IQAC meeting	Read and approved
7. To submit and approve the academic calendar for 2018-19	Read and approved. It was insisted that, all organizers / conveners of various conference / seminar / workshop are required to submit an event report along with feed back collected from the participants to IQAC within two days after completion of respective event.
8. To submit and ratify the audited statement for the financial year 2017-18	Read and ratified.
9. To submit and ratify the proceedings of the Feedback Review committee	Read and approved.

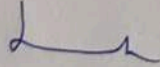
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meeting held in the academic year 2017-18	
10. To submit the result of the Anna University Examination held in May 2018	Read and ratified. It was decided to get question paper with answer while staff submitting the question paper for internal examination. Once the internal test over the staff are requested to submit the answer for the question in Google class room in order to the students to understand the right answer to be answered.
11. To submit the action taken report of the various committees which were held after 7th IQAC meeting	Read and ratified. It is suggested that the college web site need to be updated regularly. IQAC coordinator requested the Head of The Departments that, whenever a student indulges in ragging / malpractice or anti social activities need to be reported to IQAC immediately, so that disciplinary action can be initiated against the offender
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2017-18) and its improvement	Read and ratified. It was decided to conduct a guest lecture on NAAC preparation.
13. Any other points with the permission of the Chair Person	The coordinators of various committees are requested to conduct more number of outreach program with the collaboration of industry, service clubs so that all the students attend the program


IQAC Coordinator


Principal cum Chair Person


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CIRCULAR

2.2.2019

The Eighth meeting of the Internal Quality Assurance Cell will be held on 16.2.2019 at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the Seventh IQAC meeting. Also study the action taken and follow up action on the proceedings of the Seventh IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Seventh IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the Seventh IQAC meeting
6. To submit and approve the budget for the financial year 2019-20
7. To submit the result of the Anna University Examination held at November 2019.
8. To submit the action taken report of the various committees which were held after 7th IQAC meeting
9. Any other points with the permission of the Chair Person

Principal and Chair Person,

IQAC

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PROCEEDINGS OF THE EIGHTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 16.02.2019 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.M.Sivakumar	Head of the Institution	
2	Dr.K.Arulmozhi	Advisor	
3	Mr.S.Baskararaja	Secretary	
4	Mr. C.Sundaramoorthi	Nominee from local society	
5	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
6	Mr.S.Muthukumar	HOD/CSE	
7	Mrs.Sathiyakala	HOD/ECE	
8	Mr.E.JahubarSadik	HOD/MECH	
9	Mr.P.Manikandan	HOD/EEE	
10	Mr.J.Karthick	HOD/CIVIL	
11	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
12	Mr.L.ThangaMariappan	Exam cell in charge	
13	E.Karthick	Nominee from Alumni	
14	R.Vennila	Nominee from Industrialist	

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Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the seventh IQAC meeting. Also study the action taken and follow up action on the proceedings of the seventh IQAC meeting

The following is the Action Taken Report on the decisions of the IQAC meeting held on 16.08.2018 and the actions taken

Plan of Action	Action taken
It was decided to conduct value added courses beyond curriculum and for enhancing skills of the students in advanced technological field	Value added courses were conducted beyond the University curriculum and in current advanced technology and software. Staff were got trained before conducting this courses
It was decided to get question paper with answer while staff submitting the question paper for internal examination. Once the internal test over the staff are requested to submit the answer for the question in Google class room in order to the students to understand the right answer to be answered	All the staff followed the guidelines given by IQAC and verified by respective HODs
It was insisted that, all organizers / conveners of various conference / seminar / workshop are required to submit an event report along with feed back collected from the participants to IQAC within two days after completion of respective event.	As per the guidelines given by IQAC all the coordinators submitted event report within two days
It was decided to include more awareness program on Intellectual Property Rights (IPR)	Every year programs on IPR, EDP and two Research methodologies are conducted
It was also decided to conduct orientation program for the incoming freshers	For freshers, Induction orientation program is conducted every year
It is suggested that the college web site need to be updated regularly	The college allocated additional duty for a faculty with good knowledge in computer to update regularly. Also advised all HODs and club incharges to update the data to him accordingly
It was decided to conduct a guest lecture on NAAC preparation	Three programmes, i.Training Programme on " Good Documentation Practice for NAAC Accreditation Process", ii. Faculty Training on Mentoring". iii. Professional Development Programme on, "Implementation of ICT tools in effective Teaching- Learning Process" were conducted
IQAC coordinator requested all the heads of the departments that, whenever a student	HODs and Mentors are advised to follow the same. This was also emphasized to all

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indulges in ragging / malpractice or anti social activities need to be reported to IQAC immediately, so that disciplinary action can be initiated against the offender	faculty members through "Faculty Training on Mentoring" programme.
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After elaborate discussion, the Eighth IQAC minutes is approved

Points Discussed	Resolution
1. Welcome by the Chair Person	Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. Introduction of the members of IQAC by the Chair Person	Chair Person of IQAC introduced all the members
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the third IQAC meeting	Read by the Principal and approved
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	Read and ratified
5. To approve the staff left the institution after the Eighth IQAC meeting	Read and ratified.
6. To submit and approve the budget for the financial year 2019-20	Read and ratified.
7. To submit the result of the Anna University Examination held in November 2018.	Read and ratified.
8. To submit the admission process to be followed for the academic year 2019-20	<ul style="list-style-type: none">Principal informed that the trust decided to provide scholarship for the students hail from poor and downtrodden family. After elaborate discussion the procedure decided was approved.It was decided to properly monitor the progress of the Project work done by the students. The students should be encouraged to publish in the journal
9. To submit the action taken report of the various committees which were held after 7 TH IQAC meeting	<p>Read and ratified</p> <ul style="list-style-type: none">It was decided to take stock verification yearly.It was also decided to maintain the furniture, equipment's, building etc. properly and monitor their maintenanceIt was decided to put MoUs with Industries and reputed institution for faculty training

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	and students training in the latest equipment's available with the Industries and other leading institution
10. Any other points with the permission of the Chair Person	<ul style="list-style-type: none">• It was decided to conduct training program for nonteaching staff also.• It was decided to give regular Home work for problematic/ Design subjects to the students and it should be monitored by the HODs• It was decided to form a team with advanced learners and slow learners so that the slow learners improve their standard. Advance learners also recall by teaching the slow learners.

IQAC Coordinator

Principal cum Chair Person

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IQAC - MINUTES OF MEETING [ACADEMIC YEAR 2019-20]


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16.06.2019

CONSTITUTION OF IQAC [2019-20]

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year 2019-20 with the following members:

MEMBERS OF INTERNAL QUALITY ASSESSMENT CELL

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhami	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.M:Elayaraja	HOD/ECE	
7	Mr.E.JahubarSadik	HOD/MECH	
8	Mrs.S.Renuka	HOD/EEE	
9	Mr.J.Karthick	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
11	Mr.A.Gunalan	Training & Placement Officer	
12	Mrs.Mangaiyarkarasi	Librarian	
13	Mr.C.Saravanan, Manager Mr.B.Anbalakan, PD	Administrative Officers	
14	R.Karthiga	Third Year Students	
15	R.Keerthana	Second Year Students	
16	M.Bharathi	Nominee from Alumni	
17	A.Malathi	Nominee from Industrialist	

To

1. IQAC File
2. All the IQAC members

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CIRCULAR

03.8.2019

The 9th meeting of the Internal Quality Assurance Cell will be held on **21.8.2019** at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the Eighth IQAC meeting. Also study the action taken and follow up action on the proceedings of the Eighth IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Eighth IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the Eighth IQAC meeting
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Eighth IQAC meeting
7. To submit and approve the academic calendar for **2019-20**
8. To submit and ratify the audited statement for the financial year 2018-19
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2018-19
10. To submit the result of the Anna University Examination held at May 2019.
11. To submit the action taken report of the various committees which were held after Eighth IQAC meeting
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2018-19) and its improvement
13. Any other points with the permission of the Chair Person

Principal and Chair Person,
IQAC

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PROCEEDINGS OF THE 9th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING.

HELD ON 21.8.2019 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhami	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.M.Elayaraja	HOD/ECE	
7	Mr.E.JahubarSadik	HOD/MECH	
8	Mrs.S.Renuka	HOD/EEE	
9	Mr.J.Karthick	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
11	Mr.A.Gunalan	Training & Placement Officer	
12	Mrs.Mangaiyarkarasi	Librarian	
13	Mr.C.Saravanan, Manager Mr.B.Anbalakan, PD	Administrative Officers	
14	R.Karthiga	Third Year Students	
15	R.Keerthana	Second Year Students	
16	M.Bharathi	Nominee from Alumni	
17	A.Malathi	Nominee from Industrialist	

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Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the Eighth IQAC meeting. Also study the action taken and follow up action on the proceedings of the Eighth IQAC meeting

The following is the Action Taken Report on the decisions of the Eighth IQAC meeting held on 16.02.2019

Plan of Action	Action taken
To provide scholarship for the students hail from poor and downtrodden family	The policy for availing scholarship is reviewed and approved. The welfare schemes available are disseminated in induction programme for freshers.
To properly monitor the progress of the Project work done by the students and to encourage the students to publish in the journal	The procedure for effective implementation of projects, viz, the social/ environment relevance of project, the procedure adapted for reviewing the progress of project are reviewed and the staff members are encouraged to take efforts towards the publication of journals by students.
To take stock verification yearly.	It is accorded to conduct stock verification at the end of each academic year.
To maintain the furniture, equipments, building etc. Properly and monitor their maintenance	The policy and procedure adapted for maintenance of all infrastructures are reviewed and its effective implementation is verified.
To put MoUs with Industries and reputed institution for faculty training and students training in the latest equipments available with the Industries and other leading institution	The MoUs with various industries by Institute/ departments and their activities are submitted by Chair Person.
To conduct training program for nonteaching staff also	Training Programme on Office Management and Administration was conducted on 15.07.2019 for Non-teaching staff by Mr.M.Karuppasamy AP/SH
To give regular Home work for problematic/ Design subjects to the students and it should be monitored by the HODS	Tutorials and assignments given by course incharge are verified by AAA committee and its report is submitted.
To form a team with advanced learners and slow learners so that the slow learners improve their standard. Advance learners also recall by teaching the slow learners.	This team works good and slow learners are trained by Advance learners.

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After elaborate discussion, the Fourth IQAC minutes was approved

Points Discussed	Resolution
1. Welcome by the Chair Person	Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. Introduction of the members of IQAC by the Chair Person	Chair Person of IQAC introduced all the members
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Fourth IQAC meeting	Read by the Principal and approved.
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai	A brief description of the various communications received from AICTE, Anna University, Directorate of Technical Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the 8 th IQAC meeting	Read and ratified.
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Fourth IQAC meeting	Read and approved
7. To submit and approve the academic calendar for 2019-20	Read and approved. It is suggested to submit and approve the conduct of various programmes such as Internship, Industrial visit, Guest lecture, workshop, symposium and other social activities
8. To submit and ratify the audited statement for the financial year 2018-19	Budget, Income & expenditure statement of 2018-19 was presented. It is resolved to accord approval the budget and Income expenditure

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	for the academic year 2018-19.
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2018-19	Read and approved. It is suggested to submit the details of placement made for the academic year 2018-19 and the details of students gone for higher study.
10. To submit the result of the Anna University Examination held in May 2019	Read and ratified. Techniques to improve the Teaching Learning Process were discussed.
11. To submit the action taken report of the various committees which were held after Fourth IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2018-19) and its improvement	Read and ratified. More staff has to be encouraged to attend workshop/ seminars/ FDPs to upgrade themselves with the recent trends and also advised to utilize the financial support given by management.
13. Any other points with the permission of the Chair Person	<ul style="list-style-type: none">• To submit the minutes of the Academic Audit Committee Report for the academic year 2018-19.• To submit the annual report of e-governance for the academic year 2018-2019


IQAC Coordinator


Principal cum Chair Person


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CIRCULAR

22.01.2020

The Tenth meeting of the Internal Quality Assurance Cell will be held on 08.02.2020 at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the ninth IQAC meeting. Also study the action taken and follow up action on the proceedings of the ninth IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the ninth IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the ninth IQAC meeting
6. To submit the audit statement for the financial year 2018-19.
7. To submit and approve the budget for the financial year 2020-21
8. To submit the result of the Anna University Examination held at November 2020.
9. To submit the admission process to be followed for the academic year 2019-20
10. To submit the action taken report of the various committees which were held after ninth IQAC meeting
11. Any other points with the permission of the Chair Person

Principal and Chair Person,
IQAC

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PROCEEDINGS OF THE 10th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 08.02.2020 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhami	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.M.Elayaraja	HOD/ECE	
7	Mr.E.JahubarSadik	HOD/MECH	
8	Mrs.S.Renuka	HOD/EEE	
9	Mr.J.Karthick	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor /Mathematics	
11	Mr.A.Gunalan	Training & Placement Officer	
12	Mrs.Mangaiyarkarasi	Librarian	
13	Mr.C.Saravanan, Manager Mr.B.Anbalakan, PD	Administrative Officers	
14	R.Karthiga	Third Year Students	
15	P.Akilan	Second Year Students	
16	S.Mukeshkannan	Nominee from Alumni	
17	M.Kavitha	Nominee from Industrialist	


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Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the ninth IQAC meeting. Also study the action taken and follow up action on the proceedings of the ninth IQAC meeting

The following is the Action Taken Report on the decisions of the IQAC meeting held on **21.8.2019** and the actions taken

Plan of Action	Action taken
To implement various Techniques to improve the Teaching Learning Process.	Three Faculty training programme were conducted, namely, Training on ICT enabled teaching and learning on 11.11.2019, Workshop on "Bloom's Taxonomy: A Planning Tool for Crafting Effective Learning Outcomes" On 21.12.2019 and Faculty Training Programme on 'MOODLE LEARNING MANAGEMENT SYSTEM' on 06.01.2020 through IQAC to enhance the Teaching Learning Process.
More staff has to be encouraged to attend workshop/ seminars/ FDPs to upgrade themselves with the recent trends and also advised to utilize the financial support given by management.	Principal and HoDs have taken the responsibility of encouraging staff for effective utilization of financial support rendered by Management. The list of staff members and the details of programmes attended by them were submitted.
To submit the minutes of the Academic Audit Committee Report for the academic year 2018-19.	The Chair Person informed that the Internal and External Academic and Administrative Audit are regularly conducted in our college to enhance the quality of academic and administrative activities and also make the college to step towards the NAAC Accreditation.
To submit the annual report of e-governance for the academic year 2018-2019	The Annual Report of e-governance are submitted and was appreciated.
To submit and approve the conduct of various programmes such as Internship, Industrial visit, Guest lecture, workshop, symposium and other social activities	The list of co-curricular and extra curricular activities by students as well various programmes conducted in Institute and Department Level were submitted.
To submit the details of placement made for the academic year 2018-19 and the details of students gone for higher study.	The activities by placement cell as well as the details of placement through campus drive and students gone for higher studies were submitted.

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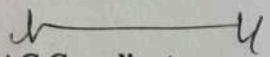
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Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

After elaborate discussion, the ninth IQAC minutes is approved

Points Discussed	Resolution
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the ninth IQAC meeting	Read by the Principal and approved. Dr.C.Vengatesan, Academic Expert appreciated the Chair Person for the effective implementation of all academic activities pertaining to students and staff. Mr. S.Rajkumar, Industrialist and Dr.C.Vengatesan, Academic Expert insisted the R & D activities of faculty members have to be improved through proper training programmes.
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	A brief description of the various communications received from AICTE, Anna University, Directorate of Technical Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the ninth IQAC meeting	Read and ratified.
6. To submit the audit statement for the financial year 2018-19.	Budget, Income & expenditure statement of 2018-19 presented to IQAC members. It is resolved to accord approval the budget and Income expenditure for the academic year 2018-19.
7. To submit and approve the budget for the financial year 2020-21	Budget statement of 2020-21 presented to IQAC members. After the discussion it is resolved to accord approval the budget for the 2020-21.
8. To submit the result of the Anna University Examination held in November 2019.	Read and ratified. The members of IQAC suggested that all the staff should utilize the modern teaching- learning methodologies such as power point presentation, videos, e learning, case studies, live projects etc so as to equip the students to update themselves and for self learning.
9. To submit the admission process to be followed for the academic year 2019-20	Read and ratified . IQAC members suggested that the current students and alumni are the ambassadors of the college and hence the welfare schemes should be disseminated through them to enhance the admission in forth coming years.
10. To submit the action taken report of the various committees which were held after ninth IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members.
11. Any other points with the permission of the Chair Person	Also it was suggested to conduct corona awareness programme for staff members who, in turn, disseminate the knowledge to their mentees.


IQAC Coordinator


Principal cum Chair Person


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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IQAC-MINUTES OF MEETING [ACADEMIC YEAR 2020-21]


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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CONSTITUTION OF IQAC [2020-21]

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year 2020-21 with the following members:

MEMBERS OF INTERNAL QUALITY ASSESSMENT CELL

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhi	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.E.JahubarSadik	HOD/MECH	
7	Mrs.S.Renuka	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Mrs.M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Maths	
11	SelvaVenkatesh.M (EEE) Mahesh Boopathy.R (MECH)	Third Year Students	
12	M.Viyajakumar	Second Year Students	
	R.Kavitha Sri (CSE) K.Atehaya (ECE)	Second Year Students	
13	Sam Jebaraj.J (CIVIL)	Nominee from Alumni	
14	Nidish.S	Nominee from Industrialist	
15	R.Ramesh	Nominee from Stakeholders- Parents	



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CIRCULAR

07.8.2020

The Eleventh meeting of the Internal Quality Assurance Cell will be held on **19.8.2020** at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the Tenth IQAC meeting. Also study the action taken and follow up action on the proceedings of the Tenth IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Tenth IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the Tenth IQAC meeting
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Tenth IQAC meeting
7. To submit and approve the academic calendar for **2020-21**
8. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year **2019-20**
9. To submit the result of the Anna University Examination held at May 2020.
10. To submit the action taken report of the various committees which were held after Tenth QAC meeting
11. To submit and discuss the Staff Development program attended by the staff in the last academic year (**2019-20**) and its improvement
12. Any other points with the permission of the Chair Person

Principal and Chair Person,
IQAC

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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PROCEEDINGS OF THE ELEVENTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

HELD ON 19.8.2020 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhi	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.E.JahubarSadik	HOD/MECH	
7	Mrs.S.Renuka	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Mrs.M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Maths	
11	SelvaVenkatesh.M (EEE) Mahesh Boopathy.R (MECH)	Third Year Students	Selva Valli Mahesh Boopathy.
12	M.Viyajakumar	Second Year Students	Vijaya/cumar
	R.Kavitha Sri (CSE) K.Atchaya (ECE)	Second Year Students	Kavitha Atchaya
13	Sam Jebaraj.J (CIVIL)	Nominee from Alumni	Sam Anji
14	Nidish.S	Nominee from Industrialist	Nidish
15	R.Ramesh	Nominee from Stakeholders- Parents	Ramesh.



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Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the Tenth IQAC meeting. Also study the action taken and follow up action on the proceedings of the Tenth IQAC meeting

The following is the Action Taken Report on the decisions of the Tenth IQAC meeting held on 08.02.2020

Plan of Action	Action taken
The R & D activities of faculty members have to be improved through proper training programmes.	All the faculty members are encouraged to attend more online webinars to upgrade themselves in R & D activities. Also programmes regarding IPR were conducted.
The members of IQAC suggested that all the staff should utilize the modern teaching- learning methodologies such as power point presentation, videos, e learning, case studies, live projects etc so as to equip the students to update themselves and for self learning.	The HoDs as well as senior faculty members have given internal training for all the Juniors how to adapt effective online teaching methodology for the implementation of good learning practice.
IQAC members suggested that the current students and alumni are the ambassadors of the college and hence the welfare schemes should be disseminated through them to enhance the admission in forth coming years.	An Induction programme for current students was conducted by the corresponding mentors and mentees through google meet, where the achievements of college, scholarships available for the students [both government and institutional], placement activities, co-curricular and extra-curricular activities are highlighted
Also it was suggested to conduct corona awareness programme for staff members who, in turn, disseminate the knowledge to their mentees.	It has been instructed to mentors that the mentees should always be in contact with mentors so that in case of any emergency, college can take effective steps to make them safety.



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After elaborate discussion, the 10th IQAC minutes was approved

Points Discussed	Resolution
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Tenth IQAC meeting	Read by the Principal and approved. The external experts appreciated the Chair Person for the effective implementation of all academic activities pertaining to students and staff. IQAC members suggested that the R & D activities of faculty members have to be improved through proper training programmes.
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai	A brief description of the various communications received from AICTE, Anna University, Directorate of Technical Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the 10 th IQAC meeting	Read and ratified.
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Tenth IQAC meeting	Read and approved. IQAC members suggested that the non-teaching staff members should be trained with computer knowledge for the effective implementation of e-governance.
7. To submit and approve the academic calendar for 2020-21	Read and approved.
8. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2019-20	Read and approved.

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



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9. To submit the result of the Anna University Examination held in May 2020	Read and ratified. .
10. To submit the action taken report of the various committees which were held after Tenth IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members
11. To submit and discuss the Staff Development program attended by the staff in the last academic year (2019-20) and its improvement	Read and ratified. It was suggested to monitor the effective implementation of financial support to faculty members to attend FDPs
12. Any other points with the permission of the Chair Person	It was suggested to conduct corona awareness programme for staff members who, in turn, disseminate the knowledge to their mentees

IQAC Coordinator

Principal cum Chair Person



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CIRCULAR

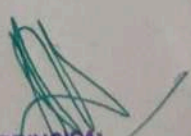
27.01.2021

The Twelfth meeting of the Internal Quality Assurance Cell will be held on 12.02.2021 at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the Eleventh IQAC meeting. Also study the action taken and follow up action on the proceedings of the Eleventh IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Eleventh IQAC meeting
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
5. To approve the staff left the institution after the Eleventh IQAC meeting
6. To approve the staff joined the institution after the Eleventh IQAC meeting
7. To submit the audit statement for the financial year 2019-20.
8. To submit and approve the budget for the financial year 2021-22
9. To submit the result of the Anna University Examination held at November 2021.
10. To submit the admission process to be followed for the academic year 2020-21
11. To submit the action taken report of the various committees which were held after Eleventh IQAC meeting
12. Any other points with the permission of the Chair Person


Principal and Chair Person,
IQAC


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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PROCEEDINGS OF THE TEWELTH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 12.02.2021 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhi	Head of the Institution	
2	Mr.S.Baskararaja	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.RameshBabu	HOD/S&H IQAC Co-Ordinator	
5	Mr.S.Muthukumar	HOD/CSE	
6	Mr.E.JahubarSadik	HOD/MECH	
7	Mrs.S.Renuka	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Mrs.M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Mathematics	
11	Mr.C.Saravanan, Manager Mr.B.Anbalakan, PD	Administrative Officers	
12	SelvaVenkatesh.M (EEE) Mahesh Boopathy.R (MECH)	Third Year Students	
13	Balamurugan (EEE) Muniraj.K (MECH)	Third Year Students	
14	KALKI LAKSHMI. V (CSE) RAMAR.A (ECE)	Second Year Students	
15	R.Sathya	Nominee from Industrialist	
16	K.Sakthivel	Nominee from Stakeholders-Parents	



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Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the Eleventh IQAC meeting. Also study the action taken and follow up action on the proceedings of the Eleventh IQAC meeting

The following is the Action Taken Report on the decisions of the IQAC meeting held on **19.8.2020** and the actions taken

Plan of Action	Action taken
IQAC members suggested that the R & D activities of faculty members have to be improved through proper training programmes.	On 07.11.2020, a Professional Development Programme on "Skills of Writing Research Papers" was conducted for the staff members interested in R & D activities.
IQAC members suggested that the non-teaching staff members should be trained with computer knowledge for the effective implementation of e-governance.	A Training Programme on "MS office: word and spreadsheet" on 26.09.2020 and another "Training on Administrative software" on 07.11.2020 were conducted for the non-teaching staff members.
It was suggested to conduct corona awareness programme for staff members who, in turn, disseminate the knowledge to their mentees	On 19.12.2020, a Mental Health Awareness Programme in Covid 19 Pandemic was conducted by IQAC for all teaching and non-teaching staff
It was suggested to monitor the effective implementation of financial support to faculty members to attend FDPs	All the HoDs and Principal take the responsibility to encourage all the staff members to upgrade themselves by attending webinars, FDPs etc which are sponsored by Management. The Chairperson presented the list of staff members undergone financial support to IQAC.

After elaborate discussion, the Eleventh IQAC minutes is approved

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.

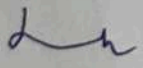


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Points Discussed	Resolution
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry-Institute activities etc) after the Eleventh IQAC meeting	Read by the Principal and approved. The IQAC appreciated the marked progress made by the institution and congratulated the efforts taken by the Principal and the staff.
4. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.	A brief description of the various communications received from AICTE, Anna University, Directorate of Technical Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the Eleventh IQAC meeting	Read and ratified.
6. To approve the staff joined the institution after the Eleventh IQAC meeting	Read and ratified.
7. To submit the audit statement for the financial year 2019-20.	Budget, Income & expenditure statement of 2019-20 presented to IQAC. It is resolved to accord approval the budget and Income expenditure for the academic year 2019-20.
8. To submit and approve the budget for the financial year 2021-22	Read and ratified.
9. To submit the result of the Anna University Examination held in November 2020.	Read and ratified. The members requested the Principal to monitor and to take necessary steps to improve the result of the college from semester to semester.
10. To submit the admission process to be followed for the academic year 2020-21	Read and ratified . It was suggested to submit the list of students received government and non government scholarship.
11. To submit the action taken report of the various committees which were held after Eleventh IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members
12. Any other points with the permission of the Chair Person	It was decided to adopt Innovative teaching methods to be adopted in order to improve the learning process.


IQAC Coordinator


Principal cum Chair Person



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IQAC - MINUTES OF MEETING [ACADEMIC YEAR 2021-22]


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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CIRCULAR

12.06.2021

CONSTITUTION OF IQAC [2021-22]

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year 2021-22 with the following members:

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhi	Head of the Institution	
2	Mr.P.Siva subramaniam	Secretary	P. Siva Subramaniam
3	Mr. C.Sundaramoorthi	Nominee from local society	Sundaramoorthi
4	Dr.A.D.Ramesh Babu	HOD/S&H IQAC Co-Ordinator	
5	Dr.S.Muthu kumar	HOD/CSE	
6	Mr.E.Jahubar Sadik	HOD/MECH	
7	Mrs.R.Siva sangari	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Ms..M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Mathematics	
11	T.Thangaraj	Third year students	Thangaraj
12	M.Viyajakumar	Second Year Students	Viyajakumar.

PRINCIPAL

To

1. IQAC File
2. All the IQAC members

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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CIRCULAR

1.8.2021

The Thirteenth meeting of the Internal Quality Assurance Cell will be held on 16.8.2021 at 10 a.m. in Conference Hall. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda

- ❖ Welcome by the Chair Person.
- ❖ Introduction of the members of IQAC by the Chair Person
- ❖ To submit and approve the proceedings of the 12th IQAC meeting
- ❖ Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Institute industry activities etc) in the academic year 2020-21
- ❖ To read and ratify the letter received from AICTE, Anna University, & Directorate of Technical Education, Chennai.
- ❖ To approve the staff left the institution in the academic year 2020-21.
- ❖ To approve the appointment of Teaching and Non teaching staff members in the month of June 2021.
- ❖ To submit and ratify the audited statement for the financial year 2020-21.
- ❖ To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2020-21 [Even semester]
- ❖ To submit the result of the Anna University Examination held at May-June 2021.
- ❖ To submit and review the procedure adopted for the E - Governance and its report.
- ❖ To submit and discuss the placement for the last academic year 2020-21 and its improvement.
- ❖ To submit and discuss the Staff Development program attended by the staff in the last academic year (2020-21) and its improvement.
- ❖ To submit and analysis the CO, PO, and PEOs attainment and further action to be initiated.
- ❖ To submit and analysis the MoUs signed and analysis of the activities taking place as per the new and existing MOUs
- ❖ Any other points with the permission of the Chair Person


Principal and Chair Person,
[IQAC]



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PROCEEDINGS OF THE 13th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 16.8.2021 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhami	Head of the Institution	
2	Mr.P.Siva subramaniyam	Secretary	P. Siva Subramaniyam
3	Mr. C.Sundaramoorthi	Nominee from local society	Sundaramoorthi
4	Dr.A.D.Ramesh Babu	HOD/S&H IQAC Co-Ordinator	
5	Dr.S.Muthu kumar	HOD/CSE	
6	Mr.E.Jahubar Sadik	HOD/MECH	
7	Mrs.R.Siva sangari	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Ms.M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Mathematics	
11	T.Thangaraj	Third year students	Thangaraj
12	M.Viyajakumar	Second Year Students	Vijayakumar

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



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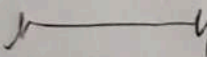
Minutes of Meeting:

1. **Welcome by the Chair Person** - Chair Person of IQAC welcomed all the members and requested the members to give their valuable suggestions in order to bring the college as Centre of Excellence
2. **Introduction of the members of IQAC by the Chair Person** - Chair Person of IQAC introduced all the members
3. **To submit and approve the proceedings of the 12th IQAC meeting.** Also study the action taken and follow up action on the proceedings of the 12th IQAC meeting

The following is the Action Taken Report on the decisions of the 13th IQAC meeting .

Plan of Action	Action taken
It was decided to conduct Communication skill, Life skill programs for the students in order to excel in their profession	As per the decision of IQAC Communication skill programs and Life skill programs are conducted for students.
It was decided to adopt Innovative teaching methods to be adopted in order to improve the learning process.	Five different Innovative teaching methods are well practiced to the staff and all the staff are using at least one innovative teaching methods in the courses that they are handling
The members requested the Principal to monitor and to take necessary steps to improve the result of the college from semester to semester	Principal and HOD are taking serious steps in order to improve the University result by regularly monitoring the Internal examination results and follow up action.
It was suggested to submit the list of students received government and non government scholarship.	The Chair person submitted the list of students availed scholarship, both institutional and government.

After elaborate discussion, the 12th IQAC minutes is approved


IQAC Coordinator


Principal cum Chair Person


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA.



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

CIRCULAR

14.9.2022

The fourteenth meeting of the Internal Quality Assurance Cell will be held on 23.9.2022 at 10 a.m. in Conference Hall. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda

17. Welcome by the Chair Person.
18. Introduction of the members of IQAC by the Chair Person
19. To submit and approve the proceedings of the 13th IQAC meeting
20. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Institute industry activities etc) in the academic year 2020-21
21. To read and ratify the letter received from AICTE, Anna University, & Directorate of Technical Education, Chennai.
22. To approve the staff left the institution in the academic year 2020-21.
23. To approve the appointment of Teaching and Non teaching staff members in the month of June 2021.
24. To submit and ratify the audited statement for the financial year 2020-21.
25. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2020-21 [Even semester]
26. To submit the result of the Anna University Examination held at May –June 2021.
27. To submit and review the procedure adopted for the E – Governance and its report.
28. To submit and discuss the placement for the last academic year 2020-21 and its improvement.
29. To submit and discuss the Staff Development program attended by the staff in the last academic year (2020-21) and its improvement.
30. To submit and analysis the CO, PO, and PEOs attainment and further action to be initiated.
31. To submit and analysis the MoUs signed and analysis of the activities taking place as per the new and existing MOUs
32. Any other points with the permission of the Chair Person

Principal and Chair Person,
[IQAC]

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTA



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

PROCEEDINGS OF THE 14th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 23.9.2022 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

S.No	Committee Members	Category	Sign
1	Dr.K.Arulmozhi	Head of the Institution	
2	Mr.P.Siva subramaniyam	Secretary	
3	Mr. C.Sundaramoorthi	Nominee from local society	
4	Dr.A.D.Ramesh Babu	HOD/S&H IQAC Co-Ordinator	
5	Dr.S.Muthu kumar	HOD/CSE	
6	Mr.E.Jahubar Sadik	HOD/MECH	
7	Mrs.R.Siva sangari	HOD/EEE	
8	Mr.M.Elayaraja	HOD/ECE	
9	Ms.M.Petchiyammal	HOD/CIVIL	
10	Mr.M.Karuppasamy	Assistant Professor/Mathematics	
11	M.Booskaraboopathy	Final year students	
12	R.Vinothkumar	Second Year Students	

IQAC-Co-Ordinator

IQAC Chairperson



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PROCEEDINGS OF THE 14th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 23.09.2022 AT 11 AM IN PRINCIPAL CABIN

S.No	Agenda	Points discussed for implementation and outcomes
1	Welcome address by the chair person	The IQAC Chairperson extended his greetings and welcomed all the members
2	Submission of proceedings of the last IQAC meeting	The IQAC Chairperson read the minutes of the 13 th IQAC meeting. The minutes were reviewed by the members and ratified.
3	Status of the accreditation work by the Chairperson	It is planned to submit the application shortly for accreditation through NAAC and it is also planned to apply NBA in next year.
4	To approve and ratify APR/MAY 2022 results.	The Anna University Examinations results APR/MAY 2022 were reviewed in the meeting. It was requested that all the staff to take necessary steps in this regard by making quality videos of the subject duly posted in the Google Classroom so that the ranking of the college will be increased. It was approved and ratified by the members.
5	To approve and ratify the placement details	The Chairperson of IQAC informed that 100% placement has been provided for all students and it is also insisted to increase the CTC of students in this academic year And it is planned to motivate more number of students to appear for GATE exam.
6	To ratify value added courses conducted by all departments	29 Value added courses are being conducted. It is initiated to make use of Naan Muthalvan, Internshala, NPTEL, Swayam and Coursera to learn the latest technology, internship and developing additional skills for employability. It was approved and ratified by the members.
7	Submission of internship gone by the students .	It is decided to send more students for internship programme during their vacation period.
8	To approve and ratify Feedback review Committee	Feedback review Committee minutes was approved and ratified
9	Submission of Co-curricular and Extra Curricular activities of the students	It is planned to conduct 220 Co-curricular and Extra Curricular activities through various clubs and cells in the academic year 2022-23
10	To approve and ratify the appointments made and relieved after 14 th IQAC meeting	Appointment of the faculty members after 13 th IQAC meeting were read and ratified. The staff members who relieved from the college after 13 th IQAC meeting was also ratified.
11	To ratify all academic council meeting	All the departments of the college conducted Academic Council Meetings and submitted the minutes of the meeting. It was reviewed and

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11	To ratify all academic council meeting	All the departments of the college conducted Academic Council Meetings and submitted the minutes of the meeting. It was reviewed and approved by the IQAC.
12	Any other points with the permission of the Chairperson	<p>The management is also insisted to conduct moral value and personality development classes</p> <p>As per the students requisition, it is planned to arrange communication skill, Japanese Language Training, Industrial visit and more number of Sports and Games.</p> <p>It is approved to have a break for 15 minutes in the afternoon.</p> <p>Also it is requested to improve Mobile network in the campus</p> <p>Parents suggested to make the student with neat grooming with uniform.</p> <p>As per the suggestions given by the Alumina, taking necessary step to improve the admission in Aruppukottai and advertising our college activities like News Letter through digital marketing and frequent updation of our college website is approved and ratified.</p> <p>The management members, Parents and alumina appreciated tree plantation activity of our college.</p>


IQAC-Co-Ordinator


IQAC Chairperson


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 131, ARUPPUKOTTA.

15/07

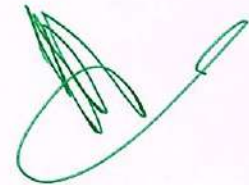
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IQAC – MINUTES OF MEETING

[ACADEMIC YEAR 2022 – 2023]



PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134, ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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CIRCULAR

11.10.2022

The fifteenth meeting of the Internal Quality Assurance Cell will be held on 14.10.2022 at 11 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda

- Welcome by the Chair Person.
- Introduction of the members of IQAC by the Chair Person
- To submit and approve the proceedings of the 14th IQAC meeting
- Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students' achievement, internship by the students, Institute industry activities etc.) in the academic year 2021-22
- To approve the staff left the institution in the academic year 2021-22.
- To approve the appointment of Teaching and Non-teaching staff members in the month of June 2022.
- To submit and ratify the audited statement for the financial year 2021-22.
- To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2021-22 [Even semester]
- To submit the result of the Anna University Examination held at May -June 2022.
- To submit and review the procedure adopted for the E-Governance and its report.
- To submit and discuss the placement for the last academic year 2021-22 and its improvement.
- To submit and discuss the Staff Development program attended by the staff in the last academic year (2021-22) and its improvement.
- To submit and analysis the CO, PO, and PEOs attainment and further action to be initiated.
- To submit and analysis the MOUs signed and analysis of the activities taking place as per the new and existing MOU
- Any other points with the permission of the Chair Person

Principal and Chair Person. (IQAC)

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SREE SOWDAMBIKA COLLEGE OF ENGS
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SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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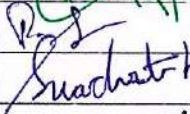
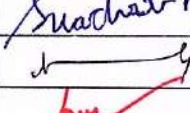
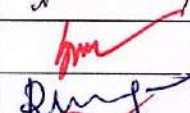
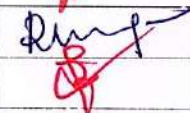
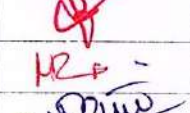
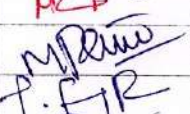
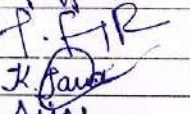
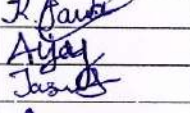
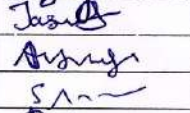
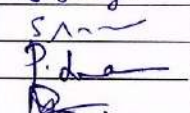
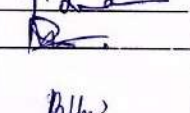

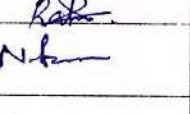
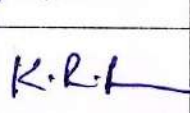
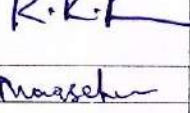
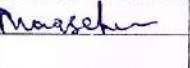
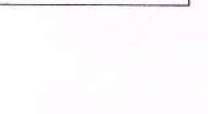
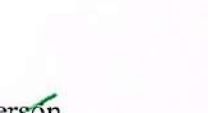
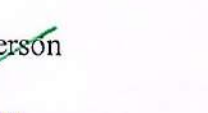

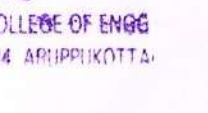
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PROCEEDINGS OF THE 15th INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING HELD ON 14.10.2022 AT 11 AM IN PRINCIPAL CABIN

15th Internal Quality Assurance Cell Meeting

Date: 14.10.2022

Members Present :

S.No	Committee Members	Category	Signature
1.	Dr.K. Arulmozhi	Head of the Institution	
2.	Mr. P.Siva Subramaniam	Secretary	
3.	Mr.C.Sundaramoorthi	Nominee from local Society	
4.	Dr.A.D.Ramesh Babu	HOD / S&H IQAC Co-Ordinator	
5.	Dr.S.Muthukumar	HOD/CSE	
6.	Dr.R.Sivasangari	HOD/EEE	
7.	Mr.F.Jahubar Sadik	HOD/MECH	
8.	Mr. M.Elaya Raja	HOD/ESE	
9.	Ms.M.Petchiyammal	HOD CIVIL	
10.	Mr.M.Karuppusamy	Assistant Professor Mathematics	
11.	Jayakumar	3rd year CSE	
12.	Ajay Raj	3rd year CSE	
13.	Jaswanth Babu	3rd year EEE	
14.	Arun Junai Raja	3rd year EEE	
15.	Mr.S.Ganesh Kumar AP/ECE	Exam Cell Incharge	
16.	Mrs. P.Sinduja AP/ECE	Training & Placement Officer	
17.	Mrs. Mariam Therasa	Librarian	
18.	Mr.C.Saravanan Mr.B.Anbalākan	Administrative Officers	
19.	Mr.Rakul Kumar	Nominee from Alumni	
20.	Mr.N.Balakarthyeyan Crystal Delta, Aruppukottai	Nominee from Industrialist	
21.	Mr.K.R.Padmanaban , MD Raja Gri Information Systems Coimbatore	Nominee from Industrialist	
22.	Mr.Mariselvam	Nominee from Stakeholders – Parent	
23.	Dr.A.D.Ramesh Babu	IQAC, Co-ordinator	


IQAC Co-Ordinator


IQAC – Chairperson

PRINCIPAL

SREE SOWDAMBIKA COLLEGE OF ENGINEERING

CHETTICKURICHI - 626 134 ARUPPIKOTTA

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PROCEEDINGS OF THE 15th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 14.10.2022 AT 11 AM IN PRINCIPAL CABIN

S.No	Agenda	Points discussed for Implementation and outcomes
1	Welcome address by the chair	The IQAC Chairperson extended his greetings person and welcomed all the members
2	Submission of proceedings of the last IQAC meeting	The IQAC chairperson read the minutes of the 14 th IQAC meeting. The minutes were reviewed by the members and ratified
3	Status of the accreditation work by the chairperson	It is planned to submit the application shortly for accreditation through NAAC and it is also planned to apply NBA in next year.
4	To approve and ratify APR/MAY 2022 results	The Anna University Examinations results APR/MAY 2022 were reviewed in the meeting. It was requested that all the staff to take necessary steps in this regard by making quality videos of the subject duly posted in the Google Classroom so that the ranking of the college will be increased. It was approved and ratified by the members.
5	To approve and ratify the placement details	The Chairperson of IQAC informed that 100% Placement has been provided for all students and it is also insisted to increase the CTC of Students in this academic year and it is planned to motivate a greater number of students to appear for GATE exam.
6	To ratify value added courses conducted by all departments	29 value added courses are being conducted. It is initiated to make use of Naan Muthalvan, Internshala, NPTEL, Swayam and Coursera to learn the latest technology, internship and developing additional skills for employability. It was approved and ratified by the members.
7	Submission of internship gone by the students.	It is decided to send more students for internship programme during their vacation period.
8	To approve and ratify Feedback review committee	Feedback review committee minutes was approved and ratified.


PRINCIPAL

9	Submission of Co-curricular and Extra Curricular activities of the students	It is planned to conduct 250 Co-curricular and Extra Curricular activities through various clubs and cells in the academic year 2022-23
10	To approve and ratify the appointments made and relieved after 15 th IQAC meeting.	Appointment of the faculty members after 14 th IQAC meeting were read and ratified. The staff members who relieved from the college after 14 th IQAC meeting was also ratified.
11	To ratify all academic council meeting	All the departments of the college conducted Academic Council Meetings and submitted the minutes of the meeting. It was reviewed and approved by the IQAC.
12	Any other points with the permission of the Chairperson	<p>The management is also insisted to conduct moral value and personality development classes As per the student's requisition. It is planned to arrange communication sill, Japanese Language Training. Industrial visit and a greater number of Sports and Games.</p> <p>It is approved to have a break for 15 minutes in the afternoon.</p> <p>Also, it is requested to improve Mobile network in the campus</p> <p>Parents suggested to make the student with neat grooming with uniform.</p> <p>As per the suggestions given by the Alumina, taking necessary step to improve the admission in Aruppukottai and advertising our college activities like News Letter through digital marketing and frequent updation of our college website is approved and ratified.</p> <p>The management members, Parents and alumina appreciated tree plantation activity of our college.</p> <p>Read and Approved</p>
	To Read and approve the Strategy Plan	

IQAC Co-Ordinator

Principal and Chair Person. (IQAC)

PRINCIPAL

SREE SOWDAMBIKA COLLEGE OF ENGG
HEFTIKURICHI - 626 134 ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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CIRCULAR

17.02.2023

The Sixteenth meeting of the Internal Quality Assurance Cell will be held on 21.02.2023 at 11.30 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda

- Welcome by the Chair Person.
- Introduction of the members of IQAC by the Chair Person
- To submit and approve the proceedings of the 15th IQAC meeting
- Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students' achievement, internship by the students, Institute industry activities etc.) in the academic year 2022-23
- To approve the staff left the institution in the academic year 2022-23.
- To approve the appointment of Teaching and Non-teaching staff members in the month of June 2023.
- To submit and ratify the audited statement for the financial year 2022-23.
- To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2022-23
- To submit the result of the Anna University Examination held at May -June 2023 .
- To submit and review the procedure adopted for the E-Governance and its report.
- To submit and discuss the placement for the last academic year 2022-23 and its improvement.
- To submit and discuss the Staff Development program attended by the staff in the last academic year (2022-23) and its improvement.
- To submit and analysis the CO, PO, and PEOs attainment and further action to be initiated.
- To submit and analysis the MOUs signed and analysis of the activities taking place as per the new and existing MOU
- Any other points with the permission of the Chair Person

Principal and Chair Person. (IQAC)

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGINEERING
CHETTICKURICHI - 626 134 ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING

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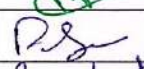
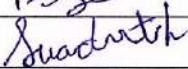
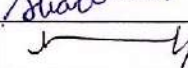


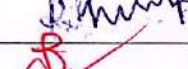

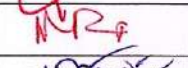
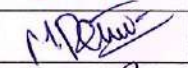
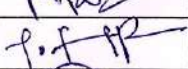
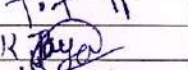
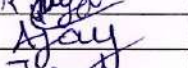
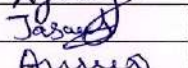
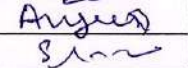


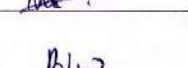
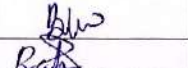
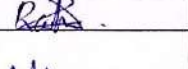

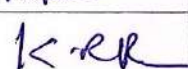
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PROCEEDINGS OF THE 15th INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING HELD ON 21.02.2023 AT 11.30 AM IN PRINCIPAL CABIN

16th Internal Quality Assurance Cell Meeting

Date: 21.02.2023

Members Present :

S.No	Committee Members	Category	Signature
1.	Dr.K. Arulmozhi	Head of the Institution	 21/2/23
2.	Mr. P.Siva Subramaniam	Secretary	
3.	Mr.C.Sundaramoorthi	Nominee from local Society	
4.	Dr.A.D.Ramesh Babu	HOD / S&H IQAC Co-Ordinator	
5.	Dr.S.Muthukumar	HOD/CSE	
6.	Dr.R.Sivasangari	HOD/EEE	
7.	Mr.F.Jahubar Sadik	HOD/MECH	
8.	Mr. M.Elaya Raja	HOD/ESE	
9.	Ms.M.Petchiyammal	HOD CIVIL	
10.	Mr.M.Karuppusamy	Assistant Professor Mathematics	
11.	Jayakumar	3rd year CSE	
12.	Ajay Raj	3rd year CSE	
13.	Jaswanth Babu	3rd year EEE	
14.	Arun Junai Raja	3rd year EEE	
15.	Mr.S.Ganesh Kumar AP/ESE	Exam Cell Incharge	
16.	Mrs. P.Sinduja AP/ECE	Training & Placement Officer	
17.	Mrs. Mariam Therasa	Librarian	
18.	Mr.C.Saravanan Mr.B.Anbalakan	Administrative Officers	
19.	Mr.Rakul Kumar	Nominee from Alumni	
20.	Mr.N.Balakarthykeyan Crystal Delta, Aruppukottai	Nominee from Industrialist	
21.	Mr.K.R.Padmanaban , MD Raja Gri Information Systems Coimbatore	Nominee from Industrialist	
22.	Mr.Mariselvam	Nominee from Stakeholders – Parent	
23.	Dr.A.D.Ramesh Babu	IQAC, Co-ordinator	

IQAC Co-Ordinator

IQAC Chairperson

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG
CHETTICKURICHI - 626 134 ARUPPUKOTTAI

SREE SOW DAMBIKA COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)


Chettikurichi, Aruppukotta I, 626101, Virudhunagar Dt. Ph : 04566-229801

PROCEEDINGS OF THE 16th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 21.02.2023 AT 11.30 AM IN PRINCIPAL CABIN

S.No	Agenda	Points discussed for Implementation and outcomes
1	REVIEW-15 IQAC	The minutes of 15 th IQAC was reviewed and approved in the meeting.
2	NAAC- SSR SUBMISSION	It is informed that the NAAC SSR report has successfully been submitted. The queries raised by them also have been submitted.
3	Admission Intake	It was ratified in the meeting regarding the addition and reduction of admission intake for the academic year 2023-2024. For civil engineering and mechanical engineering, the intake had been reduced from 60 to 30 whereas for Computer Science and Engineering, it had been increased from 60 to 120.
4	Ratifying the appointment/ relieved details	The principal of the college read the details of the staff who were all appointed newly and the staff who were relieved from the college. It has been ratified in the meeting
5	NBA Accreditation	It is decided to apply for NBA accreditation to the following branches CSE, EEE, and Mechanical Engineering before the end of December 2023.
6	Anna University Results	The Results of the Anna University April/May 2023 have been discussed in the Meeting. Staff members are advised to provide sizable results for the next academic year.
7	Minutes of various meeting	The minutes of various committee meetings have been read and ratified.
8	Feedback Review Committee	It is approved and ratified the proceedings of the Feedback Review Committee meeting held on 18th April 2023.
9	Placement details	The placement details have been submitted and ratified in the meeting. Out of 95, 68 students have successfully been placed in various companies..
10	Alumni Association	It has been decided to strengthen the structure and functioning of the alumni association this academic year.
11	Naan Mudhalvan Course	It is informed that eight courses are being conducted under NAAN MUDHALVAN SCHEME for the academic year 2023-2024.

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGINEERING
CHETTICKURICHI - 626 134, ARUPPUKOTTA

12	MOU'S Signed	A detailed discussion has been made regarding the MOU to be signed by the various departments.
13	Self appraisal form	The self-appraisal form has been procured from all the staff members for the academic year 2022-2023. It is submitted and ratified in the meeting.
14	Faculty Development Programme	The principal of the college appreciated all the staff members for attending the Faculty Development Programme during the academic Year 2022-2023.
15	Value added Courses	Value-added courses are being conducted for all-year students. 21 courses are being imparted to the students. The duration for each course is about 30-40 hours.. The duration for each course is about 30-40 hours.
16	Motivational classes and career Guidance classes	It is decided to organize more motivational classes for final year students to face the interview without any fear or inhibitions.
17	Scholarship	The details of the scholarship were read and ratified.
18	Out Reach Programmes	It is decided to conduct a Drug Awareness Programme for all the schools and village Panchayats of virudhunagar district
19	PTA Meeting	It is planned to conduct Parent Teacher Meetings once in three months from this academic year onwards.
20	ATAL LAB & Mini projects	Mini Projects are being done by our students and they will be exhibited in another three weeks. It is resolved to take those mini projects and ATAL lab experiments to all nearby schools.
21	To Read and approve the Strategy Plan	Read and Approved


IQAC Co-Ordinator


Principal and Chair Person. (IQAC)

PRINCIPAL
SREE SONDAMBIRA COLLEGE OF ENGINEERING
4FTTIRICH - 626 134 ARIPPIKOTTA



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Chettikurichi, Aruppukottai, 626101, Virudhunagar Dt. Ph : 04566-229801

IQAC - MINUTES OF MEETING [ACADEMIC YEAR 2023-24]




PRINCIPAL

SREE SOWDAMBIKA COLLEGE OF ENGG.
CHETTICKURICHI-626134 ARUPPUKOTTAI

Agenda

The following will be the agenda for the 17th IQAC meeting to be held on 18th October 2023 Wednesday at 11 am.

- 1) Welcome by the Chairman of the IQAC.
- 2) To review and approve the 16th IQAC meeting minutes.
- 3) To submit report and information about the college by the principal.
- 4) To ratify the appointments made and staff relieved after the 16th IQAC meeting.
- 5) To submit the report about admission made for the academic year 2023-24.
- 6) To submit and approve the Department Advisory committee reports of all the departments.
- 7) To submit the Anna University result held in April/May 2023.
- 8) To submit and ratify the budget for the financial year 2023-24.
- 9) To discuss about the MOUs to be signed and analysis the MOUs signed by the various department.
- 10) To discuss about the alumni association and its activities.
- 11) To submit and ratify the proceedings of the Feedback Review Committee - meeting held on 18 April 2023.
- 12) To submit the Staff self-Appraisal report.
- 13) To submit the report of NAAC accreditation SSR submission and query submission.
- 14) To submit the report and approve NBA application.
- 15) To ratify the reduced intake of Civil and Mechanical department 30 each.
- 16) To ratify the addition intake of 60 in the Computer Science and Engineering Department.
- 17) To ratify the minutes of all the committee.
- 18) To approve and ratify Placement details of the year 2022-23.
- 19) To approve the Naan Muthalvan courses for the academic year 2023-24.
- 20) To approve the Virtual Lab courses to be conducted in all the departments.
- 21) Any other points with the permission of the Chair.


Principal

PRINCIPAL
SREE SOYDAMBIKA COLLEGE OF ENGG
METTURURICHI - 626 134, AROPPUKOTTAI

17th Internal Quality Assurance Cell Meeting

Date: 18.10.2023

Members Present :

S.No	Committee Members	Category	Signature
1.	Dr.K. Arulmozhi	Head of the Institution	
2.	Thiru. P.Murugesan	President	
3.	Thiru.R.Devaraj	Secretary	
4.	Thiru. T.S.S.Rajendran	Treasurer	
5.	Dr.A.D.Ramesh Babu Dr.S.Muthukumar Dr.R.Sivasangari Mr.F.Jahubar Sadik Mr.S.Ganesh Kumar Ms.M.Petchiyammal	HOD's (S&H, CSE,EEE, MECH, ECE CIVIL)	
6.	Mrs. K.Noorjahan Beevi	Associate Professor/ Phy	
7.	Mr.S.Ganesh Kumar, HOD/ECE	Exam Cell Incharge	
8.	Mrs. P.Sinduja AP/ECE	Training & Placement Officer	
9.	Mrs. N.Chitra	Librarian	
10.	Mr.C.Saravanan Mr.B.Anbalakan	Administrative Officers	
11.	T.Jeyakumar – IV CSE	Final Year Student	
12.	S.Pavithran - III EEE T.Karthi Sri – III CSE	Third Year Students	
13.	Mr.Rakul Kumar	Nominee from Alumni	
14.	Mr.N.Balakarathikeyan Crystal Delta, Aruppukottai	Nominee from Industrialist	
15.	Mr.K.R.Padmanaban , MD Raja Gri Information Systems Coimbatore	Nominee from Industrialist	
16.	Mr.Mariselvam	Nominee from Stakeholders – Parent	
17.	Dr.A.D.Ramesh Babu	IQAC, Co-ordinator	
18.	R. Kanagaraj	President School Committee	
19.	A.P. Kannan		
20.	P. Sivakumaran		

21. V. Poorraj

22. N. Balakarathikeyan

Crystal Delta

23. S. Ragul Kumar

Crystal Delta

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG.
CHETTICKURICHI-626134 ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING, CHETTIKURUCHI, ARUPPUKOTTAI

PROCEEDINGS OF THE 17TH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 18-10-2023 AT 11 AM IN THE PRINCIPAL CABIN

CHAired BY: Principal and Chair person of IQAC

S.NO	POINTS DISCUSSED	RESOLUTION PASSED
1	REVIEW-16 IQAC	The minutes of 16 th IQAC was reviewed and approved in the meeting.
2	NAAC- SSR SUBMISSION	It is informed that the NAAC SSR report has successfully been submitted. The queries raised by them also have been submitted.
3	Admission Intake	It was ratified in the meeting regarding the addition and reduction of admission intake for the academic year 2023-2024. For civil engineering and mechanical engineering, the intake had been reduced from 60 to 30 whereas for Computer Science and Engineering, it had been increased from 60 to 120.
4	Ratifying the appointment/relieved details	The principal of the college read the details of the staff who were all appointed newly and the staff who were relieved from the college. It has been ratified in the meeting
5	NBA Accreditation	It is decided to apply for NBA accreditation to the following branches CSE, EEE, and Mechanical Engineering before the end of December 2023.
6	Anna University Results	The Results of the Anna University April/May 2023 have been discussed in the Meeting. Staff members are advised to provide sizable results for the next academic year.
7	Minutes of various meeting	The minutes of various committee meetings have been read and ratified.
8	Feedback Review Committee	It is approved and ratified the proceedings of the Feedback Review Committee meeting held on 18th April 2023.
9	Placement details	The placement details have been submitted and ratified in the meeting. Out of 95, 68 students have successfully been placed in various companies..
10	Alumni Association	It has been decided to strengthen the structure and functioning of the alumni association this academic year.
11	Naan Mudhalvan Course	It is informed that eight courses are being conducted under NAAN MUDHALVAN SCHEME for the academic year 2023-2024.
12	MOU'S Signed	A detailed discussion has been made regarding the MOU to be signed by the various departments.
13		
14	Placement & Aptitude Training	Placement and aptitude training classes are being conducted for all the final year students. Dr.Sekar, the placement trainer from Dr.Sivanthi Adhithanar College of Engineering and Technology, Thiruchendur offered placement training from 16-10-2023 to 18-10-2023. Besides, Mr Palaniselvam who is expertise in offering soft skill training will handle soft skill-oriented training from next week onwards.


PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGINEERING
CHETTIKURUCHI-626134 ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING, CHETTIKURUCHI, ARUPPUKOTTAI

PROCEEDINGS OF THE 17TH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 18-10-2023 AT 11 AM IN THE PRINCIPAL CABIN

CHAired BY: Principal and Chair person of IQAC

15	Self appraisal form	The self-appraisal form has been procured from all the staff members for the academic year 2022-2023. It is submitted and ratified in the meeting.
16	Faculty Development Programme	The principal of the college appreciated all the staff members for attending the Faculty Development Programme during the academic Year 2022-2023.
17	Internship Training	It was informed in the meeting that 30% of students attended internship training during the academic year 2022-2023. The principal of the college iterated to increase the number of students undergoing internship training.
18	Value added Courses	Value-added courses are being conducted for all-year students. 21 courses are being imparted to the students. The duration for each course is about 30-40 hours.
19	Motivational classes and career Guidance classes	It is decided to organize more motivational classes for final year students to face the interview without any fear or inhibitions.
20	Virtual Labs	Students are encouraged to utilize the Virtual Lab facilities which are offered by IITs.
21	Scholarship	The details of the scholarship were read and ratified.
22	Out Reach Programmes	It is decided to conduct a Drug Awareness Programme for all the schools and village Panchayats of virudhunagar district
23	ATAL LAB & Mini projects	Mini Projects are being done by our students and they will be exhibited in another three weeks. It is resolved to take those mini projects and ATAL lab experiments to all nearby schools.
24	PTA Meeting	It is planned to conduct Parent Teacher Meetings once in three months from this academic year onwards.


IQAC- COORDINATOR


IQAC CHAIRPERSON
PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENG.
CHETTIKURUCHI-626134 ARUPPUKOTTAI



SREE SOWDAMBIKA COLLEGE OF ENGINEERING
Chettikurichi, Aruppukottai – 626 134.

INTERNAL QUALITY ASSURANCE CELL

DATE : 12.03.2024

AGENDA

The following will be the agenda for the 18th IQAC meeting to be held on 18th March 2024 Monday at 11 am.

- 1) Welcome by the Chairman of the IQAC.
- 2) To review and approve the 17th IQAC meeting minutes.
- 3) To submit the report and information about the college by the Principal.
- 4) To ratify the appointments made and staff relieved after the 17th IQAC meeting.
- 5) To submit and approve the Department Advisory committee reports of all the departments.
- 6) To submit and ratify the budget for the financial year 2024-2025.
- 7) To discuss the MOUs to be signed and analysis of MOUs signed by the various department.
- 8) To discuss the Alumni Association and its activities.
- 9) To submit the report of NAAC Accreditation.
- 10) To approve the NBA application for CSE, EEE & MECH.
- 11) To approve the Submission of application of Autonomous.
- 12) To ratify the minutes of all the committee.
- 13) To approve and ratify Placement details of the year 2023-2024.
- 14) To approve the Virtual Lab courses to be conducted in all the departments.
- 15) To approve the formation of Admission Committee, Examination Committee, Extra curricular and Co-curricular Committee, Board of studies and Academic Council.
- 16) Any other points with the permission of the Chairman.

Principal

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG.
CHETTICKURICHI-626134 ARUPPUKOTTAI



SREE SOWDAMBIKA COLLEGE OF ENGINEERING
Chettikurichi, Aruppukottai – 626 134.

INTERNAL QUALITY ASSURANCE CELL

SSCE/IQAC/2023-24/18

14/03/2024

NOTICE

All the members of the Internal Quality Assurance Cell are requested to attend 18th IQAC meeting to be held on 18th March 2024 Monday at 11 a.m. in Principal's cabin.

The agenda is enclosed herewith.

All are requested to attend and give your valuable suggestions for the development of our institution.

To
All IQAC members


Principal.

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG,
CHETTICKURICHI-626 134 ARUPPUKOTTAI



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

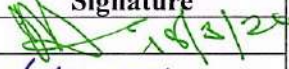
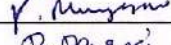
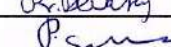
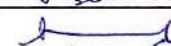
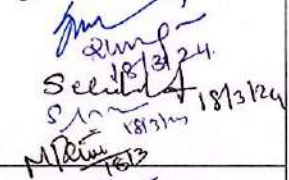
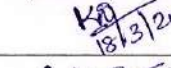
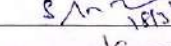
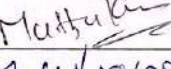

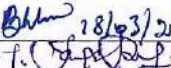
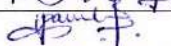
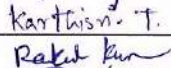

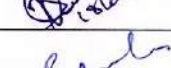
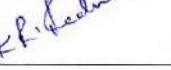
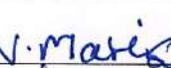
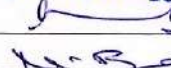
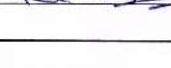
Chettikurichi, Aruppukottai – 626134

INTERNAL QUALITY ASSURANCE CELL

18th Internal Quality Assurance Cell Meeting

Date: 18.03.2024

Members Present :

S.No	Committee Members	Category	Signature
1.	Dr.K. Arulmozhi	Head of the Institution	
2.	Thiru. P.Murugesan	President	
3.	Thiru.R.Devaraj	Secretary	
4.	Thiru. T.S.S.Rajendran	Treasurer	
5.	Dr.A.D.Ramesh Babu Dr.S.Muthukumar Dr.R.Sivasangari Mr.S.Chidambara Kumaran Mr.S.Ganesh Kumar Ms.M.Petchiyammal	HOD's (S&H, CSE,EEE, MECH, ECE CIVIL)	
6.	Mrs. K.Noorjahan Beevi	Assistant Professor/ Physics	
7.	Mr.S.Ganesh Kumar AP/ECE	Exam Cell Incharge	
8.	Mr.Muthukumaran AP/EEE	Training & Placement Officer	
9.	Mrs. Uma bharathi	Librarian	
10.	Mr.C.Saravanan Mr.B.Anbalakan	Administrative Officers	
11.	T.Jeyakumar – IV CSE	Final Year Student	
12.	S.Pavithran - III EEE T.Karthi Sri – III CSE	Third Year Students	
13.	Mr.Rakul Kumar	Nominee from Alumni	
14.	Mr.N.Balakarthykeyan Crystal Delta, Aruppukottai	Nominee from Industrialist	
15.	Mr.K.R.Padmanaban , MD Raja Gri Information Systems Coimbatore	Nominee from Industrialist	
16.	Mr.Mariselvam	Nominee from Stakeholders – Parent	
17.	Dr.A.D.Ramesh Babu	IQAC, Co-ordinator	
18	Mr. N. Saranthiraja		

PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENG.
CHETTICKURICHI-626134 ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING, CHETTIKURUCHI, ARUPPUKOTTAI

PROCEEDINGS OF THE 18TH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 18-03-2024 AT 11 AM IN THE PRINCIPAL CABIN

CHAired BY: Principal and Chair person of IQAC

S.NO	POINTS DISCUSSED	RESOLUTION PASSED
1	REVIEW-17 th IQAC	The minutes of the 16th IQAC were reviewed and approved in the meeting.
2	NAAC-Accreditation	The chairperson congratulated all the members of IQAC for obtaining a B++ grade in NAAC accreditation. This accreditation will be valid from 29-02-2024 to 28-02-2029.
3	Ratifying the appointment/ relieved details	The details of the staff who were appointed and relieved in the recent past were read and ratified in the meeting.
4	NBA Accreditation	It was decided to apply for NBA accreditation for the CSE, EEE, and Mechanical Engineering branches before the end of April 2024.
5	Autonomy status	The chairperson aims for the college to obtain autonomy status after NBA accreditation, showing a clear vision for long-term success and growth. It is approved to apply for Autonomous status and to do the necessary work that needs to be completed.
6	Department Advisory Committee meeting	The minutes of the Department Advisory Committee meetings of all the departments were read and ratified.
7	Minutes of all meeting	The minutes of all committee meetings were read and ratified.
8	Formation of various new Committee	It was decided to form various new committees, including the Examination Committee, Admission Committee, Library Committee, Extracurricular and co-curricular Committee, Board of studies and Academic Committee, which will be functioning in the institution with immediate effect. The members of the committee were approved.
9	Placement details	The placement details were submitted and ratified in the meeting.



PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG.
CHETTIKURUCHI-526134, ARUPPUKOTTAI

SREE SOWDAMBIKA COLLEGE OF ENGINEERING, CHETTIKURUCHI, ARUPPUKOTTAI

PROCEEDINGS OF THE 18TH INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 18-03-2024 AT 11 AM IN THE PRINCIPAL CABIN

CHAired BY: Principal and Chair person of IQAC

10	Alumni Association	It was decided to strengthen the structure and functioning of the alumni association this academic year. In addition, alumni mentorship in project activities is to be increased from this semester.
11	MOU'S Signed	A detailed discussion was made regarding the MOU to be signed by the various departments.
12	Placement & Aptitude Training	Besides final-year students, the Placement and aptitude training classes are planned to be conducted for third-year students from the upcoming semester
13	Internship Training	The principal of the college reiterated the need to increase the number of students undergoing internship training. All second year and third year students are insisted to undergo internship training.
14	Virtual Lab facilities	Students are encouraged to utilize the Virtual Lab facilities via professional e-learning platforms such as SWAYAM, SPOKEN TUTORIAL IIT, BOMBAY, NPTEL etc...
15	Rally/ Signature Campaign on Promoting 100%Voter Turnout Campaign	It was decided to conduct a rally and signature campaign on promoting 100% voter turnout in the Aruppukottai assembly constituency. The signature campaign will be conducted in all 36 wards in the Aruppukottai municipality and 35 villages near the college.
16	Recent Establishments	Three new excellent laboratories (Centre for IOT, Centre for sensor Lab, and Centre for Robotics Lab) have been established. These labs are bound to contribute to various fields of research and lead to ground breaking discoveries.
17	PTA Meeting	The feedback from the parent-teacher meeting was carefully reviewed and subsequently approved by all members present during the meeting.


IQAC- COORDINATOR


IQAC CHAIRPERSON
PRINCIPAL
SREE SOWDAMBIKA COLLEGE OF ENGG.
CHETTIKURUCHI-626134 ARUPPUKOTTAI



SREE SOWDAMBIKA COLLEGE OF ENGINEERING

[Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai]
Chettikurichi(po) – 626134, Aruppukottai, Virudhunagar Dist, TamilNadu.
Ph:04566-229800,801 www.sowdambikaengg.edu.in

Action taken report on IQAC meeting 2023-24

17th and 18th IQAC meeting were held on 18.10.23 and 18.03.2024 respectively and the points, action taken and the impact are given below.

Points discussed	Action taken	Impact
Placement and Aptitude training	Placement and aptitude training classes are being conducted for all the final year students. Dr. Sekar, the Placement trainer from Dr. Sivanthi Adhithanar College of Engineering and technology, Tiruchendur offered placement training.	All the final year students have been benefitted and successfully attended aptitude round during the interview.
Internship training	The Principal of the college iterated to increase the number of students undergoing internship training through Alumni	All most all the students of 2 nd , 3 rd and final year students attended the Internship training in various companies and sectors.
Value added courses	21 value added courses are being imparted to the students.	Students acquired knowledge in coding, programming, front end and back end etc.,
Virtual Lab	Students are encouraged to utilize the Virtual Lab facilities which are offered by IITs	Students acquired practical knowledge through virtual Lab.
Formation of various new committee	It was decided to form Examination committee, Admission committee, Library committee, extracurricular and co-curricular committee, Board of studies and academic committee	All the new committee will be functioning in the institution with immediate effect.
Recent Establishments.	Three new excellent laboratories (Centre of IOT, Center for sensor Lab and centre for Robotics Lab) have been established	Students are utilizing the labs to improve their innovative ideas and implement in their projects.


IQAC COORDINATOR


PRINCIPAL