



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

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

2(f) Status of UGC, An ISO 9001: 2015 Certified Institution

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: www.iecw.edu.in

Email ID: indhaya@iecw.edu.in

**IQAC Meeting No:
IECW-IQAC-MEET-03
Dt.11-10-2019**



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Ref: IECW/IQAC/Meeting/Cir./2019

Date: 07/10/2019

CIRCULAR

The third meeting of IQAC will be held on 11.10.2019 at 11.30 am in IQAC Conference Hall, Angel's Block. All the IQAC members are invited to attend the meeting to discuss the following agenda.

Meeting Agenda:

Review of the previous meeting minutes

1. Curricular aspects
 1. NPTEL Course
 2. Skill enhancement programmes
2. Teaching-Learning and evaluation
 1. Faculty profile
 2. AAA Report
3. Research, innovations and extension
 1. Research collaboration
 2. Extension activities
4. Infrastructure and learning resources
 1. Construction of Compound wall
5. Student support and progression
 1. Professional bodies activities
 2. Meritorious Scholarship
 3. Service Body Activities
 4. Student's placement and entrepreneurship activities
6. Governance, leadership and management
 1. IQAC Quality initiatives
7. Institutional values and best practices
 1. Pedestrian Path Construction


PRINCIPAL

Dr.R.GURUMANI,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.I.E.
PRINCIPAL
IDHAYA ENGG. COLLEGE FOR WOMEN
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Copy To:

1. Secretary for her kind information.
2. All the members of IQAC.
3. File.



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Date: 11/10/2019

3rd Meeting of Internal Quality Assurance Cell

ATTENDANCE DETAILS

Date/Time: 11-10-2019/11.30 a.m

Academic Year: 2019-20

Venue: IQAC Conference Hall, Angel's Block

Semester: Odd

| S.No. | Name of the Participants | Designation | Role of IQAC | Signature |
|-------|------------------------------|----------------------------------------|------------------------|-----------|
| 1. | Dr. R. Gurumani | Principal | IQAC Chairman | |
| 2. | Dr. Sr. A. Jenitta | Vice-Principal. ISO - MR | IQAC Co-ordinator | |
| 3. | Sr. M. Clara Mary | Financial Administrator | Administrative Officer | |
| 4. | Mrs. K. Gandhimathi | ASP/CSE, Student Support Administrator | Administrative Officer | |
| 5. | Sr. I. Maria Anand Milani | AP/IT, IT Support & Sys. Administrator | Administrative Officer | |
| 6. | Mr. A. Joseph Selva Kumar | ASP/IT, TPO, NAAC Co-ordinator | Faculty Member | |
| 7. | Dr. A. Praveena | Prof. /Chem., HR Services i/c | Faculty Member | |
| 8. | Dr. S. Jayasundar | ASP & Head / CSE | Faculty Member | |
| 9. | Mr. V.Karthikeyan | AP & Head / EEE | Faculty Member | |
| 10. | Dr .S. A. Amutha Jeevakumari | Prof.& Head / ECE | Faculty Member | |
| 11. | Mrs. P. Sumathi | AP & Head / IT | Faculty Member | |
| 12. | Mr. S. Jayaprakash | ASP / CSE | Faculty Member | |



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|-----|--------------------------|----------------------------------------------------------------------------|-----------------------------------|--|
| 13. | Mrs. P. Poovizhi | ASP / ECE | Faculty Member | |
| 14. | Sr. J. Arockia Jaya | ASP/CSE, Transport Services i/c | | |
| 15. | Sr. C. Jansi Sophia Mary | ASP/CSE, Security Services i/c | Members - Management | |
| 16. | Sr. J. Catherina Mary | AP/ECE, Estate maintenance i/c | | |
| 17. | Mr. A. Rajendhiran | Rotarian, Rotary Club, Chinnasalem | Nominee from Local Society | |
| 18. | R. Kaviyadharshini | II year / CSE | | |
| 19. | M. Himalda Francina | II year / ECE | Members - Student | |
| 20. | Ms. M. Sudharshana | Associate Product Specialist, CTS, Chennai | Member - Alumni | |
| 21. | Mr. Mogal Amjad Baig | Managing Director, Right Renewable Tech., Chennai, | Member - Employer | |
| 22. | Mrs. P. Vimala Devi | HR Manager, Caliber Embedded Technologies India (P) Ltd., Coimbatore | Member - Industrialist | |
| 23. | Mr. S. Murugan | Supervisor, Indian Commodity Pvt.Ltd, Virudhachalam | Member Stakeholder – Parent | |
| 24. | Mr. S. Silambarasan | AP / EEE | Additional | |
| 25. | Mrs. P. Dhanalakshmi | Lab Instructor / CSE | Members | |

IQAC Co-ordinator
11/10/2019.
IQAC CO-ORDINATOR
ENGINEERING COLLEGE FOR WOMEN
CHINNASALEM-606 201, KALLAKURICHI DT.

IQAC Chairman
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,
PRINCIPAL
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Ref: IECW/IQAC/MoM-03/2019

Date: 23/10/2019

Minutes of the 3rd meeting of the IQAC held on 11.10.2019 at 11.30a.m in IQAC Conference Hall, Angel's Block, IECW

The meeting began with a prayer led by Sr. Arockia Jaya, invoking God's blessings on the activities of the IQAC. Dr. R. Gurumani, Principal/Chairman of IQAC presided over the meeting. And he welcomed all the members of IQAC.

Members Present: All the members of IQAC except the following member who was granted leave of absence.

1. Mr. Mogal Amjad Baig

ACTION TAKEN REPORT

Dr. Sr. A. Jenitta, Vice-Principal/IQAC Co-ordinator reviewed and explained the action taken report of the previous IQAC meeting held on 13.07.2019.

| Ref.No | Points Discussed | Action taken |
|--------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.1.1 | Rectification of Student / Parents feedback. | RO treated drinking water plant was installed at Hostel Block -I at the cost of Rs. 4,00,000/- |
| 2.2.1 | Special coaching for all 2nd and 3rd year students. | Implemented. Details are maintained in the department. |
| 2.2.2 | Arranging external counsellor | Oriented the students on "Guidance and Counselling" on 20.07.2019 & 10.08.2019. |
| 2.3.1 | Faculty Research Publication in the conferences. | Totally 22 papers have been published in International conferences. |
| 2.3.2 | Sending final year student project proposals to TNSCST. Applying for AICTE MODROB Scheme | 17 Final year student project proposals were sent from all departments to TNSCST on 30.08.2019 Proposals from CSE & ECE departments were sent to AICTE under the scheme of MODROBS on 28.09.2020. |
| 2.3.3 | Sending final year students to ISRO, Trivandrum for industrial visit. | All final year students visited Vikram Sarabhai space center, ISRO from 17th to 19th July 2019 |
| 2.4.1 | Stain removing works of toilets in Angel & St. Mary's Block. | Implemented |



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| 2.5.1 | Guest Lectures and Workshops on cutting edge technology. | Totally 05 guest lectures and 03 workshops have been conducted. |
| 2.5.2 | Motivational programmes on life skills and to make student's to do more extension activities. | There are two events on life skills were arranged and 11 extension activities have been done as the contribution to the society. |
| 2.5.3 | Talent show | Talent show 2019 was conducted on 17.08.2019. |
| 2.5.4 | Sports achievements | In AU zonal level women shuttle badminton tournament, our team won winner trophy on 5 th & 6 th Sep 2019 In AU zonal level women ball badminton tournament, our team got first place on 4th Oct 2019 In AU zonal athletics, the students got 17 gold,10 silver and 3 bronze medals with overall championship on 10 th Oct 2019 |
| 2.6.1 | Faculties attending more FDP. | Totally three FDPs were organized in the campus. All faculties were got benefitted. |
| 2.6.2 | FDP on Outcome Based Education and Accreditation in collaboration with LICET. Effective CIAT paper evaluation. | Held on 16-08-2019. Implemented |
| 2.7.1 | Replacing tube lights into LED bulbs in Laboratories and Seminar Hall and deployment of Solar lighting facility in college campus and servicing in Hostel premises. | Implemented |

In the end of the review of the previous meeting Dr. Sr. A. Jenitta, Vice-Principal/IQAC Co-ordinator, introduced the agenda of the day for discussion and resolving.

| Ref.No | Agenda/ Points Discussed | Conclusion Drawn/ Action Plan | Responsibility | Timeline |
|--------|--------------------------|------------------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 3.1.1 | NPTEL Courses | The IQAC chairman instructed to motivate students to enroll for NPTEL courses for acquiring knowledge beyond the curriculum. | All HODS | Dec 2019 |



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| 3.1.2 | Skill enhancement programmes | It was decided to conduct soft skill training programme in collaboration with Sona Yukthi, Salem | External training Faculty In-charge | Jan 2020 |
| 3.2.1 | Faculty profile | Faculties Qualification/ publications/ workshop/ seminar/conference/FDP attended and conducted were reviewed and the IQAC chairman instructed to improve the competency of the faculty members by doing more faculty development programmes and to update their profile periodically. | HR In-charge | Jan 2020 |
| 3.2.2 | AAA Report | The IQAC co-ordinator reviewed and presented the rectification done based on the consolidated report of AAA held during the month of July 2019. And she reported that the next AAA will be conducted in the mid of even semester | IQAC Co-ordinator | Feb 2020 |
| 3.3.1 | Research collaboration | For improving collaborative research and inter disciplinary research, Faculty members were asked to update their knowledge by attending various programmes on cutting edge technologies. | R&D Cell | Jan 2020 |
| 3.3.2 | Extension activities | Rtn. A. Rajendhiran suggested doing more extension activities from the college as contribution to the society. | IPC co-ordinator | Jan 2020 |
| 3.4.1 | Infrastructure | In order to strengthen the security system, the compound wall is being constructed for the remaining portions of the college campus. | Management | Dec 2020 |
| 3.5.1 | Professional bodies activities | Mrs. P. Vimala Devi, HR Manager, Caliber Embedded Technologies India (P) Ltd., Coimbatore suggested to enhance students' progression, by motivating them to get membership in any one of the professional bodies and to have active participation for equipping them as an industry ready personality. | Professional body In-charges | Dec 2019 |
| 3.5.2 | Meritorious Scholarship | It was decided to facilitate the toppers of the schools, mark based meritorious scholarship has been introduced in the | Financial Administrator | Jan 2020 |



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| | | forthcoming AY admission process | | |
| 3.5.3 | Service Body Activities | For the past three years, NSS camp has been arranged at V.Alambalam village. Hence, this time, a new village will be identified for conducting 7 days NSS camp. The members suggested the village Thottapadi as first choice and Siruvathur as second choice for conducting this programme. | Service body faculty In-charges | Feb 2020 |
| 3.5.4 | Student's Placement and entrepreneurship activities | Placement activities of this year were reviewed. It was instructed to enhance placement record as like the previous year. IQAC chairman appreciated that the students run a canteen at the hostel premises well as an entrepreneurship activities from September 2018. As a continuation this academic year (2019-20) also, the students were permitted to do it. | TPO IYM co-ordinator | May 2020 Oct 2020 |
| 3.6.1 | IQAC Quality initiatives | Adherence to Lesson Plan / Time Table was reviewed by the IQAC Chairman. This point is always stressed in Principal / HOD-Staff review meetings. Instances of minor postponements, re-scheduling reported. However this has not affected the performance level and student satisfaction level. The HoDs were appreciated for monitoring the timely completion of odd semester syllabus, course plan & delivery and IQAC co-ordinator was asked to ensure this effectiveness of this practice. As a collaboration activity with VIT university, One day FDTP on entrepreneurship practices and patenting will be conducted. It was decided to apply for getting permanent affiliation from Anna University for the departments of ECE by fulfilling the eligibility norms of having average of 25% admission in the previous | IQAC Co-ordinator | Nov 2019 Sep 2019 Dec 2019 |



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| | | two years. | | |
| 3.7.1 | Pedestrian Path Construction | It was decided to construct a pedestrian path from the college entrance to St.Mary's block entrance. | Estate Maintenance In-charge | Jan 2020 |

The meeting came to an end with a prayer.


IQAC Co-ordinator

IQAC CO-ORDINATOR

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IQAC Chairman

**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,
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