



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: 27.05.2022

The twentieth meeting of Internal Quality Assurance Cell was conducted on 27.05.2022 at 02.00 pm in the Conference Hall. The following members were present.

Sl. No.	Name of the Member	Position
1.	Dr. A. Senthil Kumar Principal	Chairperson
2.	Dr. G.D. Sivakumar Vice Principal	Management Representative
3.	Dr. R. Murali Kannan Controller of Examinations	
4.	Dr. C. Muthusamy HoD- Mech.	
5.	Dr. M. Parvathy HoD-CSE	
6.	Dr. M. Parisa Beham HoD-ECE	
7.	Dr. A. Srinivasan HoD-EEE	
8.	Dr. S. Sivaranjani HoD-IT	
9.	Dr. K. Arumugam HoD-CIVIL	
10.	Dr. R. Arangasamy HoD-BME	
11.	Dr. R. Aghila HoD - CSBS	
12.	Dr. R. Tamilselvi PG Head – COS	
13.	Dr. B. MeenakshiSundaram PG-Head - M.E.PED (EEE)	

Sl. No.	Name of the Member	Position
14.	Dr. D. Lakshmanaraj HoD-Maths	
15.	Dr. V. Revathy HoD-Physics	
16.	Dr. L. Jayalakshmi HoD-Chemistry	
17.	Dr. S. Ramesh HoD(i/c) - English	
18.	Dr. G. Soundaradevi First Year Coordinator	
19.	Mr. T. HarishBabu Asst.Prof./EEE	
20.	Selvan. S. Ulageshini Final Year, ECE	
21.	Selvi. C. Dhanya Lakshmi Third Year, Mechanical	
22.	Selvan. S. Aashish Raj Third Year, CSE	
23.	Selvan. G.N. Eeswar Second Year, BME	
24.	Mr. S.J. Pradeep Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members
25.	Dr. T. Guru Baskar Dean Administration	Senior Administrative Officer
26.	Dr. A. Merline 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.

20.IQAC.1.0	Ratification of the Previous Minutes
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.
20.IQAC.2.0	Quality Assurance Initiatives of the Institution
20.IQAC.2.1	NBA Accreditation
	<ul style="list-style-type: none"> The IQAC noted that the Expert Committee for the Compliance report submitted by B.E. Mechanical

	Engineering and B.Tech. Information Technology programs visited the Departments on 22 nd May 2022
20.IQAC.2.2	NAAC Accreditation
	<ul style="list-style-type: none"> • It is informed that the AQAR for the year 2021-2022 is submitted on 9th April 2022. • It is noted that the review of NAAC SSR is done Criterion wise on a regular basis
20.IQAC.3.0	Review of Attainment Analysis of Cos of the Even Semester courses of 2020-2021
20.IQAC.3.1	CO Attainment Analysis
	<p>It is observed that the classes and the assessments for theory and lab courses for the even semester of 2020-2021 were conducted in both offline and online mode. The following suggestions were given for all programs for the improvement in CO attainment.</p> <ul style="list-style-type: none"> • Students should be encouraged to undergo Online Certificate courses in recent technologies to meet the requirements of the industry.
20.IQAC.4.0	Strategic Plan and its Achievement of targets
	The IQAC noted the efforts taken to achieve the targets of 2020-2022
20.IQAC.5.0	Stakeholders' Feedback
	The suggestions given by the students in the Student welfare committee meeting conducted on 26 th April 2022 were reviewed by the IQAC.

Dr. A.Merline, Dean - P&D thanked all the members for their active participation and valuable suggestions.



IQAC COORDINATOR

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SETHU INSTITUTE OF TECHNOLOGY
 PULLOOR - 626 115, Kariapatti Taluk
 Virudhunagar District, Tamil Nadu



PRINCIPAL

Dr. A. Senthil Kumar
 PRINCIPAL
SETHU INSTITUTE OF TECHNOLOGY
 Pulloor, Kariapatti - 626 115
 Virudhunagar District

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ACTION TAKEN REPORT ON TWENTIETH IQAC MEETING MINUTES

20. IQAC.3.1 CO Attainment Analysis of the Even Semester courses of 2020-2021

Based on the suggestions given by the members the departments are requested to motivate the students to undergo Online Certificate courses in order to meet the industry's expectations



IQAC Coordinator

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Virudhunagar District, Tamil Nadu



Principal

Dr. A. Senthil Kumar
PRINCIPAL
SETHU INSTITUTE OF TECHNOLOGY
Pulloor, Kariapatti - 626 115
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Minutes of the Internal Quality Assurance Cell Meeting

Date: 25.02.2022

The nineteenth meeting of Internal Quality Assurance Cell was conducted on 25.02.2022 at 02.00 pm in the Conference Hall. The following members were present.

Sl. No.	Name of the Member	Position
1.	Dr. A. Senthil Kumar Principal	Chairperson
2.	Dr. G.D. Sivakumar Vice Principal & Dean- MECH	Management Representative
3.	Dr. R. Murali Kannan Controller of Examinations	
4.	Dr. C. Muthusamy HoD- Mech.	
5.	Dr. M. Parvathy HoD-CSE	
6.	Dr. M. Parisa Beham HoD-ECE	
7.	Dr. S. Sivaranjani HoD-IT	
8.	Dr. R. Arangasamy HoD-BME	
9.	Dr. V. Dharmaraj HoD-AGRI	
10.	Dr. R. Aghila HoD - CSBS	
11.	Dr. M. Malathi PG Head - CSE	
12.	Dr. R. Tamilselvi PG Head -COS	

Sl. No.	Name of the Member	Position
13.	Dr. B. Meenakshi Sundaram PG-Head - M.E.PED	
14.	Dr. D. Lakshmanaraj HoD-Maths	
15.	Dr. V. Revathy HoD-Physics	
16.	Dr. L. Jayalakshmi HoD-Chemistry	
17.	Dr. S. Ramesh HoD(i/c) - English	
18.	Dr. G. Soundaradevi First Year Coordinator	
19.	Mr. T. Harish Babu Asst.Prof./EEE	
20.	Selvan. S. Ulageshini Final Year, ECE	Student Members
21.	Selvi. C. Dhanya Lakshmi Third Year, Mechanical	
22.	Selvan. S. Aashish Raj Third Year, CSE	
23.	Selvan. G.N. Eeswar Second Year, BME	
24.	Mr. S.J. Pradeep Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members
25.	Ms. T. Rajathi Techno Functional Business Analyst, Solartis Technology Pvt. Ltd., Madurai.	
26.	Mr. G. Rajamurthy Director, Singai Coirs Cluster Pvt. Ltd., Singampunari, Sivagangai Dist.	Employer/Industrialist
27.	Dr. T. Guru Baskar Dean Administration	Senior Administrative Officer
28.	Dr. A. Merline 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.

19.IQAC.1.0	Ratification of the Previous Minutes
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.
19.IQAC.2.0	Quality Assurance Initiatives of the Institution
19.IQAC.2.1	NBA Accreditation
	<ul style="list-style-type: none"> • It was informed that the submission of Compliance Report for the extension of NBA Accreditation for the UG Programmes of MECH and IT will be done in March 2022 • It is noted that the Review meetings for the SAR Preparation of the B.E. Civil Engineering program is done regularly • It is also informed that meetings are conducted for PG Programs to prepare for NBA Accreditation
19.IQAC.2.2	NAAC Accreditation
	<ul style="list-style-type: none"> • It is informed that the Annual Quality Assurance Report (AQAR) for the year 2020-2021 is under preparation and it will be submitted in April 2022
19.IQAC.3.0	Quality Enhancement Program
	<ul style="list-style-type: none"> • The IQAC Coordinator informed that the Faculty Induction Program for the new faculty members is planned to be conducted in March 2022
19.IQAC.4.0	Academic Audit
	<ul style="list-style-type: none"> • It is informed that the Academic Audit will be conducted in March 2022 for the academic year 2021-2022
19.IQAC.5.0	Stakeholders' Feedback
	<ul style="list-style-type: none"> • The IQAC noted that Student Welfare Committee meeting was conducted exclusively for girl students on 16th December 2022 to make the College a girl-friendly campus and the points discussed in the meeting were also reviewed.
19.IQAC.6.0	Strategic Plan and its Achievement of targets
	The achievements of targets for 2020-2022 were reviewed.
19.IQAC.7.0	Stakeholders' Feedback
19.IQAC.7.1	Student Satisfaction Survey
	A survey on student satisfaction was conducted in November 2021 to analyze the satisfaction of the

	students in various factors, and the members expressed their satisfaction with the positive feedback provided by the students. The members also reviewed the Corrective Actions taken for the few aspects that need to be improved.
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Dr. A.Merline, Dean - P&D thanked all the members for their active participation and valuable suggestions.



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ACTION TAKEN REPORT ON NINETEENTH IQAC MEETING MINUTES

19. IQAC.3.0 Quality Enhancement Program

The Faculty Induction Program for the new faculty members was conducted in March 2022.

19. IQAC.4.0 Academic Audit

The HoDs are requested to carry out necessary action based on the suggestion given by the Academic Audit Team.

IQAC Coordinator
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Minutes of the Internal Quality Assurance Cell Meeting

Date: 19.08.2021

The Eighteenth meeting of Internal Quality Assurance Cell was conducted on 19.08.2021 at 11.00 am. The following members were present.

Sl.No.	Name of the Member	Position
1.	Dr. A. Senthil Kumar Principal	Chairperson
2.	Dr. G.D. Sivakumar Vice Principal	Management Representative
3.	Dr. R. Murali Kannan Controller of Examinations	
4.	Dr. C. Muthusamy HoD- Mech.	
5.	Dr. M. Parisa Beham HoD-ECE	
6.	Dr. A. Srinivasan HoD-EEE	
7.	Dr. S. Sivaranjani HoD-IT	
8.	Dr. R. Arangasamy HoD-BME	
9.	Dr. V. Dharmaraj HoD Professor -AGRI	
10.	Dr. R. Aghila HoD - CSBS	
11.	Dr. M. Malathi PG Head- CSE	
12.	Dr. R. Tamilselvi PG Head -COS	
13.	Dr. B. Meenakshi Sundaram PG-Head - M.E.PED	

Sl.No.	Name of the Member	Position
14.	Dr. D. Lakshmanaraj HoD-Maths	
15.	Dr. V. Revathy HoD-Physics	
16.	Dr. L. Jayalakshmi HoD-Chemistry	
17.	Dr. S. Ramesh HoD(i/c) - English	
18.	Dr. M. Parvathy First Year Coordinator	
19.	Mr. T. HarishBabu Asst.Prof./EEE	
20.	Selvan. S. Ulageshini Final Year, ECE	Student Members
21.	Selvi. C. Dhanya Lakshmi Third Year, Mechanical	
22.	Selvan. S. Aashish Raj Third Year, CSE	
23.	Selvan. G.N. Eeswar Second Year, BME	
24.	Mr. S.J. Pradeep Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members
25.	Ms. T. Rajathi Techno Functional Business Analyst, Solartis Technology Pvt. Ltd., Madurai.	
26.	Mr. G. Rajamurthy Director, Singai Coirs Cluster Pvt. Ltd., Singampunari, Sivagangai Dist.	Employer/Industrialist
27.	Dr. T. Guru Baskar Dean Administration	Senior Administrative Officer
28.	Dr. A. Merline 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.

18.IQAC.1.0	Ratification of the Previous Minutes
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.

18.IQAC.2.0	Quality Assurance Initiatives of the Institution
18.IQAC.2.1	NBA Accreditation
	<ul style="list-style-type: none"> A committee was constituted to verify the NBA Preparedness of the Departments of Civil and Chemical Engineering Departments on 05.08.2021 and based on the report of the committee the two Departments are asked to prepare for NBA Accreditation
18.IQAC.2.2	NAAC Accreditation
	<ul style="list-style-type: none"> It is noted that the review of NAAC SSR is done Criterion wise on a regular basis
18.IQAC.3.0	Quality Enhancement Programs
	The details of the Capacity Building Workshop on Effective Implementation of Outcome Based Education for the faculty members of Civil Engineering, Chemical Engineering, Biomedical Engineering and Agriculture Engineering were noted by IQAC
18.IQAC.4.0	Review of Attainment Analysis of COs
18.IQAC.4.1	CO Attainment Analysis
	It is observed that as the classes and the assessments for theory and lab courses for the odd semester of 2020-2021 are being conducted online the corresponding modifications to be done in the assessment of attainment is discussed

Dr. G.D.Sivakumar, Vice Principal thanked all the members for their participation.



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ACTION TAKEN REPORT ON EIGHTEENTH IQAC MEETING MINUTES

18. IQAC.4.1 CO Attainment Analysis

Due to Pandemic the theory and lab courses are being conducted online in the odd semester of academic year 2020 – 2021. Based on the suggestions given by the members the departments are requested to follow the modified assessment procedure to calculate the course outcome attainment analysis for the courses.

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Minutes of the Internal Quality Assurance Cell Meeting

Date: 18.06.2021

The seventeenth meeting of Internal Quality Assurance Cell was conducted on 18.06.2021 at 11.00 am. The following members were present.

Sl. No.	Name of the Member	Position
1.	Dr. A. Senthil Kumar Principal	Chairperson
2.	Dr. G.D. Sivakumar Vice Principal	Management Representative
3.	Dr. R. Murali Kannan Controller of Examinations	
4.	Dr. C. Muthusamy HoD- Mech	
5.	Dr. M. Parisa Beham HoD-ECE	
6.	Dr. A. Srinivasan HoD-EEE	
7.	Dr.S.Sivaranjani HoD-IT	
8.	Dr. R. Arangasamy HoD-BME	
9.	Dr. V. Dharmaraj HoD-AGRI	
10.	Dr. R. Aghila HoD - CSBS	
11.	Dr. R. Tamilselvi PG Head –COS	
12.	Dr. B. MeenakshiSundaram PG-Head - M.E.PED	
13.	Dr. D. Lakshmanaraj HoD-Maths	

Sl. No.	Name of the Member	Position
14.	Dr. V. Revathy HoD-Physics	
15.	Dr. L. Jayalakshmi HoD-Chemistry	
16.	Dr. S. Ramesh HoD(i/c) - English	
17.	Dr. M. Parvathy First Year Coordinator	
18.	Mr. T. HarishBabu Asst.Prof./EEE	
19.	Selvan. S. Ulageshini Final Year, ECE	Student Members
20.	Selvi. C. Dhanya Lakshmi Third Year, Mechanical	
21.	Selvan. S. Aashish Raj Third Year, CSE	
22.	Selvan. G.N. Eeswar Second Year, BME	
23.	Mr. S.J. Pradeep Proprietor, Techno Fusion, Engineering Consultant & Contractor, Aruppukottai.	Alumni Members
24.	Dr. T. Guru Baskar Dean - Administration	Senior Administrative Officer
25.	Dr. A. Merline 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.

17.IQAC.1.0	Ratification of the Previous Minutes
	The minutes of the previous meeting was ratified by the IQAC. The Cell also reviewed the Action Taken Report and approved the same.
17.IQAC.2.0	Quality Assurance Initiatives of the Institution
17.IQAC.2.1	NBA Accreditation
	<ul style="list-style-type: none"> • The NBA Expert Team Visit for CSE, ECE and EEEDepartments was from 26.03.2021 to 28.03.2021 • It is observed that the three UG Programs are

	Accredited for three years 2021- 22, 2022 - 2023 and 2023 - 2024
17.IQAC.2.2	NAAC Accreditation
	<ul style="list-style-type: none"> It is noted that the NAAC Working Committee meetings are conducted both Online and Offline based on the availability of members for the preparation of NAAC SSR.
17.IQAC.3.0	Quality Enhancement Programs
	The details of the Capacity Building Workshop on Effective Implementation of Outcome Based Education for the faculty members of Science and Humanities were noted by IQAC
17.IQAC.4.0	Academic Audit
	The IQAC noted the conduct of Academic Audit in March 2021 and reviewed the suggestions given in the report and the corrective actions carried out.
17.IQAC.5.0	Review of Attainment Analysis of Pos of 2016-2020 Batch
17.IQAC.5.1	PO Attainment Analysis
	<p>The attainment of the POs of 2016-2020 batch was reviewed. The following suggestion was discussed to improve the attainment of PO5</p> <ul style="list-style-type: none"> Value Added Courses should be conducted to develop skills in using latest software tools
17.IQAC.5.2	Consolidated Attainment Analysis of Cos of 2016-2020 Batch
	<p>The consolidated attainment analysis of COs of 2016-2020 batch was reviewed. The following suggestion was given:</p> <ul style="list-style-type: none"> Industry exposure should be improved in the form of Industrial visits and Inplant training to get practical exposure to safety norms and standards
17.IQAC.6.0	Strategic Plan and its Achievement of targets
	The IQAC noted that due to pandemic the targets of the Strategic Plan could not be achieved fully and it is decided to extend the same targets for the year 2021-2022 also
17.IQAC.7.0	Stakeholders' Feedback
17.IQAC.7.1	Student Satisfaction Survey
	The Student Satisfaction Survey was collected in November 2020 to evaluate student satisfaction in numerous aspects, and the members expressed their satisfaction towards the positive feedback given by

	students. The members also discussed over the Corrective Actions that had been performed for the few aspects that needs to be enhanced.
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Dr. A.Merline, Dean - P&D thanked all the members for their active participation and valuable suggestions.



IQAC COORDINATOR

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ACTION TAKEN REPORT ON SEVENTEENTH IQAC MEETING MINUTES

17. IQAC.5.1 Review of Attainment Analysis of POs of 2016-2020 Batch

Based on the suggestions given by the members the departments are requested to conduct Value Added Courses using emerging software tools in order to develop the software skills of students.

17. IQAC.5.2 Consolidated Attainment Analysis of Cos of 2016-2020 Batch

Based on the suggestions given by the members the departments are requested to arrange Industrial visits and Inplant training to students to enhance their practical exposure as well as get knowledge in industry safety norms and standards

IQAC Coordinator

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