



# MAILAM ENGINEERING COLLEGE

MAILAM - 604304

(Approved by AICTE, New Delhi, Affiliated to Anna University Chennai,  
Accredited by NBA & Tata Consultancy Services, Chennai)

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: MEC/IQAC/2022-17

07.08.2023

To

All the members of IQAC,  
Mailam Engineering College,  
Mailam.

Dear Sir / Madam

**Sub: Internal Quality Assurance Cell (IQAC) – 17<sup>th</sup> meeting to be held on 12<sup>th</sup> August 2023 (Saturday) – Intimated – Reg.**

I wish to inform you that the 17<sup>th</sup> meeting of the Internal Quality Assurance Cell (IQAC) of Mailam Engineering College will be held on **12<sup>th</sup> August 2023 (Saturday) at 10 am in the Conference hall, MEC.**

**The Agenda for the meeting is listed below:**

1. Action taken report for the previous 16<sup>th</sup> IQAC meeting
2. Review and confirmation of Vision, Mission statement
3. Various ongoing academic activities and performance in the university examinations
4. Students developmental activities
5. Faculty Development activities
6. Placement training and career counseling
7. R & D activities
8. Societal activities
9. NAAC Accreditation
10. Any other issues

Members are requested to attend the meeting and participate in the deliberations.

Thanking you,

Dr.T.Priyadarshikadevi

**Coordinator / IQAC**

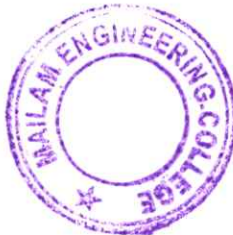
Dr.R.Rajappan

**Principal of MEC &  
Chairperson of IQAC**

**Dr. R. RAJAPPAN, Ph.D.**

Principal

Mailam Engineering College  
Mailam - 604 304, Villupuram (Dt.)





# MAILAM ENGINEERING COLLEGE

MAILAM - 604304

(Approved by AICTE, New Delhi, Affiliated to Anna University Chennai,  
Accredited by NBA & Tata Consultancy Services, Chennai)

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

12.08.2023

Dear sir / Madam

**Sub: Internal Quality assurance cell (IQAC) – 17<sup>th</sup> meeting held on 12<sup>th</sup> August  
2023 – fwdgminutes – Reg.**

Minutes of 17<sup>th</sup> Internal quality assurance cell meeting held on 12<sup>th</sup> August 2023 (Saturday) are forwarded herewith.

Dr.T.Priyadhikadevi  
**Coordinator / IQAC**



Dr.R.Rajappan  
**Principal of MEC &  
Chairperson of IQAC**  
**Dr. R. RAJAPPAN, Ph.D.**  
Principal  
Mailam Engineering College  
Mailam - 604 304, Villupuram (Dt.)

To

- i) The Members of IQAC
- ii) Administrative Officer
- iii) IQAC File



# MAILAM ENGINEERING COLLEGE

MAILAM - 604304

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

Accredited by NBA & Tata Consultancy Services, Chennai)

## Minutes of 17<sup>th</sup> IQAC Meeting

**Date** : 12.08.2023

**Venue** : Conference Hall

**Time** : 10.00 am – 12.00 pm

**Chairperson:** Dr.R.Rajappan, Principal

**Members Present:** (As in the annexure)

Dr.T.Priyadarshikadevi, Coordinator / IQAC briefed the goals, objectives, strategy, functions, benefits, Follow-ups, roles and responsibilities of members of the institution and also presented the report. She listed the agenda for the meeting and also invited the members to share their views.

### 1. Action taken report for the 16<sup>th</sup> IQAC meeting

The action Taken report for the previous IQAC meeting was briefed by the IQAC coordinator Dr.T.Priyadarshikadevi, The coordinator also mentioned the targets achieved and the constraints to comply with some of the suggestions with full effectiveness. (As in the annexure)

S.No	Points Discussed	Action taken
1	MoU's with Industry	Through MoU the following activities like Internships, Guest lectures, seminars and Project guidance has been done.
2	Infrastructure Development	Renovation work is in progress
3	Sports Day and Achievers Day	Sports day and Achievers day was successfully conducted in the month of June and July.

4	Seminars and Workshops	More number of seminars and workshops have been organized for enriching the students knowledge
5	NAAC Accreditation	Successfully submitted the SSR in last month.
6	Students Participation & Achievements	Our students has participated and won Various prizes in inter and intra collegecompetitions.
7	Placement & Training Programs	Through consistent Effort and Training, we are maintaining good placement records.

## **2. Review and confirmation of Vision, Mission statement**

- Existing Vision Mission statements are reviewed and ratified.

## **3. Various academic activities and performance in the university examinations**

- IQAC chair summarized the results of the previous academic year.
- Feedbacks from Stakeholders has been analyzed and reviewed for further improvements.
- This is our 25<sup>th</sup> year in education, so we are planned to celebrate this in a grand manner. Various events has been planned to conduct.
- Planning to conduct the value added courses to fulfill and to enrich the student's technical skills.
- Based on the anna university performance, educational tour will be arranged. Last year students went for an tour, this year also we are arranging educational tour to them.

### **Suggestions provided by IQAC committee Experts:**

- Mr.B.Ezhilavan, suggested collecting more feedbacks from parents, alumnus and other stakeholders for improving the quality of institution.

## **4. Students developmental activities**

- On part of silver jubilee celebration, planning to conduct various technical events for encouraging student's participation.
- Students are encouraged to participate in national level competitions like TCS codevita, Youthtalk, Learnathon, and Hackathon.
- Planning to conduct technical seminars and workshops in the upcoming days.

## **5. Faculty Development activities**

- Faculties are instructed to register for their research work.
- Faculties are instructed to do online certification course.
- Planning to conduct Professional Development Programs and faculty development programs for faculty members in the upcoming months.
- Faculties are encouraged to participate FDP's, Conferences, workshops and other programs in other colleges by providing financial supports to them.
- Planning to conduct National Level Conference for faculties, Research Scholars and Students, Also many of our faculties have participated and presented papers in international conferences.

## **6. Placement training and career counseling**

- The placement officer summarized the placement details in meeting.
- The placement training was given to the second and third year students through FACE & Innovative Technologies.
- The placement officer explains about various initiatives taken through placement cell.
- The Placement achievements of the Institute were discussed in the meeting.

## **7. R & D Activities**

- To encourage Research and development activities, various initiatives have taken. The R & D coordinator explained about this.
- All the faculties are instructed to publish at least two papers per academic year and file research patent.
- Through R & D club we have encouraged students to Participate and do a realtime projects.

## **8. Societal Activities**

- Planning to conduct more number of NSS Camp, blood donation camp, Eye checkup camp in various villages.

## **9. NAAC Accreditation**

- Discussed about Self study Report, and experts gave some suggestions for presenting the data.

## 10. Other Activities

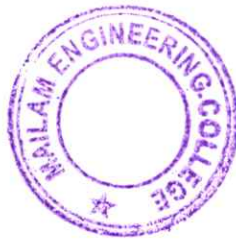
- Planning to celebrate Independence day in upcoming days.
  - Planning to celebrate Teachers day in the upcoming week.
  - Planning to conduct First year Induction program in September month.
  - Planning to celebrate Saraswati pooja in the grand manner.
- 
- ✓ Principal and Chairperson of IQAC thanked all the members of IQAC for their participation and active involvement in the discussions.
  - ✓ Dr.T.Priyarthikadevi, Coordinator/IQAC finally thanked all the members of IQAC for their valuable suggestions given for the further improvement of quality standards of MEC.

Thanking you,



Dr.T.Priyarthikadevi

**IQAC Coordinator**



Dr.R.Rajappan

**Chairperson &**

**Principal of IQAC**




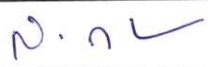


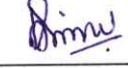


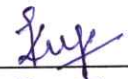
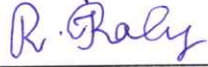
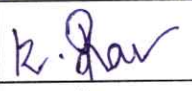


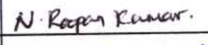
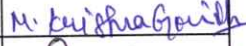
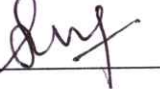
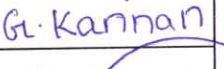
**Dr. R. RAJAPPAN, Ph.D.**

Principal

Mailam Engineering College  
Mailam - 604 304, Villupuram (Dt.)



## MEMBERS PRESENT

SL.NO	COMPOSITION	NAME WITH DESIGNATION	SIGNATURE
1	Management Representative	Dr.S.Senthil Director / Mailam Group of Institutions	
2	Chairperson Head of the Institution	Dr.R.Rajappan Principal / MEC	
3	Senior Administrative Officer	Mr.T.Sivanandham Administrative Officer / MEC	
4	Head of the Departments (Members)	Dr.N.Muralikrishnan HOD/EEE	
		Dr.S.Ganesan HOD/ECE	
		Dr.R.Mariappan HOD/MCA	
		Dr.K.S.Johnsirani HOD/CIVIL	
5	Member	Dr.P.Satheesh Kumar Placement Officer / MEC	
6	Member	Mr.S.Kadhiresan Librarian	
7	Member	Mr.K.Loganathan Dy. Warden	
8	Member	Mr.R.Premkumar Physical Education Director	
9	Member	Mr.K.Raghu Sr.Site Engineer	
10	Nominee from Industrialists (Member)	Mr.B.Ezhilavan CEO, VEI Technologies	
11	Academic Expert (Member)	Dr.A.Murugan Professor/ SRM University (Kattankulathur Campus)	
12	Members from student	N.Roopan Kumar IV/CSE	
		M.Krishna Govindhan IV/EEE	
13	Members from Alumni	Mr.S.Murugan (2006-2010 Batch CSE)	
14	Member from parent	Mr.G.Kannan	
15	IQAC Coordinator	Dr.T.Priyaradhikadevi HOD/CSE	