



# 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: 05.07.2023**

The Twenty Fifth meeting of Internal Quality Assurance Cell was conducted on 05.07.2023 at 11.00 am in the Conference Hall. The following members were present.

S. No	Name	Designation	Position
1.	Dr. G.D. Sivakumar	Principal	Chairperson
2.	Mr. S.M. Seeni Mohaideen	Chief Executive Officer	Management Members
3.	Mr. S.M. Seeni Mohamed Aliar Maraikkayar	Joint Chief Executive Officer	
4.	Mrs. S.M. Nilofer Fathima	Director (Administration)	
5.	Dr. S.M. Nazia Fathima	Director (R&D)	
6.	Dr. R. Murali kannan	Controller of Examinations	
7.	Dr. A.M. Shanawaz	Dean Academics	
8.	Dr. S. Mohanalakshmi	Dean, S&H	
9.	Dr. T. Gangadharan	Asso. Prof./Mech	
10.	Dr. S. Devanand	Asso. Prof./Mech	
11.	Mr. T. Harish Babu	Asst. Prof./EEE	
12.	Mrs. M. Maheswari	Asst. Prof./ECE	
13.	Mr. S. Deepak	Administrative Officer	Senior Administrative Officer
14.	Dr. M. Selvi	Psychologist, M.S Chellamuthu Trust & Research Foundation, Ahana Hospital, Madurai	Society Member
15.	Selvi. B. Thirisha	III Year, Mech	Student Members
16.	Selvan. Dinesh Kumar	IV Year, IT	
17.	Mr. J. Paul Murugan	Scientist, Indian Space Research Organization (ISRO)	Alumni Member
18.	Mr. G. Rajamurthy	Director, Singai Coirs Cluster Pvt. Ltd., Singampunari, Sivagangai Dist.	Employer/Industrialist
19.	Dr. S. Siva Ranjani	Dean-IQAC	Coordinator

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>25.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>25.IQAC.2.0</b>	<b>Quality Assurance Initiatives of the Institution</b>
<b>25.IQAC.2.1</b>	<b>Academic Audit</b>
	<ul style="list-style-type: none"> <li>It is informed that the Academic Audit will be planned in July 2023 for the academic year 2023-2024.</li> </ul>
<b>25.IQAC.2.2</b>	<b>NAAC Accreditation</b>
	<ul style="list-style-type: none"> <li>A committee was constituted to verify the NAAC Preparedness of all the Departments on 14.06.2023 based on the report of the committee all the Departments are asked to prepare for NAAC Accreditation</li> <li>It is noted that the review of Document is done Criterion wise on a regular basis</li> </ul>
<b>25.IQAC.3.0</b>	<b>Review of Attainment Analysis of Cos of the Odd Semester courses of 2022-2023</b>
<b>25.IQAC.3.1</b>	<b>CO Attainment Analysis</b>
	<p>It is observed that the classes and the assessments for theory and lab courses for the even semester of 2022-2023 were conducted. The following suggestions were given for all programs for the improvement in CO attainment.</p> <ul style="list-style-type: none"> <li>Students should be encouraged to do multidisciplinary project and real time industrial project to develop their skills specific to collaborative efforts, share their diverse perspectives and communication skills.</li> </ul>
<b>25.IQAC.4.0</b>	<b>Strategic Plan and its Achievement of targets</b>
	The targets for the year 2023-2024 are discussed in the meeting.

Dr.S.Siva Ranjani, Dean – IQAC thanked all the members for their active participation and valuable suggestions.



**IQAC COORDINATOR**

Dr. S.Siva Ranjani  
Dean  
Internal Quality Assurance Cell,  
Sethu Institute of Technology  
Kariapatti, Virudhunagar-625115.

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**PRINCIPAL**

Dr.G.D.SIVAKUMAR,  
PRINCIPAL,  
SETHU INSTITUTE OF TECHNOLOGY  
Pulloor, Kariapatti - 626 115  
Virudhunagar District





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## **ACTION TAKEN REPORT ON TEWNTY FIFTH MEETING MINUTES**

### **25.IQAC.2.1 Academic Audit**

Academic Audit was conducted in 11.07.2023 and 12.07.2023 for the Academic year 2023-24. The HoDs are requested to carry out necessary action based on the suggestions given by the Academic Audit team.

### **25.IQAC.3.1 CO Attainment Analysis**

Based on the suggestions given by the members the Departments are requested to motivate the students to participate in in-plant training and value added courses to broaden their fundamental skills about current technologies and meet the industry demands.

**IQAC COORDINATOR**

Dr. S.Siva Ranjani  
Dean

Internal Quality Assurance Cell,  
Sethu Institute of Technology  
Kariapatti, Virudhunagar-625115.

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PRINCIPAL,  
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Pulloor, Kariapatti - 626 115  
Virudhunagar District