

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING

AVADI, CHENNAI – 600055.

MINUTES OF MEETING

AGENDA	IQAC - 2 nd Meeting of Academic Year 2019-2020		
DATE & TIME	20.09.2019 at 10.00 A.M.	DEPARTMENT	All Departments
PREPARED BY	Asst. Prof. M.S.Rajan - EEE	VENUE	IQAC Chamber

1.Meeting Objectives

NAAC Inspection, Academic Audit, NSS Event, Solar Power Plant, PALS innoWAH Competition

Members Present

Janab Shaik Athaullah - Trustee Administrator

Prof. Dr.M.Afzal Ali Baig - Chairman

Prof .Dr. N.R. Shanker – Director

Prof. Dr. Mohd. F. Shabir – Coordinator

Prof. Mr. C.Makendran – HOD Civil

Asso. Prof. Dr. S. Sathish – HOD Mech

Asst.Prof. A. Mohanasundaram – HOD/EEE, Asst.Prof Mohamed Mydeen - HOD/ECE, Prof. Dr. R.

Shankar HOD/CSE, Asst.Prof. Dr.M.Amanullah – HOD / I.T, Asst. Prof. Khaja Moideen – HOD/MCA,

Asso. Prof. Dr. S.V. Mahesh Kumar, Asst. Prof. A.S. Salma Banu, Asst. Prof. M.S.Rajan, Asst. Prof. R.

Lavanya – IT, Asst. Prof. Ashma Abubakker, Er. Syed Eliyaz Ahmed, Er. D. Muthukumaran,

g. Cdr. K. Parthasarathi Vsm – Rtd., Er. V. Sundaram, General Manager, Ongc (Retd), Er. H. Mohammed

Aadil, M/S. Ifelse Technologies, Chennai, Er. D. Boobalan, M/S. Aadhi Builders, Chennai, Mr. T.Shakeel

Ahamed, Mohammed Waqqas III year Mechanical Engineering, Mohamed Fareedudeen, II year Civil

Engineering

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Director welcomed all the members present for the meeting.
NAAC Inspection	NAAC Files submitted by the respective Criterion Heads is verified by the Director, Coordinator and Members of IQAC.

	<p>Department Heads should prepare power point presentation of their respective departments for NAAC Inspection</p> <p>Venues are finalized based on the schedule received from the NAAC</p>
Academic Audit	<p>IQAC audit Members should verify the Faculty member log book, syllabus coverage as per lesson plan, answer scripts and Class notes</p>
NSS Event	<p>It is decided to conduct NSS event on "Plastic Waste Awareness Programme" on 24/09/2019 as a mark of 50th Golden Jubilee NSS Day.</p> <p>Information to be sent to all Faculty members, Students and Staff members</p>
Solar Power Plant	<p>Training programme planned for EEE and ECE students on "20 kW On Grid Solar Power Plant" commissioned in the Department of Electrical & Electronics Engineering on 26/09/2019</p>
innoWAH Competition	<p>Students are informed to form project team for PALS innoWAH competition. Best five teams to be selected and to be finalized. Registration Details, Concept and Design Document have to be uploaded in their respective Google Drive.</p>
Conclusion	<p>The meeting ended with thanks.</p>

Shanker R
20/9/19

Director IQAC

Dr. N.R. SHANKER

Abal
20/9/19

Chairman IQAC

PRINCIPAL

**AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
AVADI - IAF, MUTHAPUDUPET
CHENNAI 600 055**

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MINUTES OF MEETING

AGENDA	IQAC - 1 st Meeting of Academic Year 2019-2020		
DATE & TIME	19.06.2019 at 10.00 A.M.	DEPARTMENT	All Departments
PREPARED BY	Asst. Prof. M.S.Rajan - EEE	VENUE	IQAC Chamber

1.Meeting Objectives

NAAC DVV Status, IQAC, ICT Academy, PALS, TCS iON

Members Present

Janab Shaik Athaullah - Trustee Administrator

Prof. Dr.M.Afzal Ali Baig - Chairman

Prof .Dr. N.R. Shanker – Director

Prof. Dr. Mohd. F. Shabir – Coordinator

Prof. Mr. C.Makendran – HOD Civil

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Asst.Prof. A. Mohanasundaram – HOD/EEE, Asst.Prof Mohamed Mydeen - HOD/ECE, Prof. Dr. R.

Shankar HOD/CSE, Asst.Prof. Dr.M.Amanullah – HOD / I.T, Asst. Prof. Khaja Moideen – HOD/MCA,

Asso. Prof. Dr. S.V. Mahesh Kumar, Asst. Prof. A.S. Salma Banu, Asst. Prof. M.S.Rajan, Asst. Prof. R.

Lavanya – IT, Asst. Prof. Ashma Abubakker, Er. Syed Eliyaz Ahmed, Er. D. Muthukumaran,

Wg. Cdr. K. Parthasarathi Vsm – Rtd., Er. V. Sundaram, General Manager, Ongc (Retd), Er. H. Mohammed

Aadil, M/S. Ifelse Technologies, Chennai, Er. D. Boobalan, M/S. Aadhi Builders, Chennai, Mr. T.Shakeel

Ahamed, Mohammed Waqqas III year Mechanical Engineering, Mohamed Fareedudeen, II year Civil Engineering

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Director welcomed all the members present for the meeting.
DVV Status	DVV Status submitted by the respective Criterion Head's is verified by Director, Coordinator and Members of IQAC.

IQAC Members	<p>IQAC members are informed to verify the course file of all faculties. The following should be checked in course file.</p> <p>Lesson Plan</p> <p>Syllabus</p> <p>Students Details</p> <p>Individual Time table</p> <p>Previous year Anna University Question Papers</p> <p>Class Notes</p> <p>PPT</p> <p>Question Bank</p> <p>IQAC members should monitor and ensure the smooth conduction of classes</p>
ICT Academy	<p>ICT Academy WhatsApp group to be formed and Students of all Departments must be informed about programmes to be conducted by ICT Academy and must ensure more number of participations.</p>
PALS	<p>It has been decided that the members of the academic year 2018-19 will remain same for academic year 2019 – 2020.</p>
TCS iON	<p>It is decided to include TCS iON value added course in all Department Time table</p>
Conclusion	<p>The meeting ended with thanks.</p>

Shanker 18
19/6/19

Director IQAC

Dr. N. R. SHANKER

Aalim
19/06/19

Chairman IQAC

PRINCIPAL

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