



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING

(Approved by All India Council for Technical Education, New Delhi)

(Affiliated to Anna University, Chennai - 600 025)

NAAC B+ Accredited Institution

Nizara Educational Campus, Muthapudupet, IAF Avadi, Chennai - 600 055



Lr.No: AMSCE/Circular/IQAC/01

11/07/2022

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 1st Internal Quality Assurance Cell (IQAC) Meeting will be held on 14/07/2022 (1.30 P.M to 2.30 P.M) in the IQAC Chambers.

Agenda

Academic Plan for ODD Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.

Copy to:

- i. The Secretary and Correspondent - for kind information
- ii. The Members of the IQAC
- iii. IQAC File


11/07/2022
Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAF-AVADI
CHENNAI 600 055

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	14.07.2022 & 1.30 p.m to 2.30 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	

1.Meeting Objectives

Academic Plan for ODD Semester 2022-2023

2.Members Present

JANAB SHAIK ATHAULLAH - Trustee Administrator

PROF. Dr. S. SATHISH - Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Assoc. Prof. Dr. M. Amanullah – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst.Prof. G. Sulthana Begam – Head/CSE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Ayaz Ahmed – i/C Head/Mechanical Engineering, Assoc. Prof. Dr. K. Suresh Kumar/S&H

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present
Academic Plan for ODD Semester 2022-2023	<ul style="list-style-type: none"> ❖ The Re-opening Date for Commencement of Theory Classes for ODD Semester 2022-23 for Second year and Third year Students will be on 10/08/2022 and for Final year Students will be on 01/08/2022, as opined by the Head of Departments. ❖ Hostel Students must properly handover the Rooms to Deputy Warden, if not handedover properly and Discipline Committee found any damage in Electrical Switches, MCBs, Sockets, Fan, LED Lights, Cot, Window Mosquito Net, Padlock and scribbling and defacing on the walls a fine will be imposed and Students must pay it immediately to make good for damage caused. ❖ Till they pay their fine amount, they should not be allowed to Hostel and

	<p>Classroom and also their Names to be displayed in Department Notice Board and Hostel Notice Board.</p> <ul style="list-style-type: none"> ❖ The Hostel Membership is valid for only one Academic year and that depends up on their Academic behavior and general behaviour in the hostel. ❖ The Hostel Membership will be sanctioned based on the Recommendations of Class Teacher, Head of the Department, Deputy Warden and Warden. ❖ Trustee Administrator advised Head of Departments to depute their Faculty Members on the day of Students vacating the Hostel to check the condition of Room before the Handover their Rooms to Warden.
Conclusion	The meeting ended with thanks

Prepared By
M.S. RAJAN
14/7/2022

Prepared By

M.S. RAJAN

Head-EEE

Sathish
14/7/2022
Principal


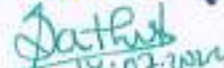

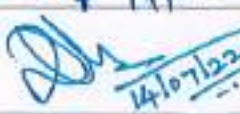
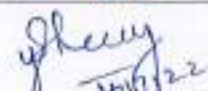
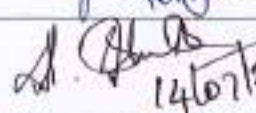

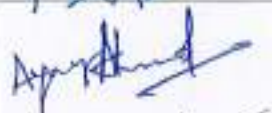
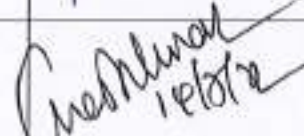
Prof. Dr. S. SATHISH

B.E., M.E., Ph.D.

PRINCIPAL

AALIM MUHAMMED SALE
 COLLEGE OF ENGINEERING
 MUTHAPUDUPET, MF-AVADI
 CHENNAI - 600 055

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	
Prof. Dr. S. Sathish	Principal	Chairman	 19/07/22
Prof. Dr. M. Afzal Ali Baig	Professor & Head – Civil Engineering	Senior Faculty Member	 14/07/22
Assoc. Prof. Dr. M. Amanullah	Head – IT	Senior Faculty Member	 14/07/22
Asst. Prof. G. Sulthana Begam	Head – CSE	Senior Faculty Member	 16/07/22
Assoc. Prof. Dr. A.S. Salma Banu	Head – ECE	Senior Faculty Member	 14/07/22
Asst. Prof. M.S.Rajan	Head – EEE	Senior Faculty Member	 14/07/22
Asst. Prof. Ayaz Ahmed	i/C Head – Mechanical Engineering	Member	
Dr. K. Suresh Kumar	Assoc. Prof. – S&H	Member	 14/07/22



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Lr.No: AMSCE/Circular/IQAC/02

16/12/2022

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 2nd Internal Quality Assurance Cell (IQAC) Meeting will be held on 20/12/2022 (4.00 P.M to 5.30 P.M) in the IQAC Chambers.

Agenda

- ❖ Strategy to improve Admissions for Academic Year 2023-2024
- ❖ New Course for Academic Year 2023-2024

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.

*Sathish
16/12/2022*

Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.
PRINCIPAL
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COLLEGE OF ENGINEERING
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AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	20.12.2022 & 4.00 p.m to 5.10p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	
1.Meeting Objectives			
Strategy to improve Admissions for Academic Year 2023-2024 New Course for Academic Year 2023-2024			
2.Members Present			
Janab Shaik Athaullah – Trustee Administrator Prof. Dr. S. Sathish – Principal Prof. Dr. N.R. Shanker – IQAC Director			
Department Members			
Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. Dr. M. Prabu/CSE, Asst. Prof. Dr. E. Ganesh/CSE, Asst. Prof. A. Duraibabu/ECE, Asst. Prof. M.F. NazeerAhamed/Civil Engineering			
3.Agenda and Notes, Discussion, Decision and Solutions			
Topics	Discussion		
Introduction	Principalwelcomed all the members present for the meeting		
Strategy to improve Admissions for Academic Year 2023-2024	<ul style="list-style-type: none"> ❖ Admissions of the Last three Academic Years was discussed. ❖ Prof. Dr. N.R. Shanker suggested to find the reason for shortfall in Admissions, especially in highly demand courses such as CSE, IT and AI-DS. ❖ There is a shortfall in Lateral Entry Admissions,when compared to last Academic Year. ❖ Prof. Dr. N.R. Shanker suggested the Head of the Departments to find the Solution to improve the Admissions for the Academic Year 2023-2024. ❖ Prof. Dr. N.R. Shanker suggested to fill50% Admissions Seats by Faculty Members of College and remaining 50% by Trust Members. 		

<p>New Course for Academic year 2023-2024</p>	<ul style="list-style-type: none"> ❖ All the Head of the Departments must take responsibility to fill their lapsed Seats and 10% Seats by Second year Lateral Entry Admissions for forthcoming Academic year. ❖ All the Head of the Departments to interact with Head of the Department of other Polytechnic Colleges and get permission to Organise One Week Internship for their Students. ❖ Department of Mechanical Engineering to Organise One Week Internship on 3D Printing for Polytechnic College Students. ❖ To utilise the Lab Instructors for One Week Internship for Polytechnic College Students. ❖ Internship Brochure to be circulated to Polytechnic Colleges at the earliest. ❖ The Concession in Tuition Fees for the Students to be given as Hon'ble Dr. S. M. Shaik Nurddin Scholarship. ❖ To convene Meeting with Prof. Dr. N. Prabhakaran to discuss Admissions for forthcoming Academic Year. ❖ All the Departments must improve their Academic activities such as Industrial Visits, Guest Lectures, Workshops and must frequently upload the details in Social Media. ❖ Prof. Dr. N.R. Shanker explained the Demand for B.E. - Computer Science and Engineering (Cyber Security) Course for next 20 years. ❖ All the Members unanimously accepted the introduction of New Course B.E. - Computer Science and Engineering (Cyber Security) with intake of 30 Students for the Academic year 2023-2024. ❖ All the Members of IQAC accepted to reduce the Sanctioned Intake of 60 Students to 30 Students in the Department of Mechanical Engineering for the Academic year 2023-2024. ❖ Prof. Dr. N.R. Shanker insisted the Faculty Members to undergo NPTEL Course related to CSE, AI-DS and Cyber Security and must earn 18 Credits.
<p>Conclusion</p>	<p>The meeting ended with thanks</p>

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	<i>G. Nameh</i>
Prof. Dr. S. Sathish	Principal	Chairman	<i>Sathish</i> 20/12/22
Prof. Dr. N.R.Shanker	Professor – CSE	Director - IQAC	<i>Shankar</i> 20/12/22
Prof. Dr. M. Afzal Ali Baig	Professor & Head - Civil Engineering	Senior Faculty Member	<i>Afzal</i> 20/12/22
Prof. Dr. S. Arif Abdul	Professor & Head - IT	Senior Faculty Member	<i>Arif</i> 20/12/22
Prof. Dr. A.S. Salma Banu	Assoc. Professor & Head - ECE	Senior Faculty Member	<i>Salma</i> 20/12/22
Er. M.S.Rajan	Asst. Professor & Head – EEE	Senior Faculty Member	<i>Rajan</i> 20/12/2022
Dr. S. Ramkumar	Asst. Professor & Head - Mechanical Engineering	Senior Faculty Member	<i>Ramkumar</i> 20/12/22
Dr. M. Prabu	Asst. Professor - CSE	Member	<i>M. Prabu</i> 20/12/22
Dr. E. Ganesh	Asst. Professor - CSE	Member	<i>E. Ganesh</i> 20/12/22
Er. A. Duraibabu	Asst. Professor - ECE	Member	<i>A. Duraibabu</i> 20/12/22
Er. M.F. Nazeer Ahamed	Asst. Professor - Civil Engineering	Member	<i>Nazeer</i> 20/12/22



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Lr.No: AMSCE/Circular/IQAC/03

08/02/2023

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 3rd Internal Quality Assurance Cell (IQAC) Meeting will be held on 11/02/2023 (12.00 P.M to 1.00 P.M) in the IQAC Chamber.

Agenda

- ❖ Annual & Sports Day
- ❖ National Level Technical Symposium
- ❖ Academic Activity Plan for Even Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Learning-Teaching process of our Institution.

Sathish
08/02/2023

Chairman

IQAC

Prof. Dr. S. SATHISH

B.E., M.E., Ph.D

PRINCIPAL

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MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	11.02.2023 & 12.00 p.m to 1.00 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		02	

1.Meeting Objectives

Annual & Sports Day
 National Level Technical Symposium
 Academic Plan for Even Semester 2022-2023

2.Members Present

Prof. Dr. S. SATHISH – Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Asst. Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. M.S.Rajan – Head/EEE, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. G. Sulthana Begam – Head/CSE, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Asst. Prof. M.F. Nazeer Ahamed

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present for the meeting
Annual & Sports Day National Level Technical Symposium	<ul style="list-style-type: none"> ❖ The Members of IQAC have decided to organize Annual & Sports Day on 15.04.2023 and National Level Technical Symposium on 16.03.2023. <p align="center"><u>Academic Schedule for Second year, Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Commencement of Classes is on 06.02.2023 ❖ Last Working Day is on 12.05.2023 ❖ Commencement of Practical Exam is on 15.05.2023 ❖ Commencement of Theory Exam is on 26.05.2023 ❖ Re-opening Day for Odd Semester 2023-2024 is on 31.07.2023 <p align="center"><u>Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023
Academic Plan for Even Semester 2022- 2023 - III rd Year and IV Year Students	

Academic Plan for
Even Semester 2022-
2023 - IInd Year
Students

- ❖ Internal Test I to be conducted from 06.03.2023 to 13.03.2023
- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Internal Test II to be conducted from 05.04.2023 to 11.04.2023
- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023
- ❖ Model Exam to be conducted from 05.05.2023 to 12.05.2023

Second year Students

- ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023
- ❖ Class Test I to be conducted from 06.03.2023 to 13.03.2023

Portions for Class Test I - 1st Unit

Duration - 1 Hour

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Internal Test I to be conducted from 27.03.2023 to 03.04.2023

Portions for Internal Test I - 2.5 Units

Duration - 90 Minutes

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 16 = 32 Marks

1 x 8 = 8 Marks

Total Marks : 50 Marks

- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Class Test II to be conducted from 24.04.2023 to 02.05.2023

Portions for Class Test I - 2.5 Units to 3.5 Units

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023

- ❖ Internal Test II to be conducted from 05.05.2023 to 12.05.2023

Portions for Internal Test I - All 5 Units

Maximum Marks - 100 Marks

Conclusion

The meeting ended with thanks

PREPARED BY

M.S. RAJAN

AP/EEE

Prof. D. SATHISH
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