



Estd. 1995

# SETHU INSTITUTE OF TECHNOLOGY

Pulloor, Kariapatti – 626 115

**(Accredited by NAAC || An Autonomous Institution)**  
**Accredited by NBA for MECH, CSE, ECE, EEE and IT Programs**  
 (Approved by AICTE, New Delhi and affiliated to Anna University, Chennai)



## Minutes of the Internal Quality Assurance Cell Meeting

**Date:** 03.05.2017

The fifth meeting of Internal Quality Assurance Cell was conducted on 30.05.2017 at 10.00 am in the conference hall. The following members were present.

S. No.	Name of the Member	Present Professional Position/Occupation	Position
1.	Dr.A.Senthil Kumar	Principal	Chairperson
2.	Dr.G.D.Sivakumar	Vice Principal I	Management Representative
3.	Dr.P.Seenikannan	HoD-MECH	Faculty Members
4.	Dr.J.Sutha	HoD-CSE	
5.	Prof. Helina Rajini Suresh	HoD-ECE	
6.	Dr.T.Joshva Devadas	HoD-IT	
7.	Dr.R.Kumutha	HoD-CIVIL	
8.	Dr.K.Hemalatha	HoD-EIE	
9.	Mr.T.Guru Baskar	AP(S.G)	
10.	Dr.A.Srinivasan	Head/M.E. PED	
11.	R.Arunachalam	III Year (ECE)	Student Members
12.	V.Vasumathi	III Year (IT)	
13.	S.Monisha	III Year (E&I)	
14.	Mr.J.Vairamuthu,	Propreitor, Madurai Engineering Company, Madurai	Alumni
15.	Mr. G.Rajamurthy	Director, Singai Coirs Cluster Pvt. Ltd., Singampunari,	Employer/Industrialist



		Sivagangai District	
16.	Dr.A.Merline	Dean – Planning & Development	Co-ordinator

The Principal welcomed all the members of the IQAC and requested the IQAC coordinator to proceed as per the agenda.

<b>5. 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>5. IQAC. 2.0</b>	<b>Quality Assurance Initiatives of the Institution</b>
<b>5. IQAC. 2.1</b>	<b>NAAC Accreditation</b>
	After detailed discussion on the various practices of the Institution, the IQAC decided that the following two practices may be considered as Best Practices in the Annual Quality Assurance Report for the year 2016-2017 Best Practice No. 1 - Multidisciplinary Learning Best Practice No. 2 - Promoting Online Courses
<b>5. IQAC. 3.0</b>	<b>Quality Enhancement Programs</b>
<b>5. IQAC. 3.1</b>	<b>Internal Auditors' Training on Quality Management System ISO 9001:2015</b>
	The IQAC noted the training program on Quality Management System ISO 9001:2015 conducted for the Internal Auditors
<b>5. IQAC. 3.2</b>	<b>Faculty Induction Program</b>
	The details of Faculty Induction Program conducted in January 2017 for the newly recruited faculty members by the Faculty Development Cell was noted by IQAC
<b>5. IQAC.4.0</b>	<b>Academic Audit</b>
	The committee noted that the Academic Audit was conducted on 14.12.2016 & 15.12.2016 and reviewed the Suggestions given in the Report and the Corrective Actions carried out
<b>5. IQAC.5.0</b>	<b>Review of Attainment Analysis of COs</b>
<b>5. IQAC.5.1</b>	<b>Consolidated Attainment Analysis of POs of 2012-2016 Batch</b>



	<p>The attainment analysis of POs for the 2012-2016 batch was reviewed for all the programs.</p> <p>The following suggestions for all programs for the improvement in POs attainment were discussed</p> <ul style="list-style-type: none"> <li>• Programs may be conducted to promote awareness on the responsibilities and norms of the engineering practice</li> <li>• Students may be encouraged to take up more self learning Online Courses to encourage life long learning</li> </ul>
<b>5. IQAC.5.2</b>	<b>Consolidated Attainment Analysis of COs of Odd Semester Courses of 2016-2017</b>
	<p>The attainment analysis of COs for Odd Semester Courses of 2016-2017 was reviewed and suggestions for improving the attainment were discussed.</p> <p>The following consolidated suggestions for all programs for the improvement in CO attainment were reviewed</p> <ul style="list-style-type: none"> <li>• Faculty members can identify and train the students to solve complex engineering problems in various courses</li> <li>• Assignments may be given to students to enable them to refer multiple sources</li> </ul>
<b>5. IQAC.5.3</b>	<b>Consolidated Attainment Analysis of POs &amp; PSOs of current batches</b>
	<p>The attainment of POs and PSOs of the current four batches were reviewed based on the CO attainment up to seventh, fifth, third and first semester courses for the 2013-2017, 2014-2018, 2015-2019 and 2016-2020 batches, respectively.</p> <p>The following consolidated suggestions for all programs for the improvement in PO and PSO attainment of current batches are reviewed:</p> <ul style="list-style-type: none"> <li>• To improve the Communication skills of the students training may be given to the III year students similar to Toastmasters Club</li> <li>• Exposure about the various technical software available in various fields should be given to the students</li> </ul>



5. IQAC.6.0	Stakeholders' Feedback
	Feedback on Facilities
	The members reviewed the feedback on facilities and also noted the Corrective Actions initiated for the facilities that need improvement.

Dr. G.D. Sivakumar, Vice Principal thanked all the members for their active participation and valuable suggestions

*[Signature]*  
**IQAC COORDINATOR**  
**IQAC COORDINATOR**  
**SETHU INSTITUTE OF TECHNOLOGY**  
 PULLOOR - 626 415, Kariapatti Taluk  
 Virudhunagar District, Tamil Nadu

*[Signature]*  
**PRINCIPAL**  
**Dr. A. Senthil Kumar, M.E., Ph.D.,**  
**PRINCIPAL**  
**SETHU INSTITUTE OF TECHNOLOGY**  
 PULLOOR, KARIAPATTI - 626 415  
 VIRUDHUNAGAR (Dt)

The fifth IQAC meeting minutes is ratified by the following members

S.No.	Name of the Member	Position	Signature
1	<b>Dr. A. Senthil Kumar</b> Principal	Chairperson	<i>[Signature]</i>
2	<b>Dr. G.D. Sivakumar</b> Vice Principal I	Management Representative	<i>[Signature]</i>
3	<b>Dr.P.Seenikannan</b> HoD-MECH	Faculty Members	<i>[Signature]</i>
4	<b>Dr.J.Sutha</b> HoD-CSE		<i>[Signature]</i>
5	<b>Prof. Helina Rajini Suresh</b> HoD-ECE		<i>[Signature]</i>
6	<b>Dr.T.Joshva Devadas</b> HoD-IT		<i>[Signature]</i>
7	<b>Dr.R.Kumudha</b> HoD-CIVIL		<i>[Signature]</i>
8	<b>Dr.K.Hemalatha</b> HoD-EIE		<i>[Signature]</i>
9	<b>Mr.T.Guru Baskar,</b> Asso. Prof./GE		<i>[Signature]</i>
10	<b>Dr.A.Srinivasan</b> Head/M.E. PED		<i>[Signature]</i>
11	<b>Selvan. R.Arunachalam</b> Final Year , ECE	Student Members	<i>[Signature]</i>
12	<b>Selvi. V.Vasumathi</b> Final Year, IT		<i>[Signature]</i>

S.No.	Name of the Member	Position	Signature
13	<b>Selvi. S.Monisha</b> Final Year, EIE	Student Members	S. Monisha
14	<b>Mr.J.Vairamuthu,</b> Propreitor, Madurai Engineering Company, Madurai	Alumni Members	Vairamuthu
15	<b>Mr. G.Rajamurthy,</b> Director, Singai Coirs Cluster Pvt. Ltd., Singampunari, Sivagangai District.	Employer/Industrialist	G.P.
16	<b>Dr. A. Merline</b> Dean – Planning & Development, ECE Dept.	Co-ordinator	d.e.





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### ACTION TAKEN REPORT ON FIFTH IQAC MEETING MINUTES

<b>5. IQAC.5.1</b>	<b>Consolidated Attainment Analysis of POs of 2012-2016 Batch</b>
<p>The Principal requested all the Heads of the Department to organize programs to promote awareness on the responsibilities and norms of the engineering practice. The Departments are requested to encourage the students to enroll for online courses</p>	
<b>5. IQAC.5.2</b>	<b>Consolidated Attainment Analysis of COs of Odd Semester Courses of 2016-2017</b>
<p>The Departments are requested to train the students to solve more complex engineering problems through the assignment</p>	

**IQAC Coordinator**  
**IQAC COORDINATOR**  
**SETHU INSTITUTE OF TECHNOLOGY**  
**PULLOOR - 626 115, Kariapatti Taluk**  
**Virudhunagar District, Tamil Nadu**