



Estd. 1995

# SETHU INSTITUTE OF TECHNOLOGY

Pulloor, Kariapatti – 626 115

**(Accredited by NAAC || An Autonomous Institution)**

*(Approved by AICTE, New Delhi and affiliated to Anna University, Chennai)*

## Minutes of the Internal Quality Assurance Cell Meeting

**Date: 23.11.2020**

The Fifteenth meeting of Internal Quality Assurance Cell was conducted on 23.11.2020 at 10.15 am through online mode. The following members were present.

S.No.	Faculty Name with Designation & Department	Position
1	<b>Dr. A. Senthil Kumar</b> Principal	Chairperson
2	<b>Dr. G.D. Sivakumar</b> Vice Principal & HoD - MECH	Management Representative
5	<b>Dr.K.Hemalatha</b> Dean - Academics	Faculty Members
6	<b>Dr.N.Balaji</b> Dean - ICT	
7	<b>Dr.R.Murali Kannan</b> Controller of Examinations	
8	<b>Dr.C.Callins Christiyana</b> HoD-CSE	
9	<b>Dr.M.Sheik Dawood</b> HoD-ECE	
10	<b>Dr.A.Srinivasan</b> HoD-EEE	
11	<b>Ms.S.Rathnamala</b> For HoD-IT	
14	<b>Dr.V.Dharmaraj</b> HoD-AGRI	
15	<b>Dr.D.Lakshmanraj</b> HoD-Maths	
16	<b>Dr.V.Revathy</b> HoD – Physics	
17	<b>Dr.L.Jayalakshmi</b> HoD - Chemistry	
20	<b>Dr.B.Meenakshi Sundaram</b> PG-Head - M.E.PED	

<b>S.No.</b>	<b>Faculty Name with Designation &amp; Department</b>	<b>Position</b>
21	<b>Dr.B.Jeyaprabha</b> PG-Head - M.E.Structural Engg.	
23	<b>Mr.R.Raja Guru</b> Assoc.Prof./CSE	
24	<b>Mr.T.Harish Babu</b> Asst.Prof./EEE	
26	<b>Selvan.A.Sathish,</b> Final Year, EEE	
27	<b>Selvi.M.Mathuri,</b> Final Year, BME	
28	<b>Selvan.B.Karthikeyan,</b> Third Year, AGRI	
29	<b>Mr.S.J.Pradeep</b> Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members
30	<b>Mr.G.Rajamurthy,</b> Director, SingaiCoirs Cluster Pvt. Ltd., Singampunari, Sivagangai District.	Employer/Industrialist
31	<b>Dr.T.Guru Baskar</b> Dean - Administration	Senior Administrative Officer
32	<b>Dr.A.Merline</b> Dean – Planning & Development	Co-ordinator

The Principal welcomed all the members of the IQAC and briefed about the various quality assurance initiatives of the College and requested the IQAC coordinator to proceed as per the agenda.

<b>15.IQAC.1.0</b>	<b>Ratification of the Previous Minutes</b>
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.
<b>15.IQAC.2.0</b>	<b>Quality Assurance Initiatives of the Institution</b>
<b>15.IQAC.2.1</b>	<b>NBA Expert Team</b>
	It is noted that the Departments of CSE, ECE and EEE can expect visit by the NBA Expert Team is postponed due to the pandemic Covid situation.
<b>15.IQAC.2.2</b>	<b>NAAC Accreditation</b>
	• It is noted that the NAAC Working Committee is

	reconstituted and the Coordinators are working with respect to their criteria and reviews about their data collection & preparation were analyzed and proceed with the activities as per the Action Plan.
<b>15.IQAC.3.0</b>	<b>Quality Enhancement Programs</b>
<b>15.IQAC.3.1</b>	<b>Programs conducted by Faculty Development Cell</b>
	<ul style="list-style-type: none"> <li>The details of the programs conducted by the IQAC on Clarity of Pos and Examination Reforms on Assessment Strategy noted by IQAC</li> </ul>
<b>15.IQAC.3.2</b>	<b>Internal Quality Assurance Initiatives Meetings</b>
	<ul style="list-style-type: none"> <li>The details of Internal Quality Assurance Initiative Meetings conducted at the Institutional level to institutionalize the quality assurance practices as per NBA and NAAC criteria were noted by IQAC</li> </ul>
<b>15.IQAC.4.0</b>	<b>Review of Attainment Analysis of COs</b>
<b>15.IQAC.4.1</b>	<b>Consolidated Attainment Analysis of COs of ODD Semester Courses of 2019-2020</b>
	<p>The attainment analysis of COs of Odd Semester Courses of 2019-2020 was reviewed for all the programs.</p> <p>The following suggestions for the improvement in POs and PSOs attainment were reviewed:</p> <ul style="list-style-type: none"> <li>✚ Assessment questions for Laboratory courses have to be improve and CO - PO mapping should be done correspondingly</li> <li>✚ New content should be addressed based on societal issues for the relevant courses</li> </ul>
<b>15.IQAC.5.0</b>	<b>Strategic Plan and its Achievement of targets</b>
	The IQAC noted the Strategic Plan and achievements reviewed the targets for the academic year 2019-2020 and approved the same. The IQAC appreciated the efforts taken to achieve the targets.

Dr. A.Merline, IQAC Coordinator thanked all the members for their active participation and valuable suggestions and assured that the College will implement all the quality assurance initiatives suggested by the members.



**IQAC COORDINATOR**



**PRINCIPAL**  
*Dr. A. Senthul Kumar, M.E., Ph.D.,*  
**PRINCIPAL**  
**SETHU INSTITUTE OF TECHNOLOGY**  
 PULLOOR, KARIAPATTI - 626 115  
 VIRUDHUNAGAR (Dt)



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### Minutes of the Internal Quality Assurance Cell Meeting

**Date: 08.02.2021**

The sixteenth meeting of Internal Quality Assurance Cell was conducted on 08.02.2021 at 11.00 am through online mode. The following members were present.

Sl.No.	Name of the Member	Position
1.	<b>Dr. A. Senthil Kumar</b> Principal	Chairperson
2.	<b>Dr. G.D. Sivakumar</b> Vice Principal	Management Representative
3.	<b>Dr.K.Hemalatha</b> Dean - Academics	Faculty Members
4.	<b>Dr.R.Murali Kannan</b> Controller of Examinations	
5.	<b>Dr.C.Callins Christiyana</b> Dean - DRC	
6.	<b>Dr.C.Muthusamy</b> HoD- Mech.	
7.	<b>Dr.N.Balaji</b> HoD-CSE	
8.	<b>Dr.M. Parisa Beham</b> HoD-ECE	
9.	<b>Dr.A.Srinivasan</b> HoD-EEE	
10.	<b>Dr.S.Sivaranjani</b> HoD-IT	
11.	<b>Dr.B.Jeyaprabha</b> HoD-CIVIL	
12.	<b>Dr.S.Sabarunisha Begum</b> HoD-CHEMICAL	
13.	<b>Dr.R.Arangasamy</b> HoD-BME	

14.	<b>Dr.V.Dharmaraj</b> HoD-AGRI	Faculty Members	
15.	<b>Dr. R. Aghila</b> HoD - CSBS		
16.	<b>Dr. M.Malathi</b> PG Head - CSE		
17.	<b>Dr. R.Tamilselvi</b> PG Head - CS		
18.	<b>Dr.B.Meenakshi Sundaram</b> PG-Head - M.E. PED		
19.	<b>Dr. D. Lakshmanaraj</b> HoD-Maths		
20.	<b>Dr.V.Revathy</b> HoD-Physics		
21.	<b>Dr.L.Jayalakshmi</b> HoD-Chemistry		
22.	<b>Dr.S.Ramesh</b> HoD(i/c) - English		
23.	<b>Dr.M.Parvathy</b> First Year Coordinator		
24.	<b>Mr.R.Raja Guru</b> Assoc.Prof./CSE		
25.	<b>Mr.T.HarishBabu</b> Asst.Prof./EEE		
26.	<b>Selvan.A.Sathish,</b> Final Year, EEE		Student Members
27.	<b>Selvi.M.Mathuri,</b> Final Year, BME		
28.	<b>Selvan.B.Karthikeyan,</b> Third Year, AGRI		
29.	<b>Mr.S.J.Pradeep</b> Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members	
30.	<b>Mr. G.Rajamurthy,</b> Director, Singai Coirs Cluster Pvt. Ltd., Singampunari, SivagangaiDist.	Employer/Industrialist	
31.	<b>Dr.T.GuruBaskar,</b> Dean Administration	Senior Administrative Officer	
32.	<b>Dr. A. Merline</b> Dean – Planning & Development, ECE Dept.	Co-ordinator	

The Principal welcomed all the members of the IQAC and briefed about the various quality assurance initiatives of the College and requested the IQAC coordinator to proceed as per the agenda.

<b>16.IQAC. 1.0</b>	<b>Ratification of the Previous Minutes</b>
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.
<b>16.IQAC.2.0</b>	<b>Growth and Development of the College</b>
	The following growth and development activities carried out <ul style="list-style-type: none"> <li>• ECE Department – Industry Supported IoT Lab</li> <li>• Center Excellence in Signal and Image Processing</li> </ul>
<b>16.IQAC.3.0</b>	<b>Quality Assurance Initiatives of the Institution</b>
<b>16.IQAC.3.1</b>	<b>NBA Accreditation</b>
	<ul style="list-style-type: none"> <li>• It is noted that the Departments of CSE, ECE and EEE can expect visit by the NBA Expert Team by February 2021 or March 2021</li> <li>• The other eligible Departments such as the Departments of Civil Engineering and Chemical Engineering were asked to prepare to go for NBA Accreditation in the year 2021-2022</li> </ul>
<b>16.IQAC.3.2</b>	<b>NAAC Accreditation</b>
	<ul style="list-style-type: none"> <li>• It is noted that the NAAC Working Committee is reconstituted and the Coordinators are requested to start collecting all the data from the Departments and proceed with the activities as per the Action Plan.</li> </ul>
<b>16.IQAC.4.0</b>	<b>Academic Audit</b>
	It was informed that the Academic Audit for the year 2019-2020 will be conducted in January 2021.
<b>16.IQAC.5.0</b>	<b>Students' Achievements</b>
	The achievements of students in Co-curricular and Extra-curricular Activities for the year 2019 - 2020 was noted by IQAC
<b>16.IQAC.6.0</b>	<b>Review of Attainment Analysis of COs of Even Semester Courses of 2019-2020</b>
<b>16.IQAC.6.1</b>	<b>CO Attainment Analysis Process</b>
	Based on suggestion given by the NBA Expert team it is decided to calculate the CO Attainment using direct tools only from the Academic Year 2020-2021
<b>16.IQAC.6.2</b>	<b>Consolidated Attainment Analysis of COs of Even</b>

	<b>Semester Courses of 2019-2020</b>
	The attainment of COs of even semester courses of the Academic year 2019-2020 were reviewed. The following suggestions for all programs for the improvement in CO attainment of current batches are reviewed: <ul style="list-style-type: none"> <li>• Students should be encouraged to use research methodologies and software analytical tools to investigate and analyze complex engineering problems.</li> </ul>
<b>16.IQAC.6.3</b>	<b>Consolidated Attainment Analysis of POs &amp; PSOs of current batches (2016-2020)</b>
	The attainment of POs and PSOs of the three batches of the Academic year 2019-2020 were reviewed. The following suggestion is discussed to improve the attainment of POs and PSOs of all programs <ul style="list-style-type: none"> <li>• To improve the design ability of the student, the students must trained to analyze and evaluate all alternate solution and make proper judgment on the best solution.</li> </ul>
<b>16.IQAC.7.0</b>	<b>Strategic Plan and its Achievement of targets</b>
	The IQAC appreciated the efforts taken to achieve the targets for the academic year 2019-2020. The IQAC reviewed the targets for the academic year 2020-2021 and approved the same

Dr. G.D. Sivakumar, Vice Principal thanked all the members for their active participation and valuable suggestions and assured that the College will implement all the quality assurance initiatives suggested by the members.



**IQAC COORDINATOR**



**PRINCIPAL**  
*Dr. A. Senthil Kumar, M.E., Ph.D.,*  
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