



**Minutes of the 15<sup>th</sup> IQAC Meeting**

The Fifteenth meeting of Internal Quality Assurance Cell was held on 23rd August 2024, Monday at 9.00 AM under the Chairmanship of **Dr.M.Palaninatha Raja, Principal i/c** in Conference Hall. The following members were present.

1.	Prof. R. Mahadevan	Principal Advisor, Aasaan eduCare Foundation, Chennai
2.	Dr.S.J.Thiruvengadam	Director IQAC, Dean (AP), Professor, Dept. of ECE
3.	Dr.S.Baskar	Dean (R &D), Professor, Dept. of EEE
4.	Dr.S.Mercy Shalinie	Dean (MIS), Professor & Head, Dept. of CSE
5.	Dr.S.Rajaram	Registrar, Professor & HDECE
6.	Dr.G.K.Rajesh	Dean (Industry Institute Interaction)
7.	Dr. R. Vel Kennedy	Dean (ECA), Professor, Dept. of Civil Engineering
8.	Dr. K.Sudalaimani	Professor & Head, Dept. of Civil Engineering
9.	Dr. K.Srithar	Professor & Head, Dept. of Mechanical Engineering
10.	Dr.C.K.Babulal	Professor & Head, Dept. of EEE
11.	Dr.C.Deisy	Professor & Head, Dept. of Information Technology
12.	Dr.P.Chitra	Professor & Head, Dept. of Computer Applications
13.	Dr.J. Jinu Louishidha Kitchley	Professor & Head, Dept. of Architecture
14.	Dr.S.Parthasarathy	Professor & Head, Dept. of AMCS
15.	Dr.M.Mahendran	Professor & Head, Dept. of Physics
16.	Dr.S.Jeyabharathi	Professor & Head, Dept. of Mathematics
17.	Dr.M.Kottaisamy	Professor & Head, Dept. of Chemistry

**The Agenda of the meeting:**

- To consider the business brought forward by the members of IQAC
- To review the preparedness of NAAC Cycle 2 Assessment and Accreditation Peer Team Visit (PTV) with the following schedule:
  - 09.00 – 10.00 Presentation by HoDs (Selected Departments)
  - 10.15 – 12.15 Visit to Selected Departments
  - 12.15 – 13.00 Interaction with Registrar
  - 10.15 – 13.00 Document Review – NAAC Steering Committee Members
  - 14.00 – 15.00 Visit to Centers/Cells/Facilities
  - 14.00 – 16.00 Document Review – NAAC Steering Committee Members
  - 15.00 – 16.00 Meeting with Principal, IQAC Director, Registrar, CoE
  - 16.00 – 16.30 Exit Meeting with Deans, HoDs, NAAC Steering Committee

Dr. M. Palaninatha Raja, Principal i/c welcomed the Internal Quality Assurance Cell (IQAC) Members and briefed the NAAC Cycle-II accreditation requirements. He requested Dr. S.J. Thiruvengadam, Director-IQAC to take the agenda forward

**15:01** To confirm the minutes of the previous Internal and external IQAC Meetings.

***Resolved to confirm the minutes of the 12th IQAC Meeting (External) held on 7th October 2023, 13th IQAC Meeting (Internal) on 21st December 2023 and 14th IQAC Meeting (Internal) on 16th February 2024.***



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Internal Quality Assurance Cell (IQAC)

15:02 To consider and peruse the actions taken on the 12th IQAC Meeting (External) held on 7th October 2023, 13th IQAC Meeting (Internal) on 21st December 2023 and 14th IQAC Meeting (Internal) on 16th February 2024.

*The IQAC Director presented the actions taken on the suggestions made during the IQAC Meeting (External & Internal). The IQAC resolved to approve the actions taken as presented and accepted the time requested, for implementation of few suggestions.*

15:03 To review the preparedness of NAAC Cycle 2 Assessment and Accreditation Peer Team Visit (PTV)

The IQAC Director invited Heads of the Department Civil, Mechanical, IT, AMCS and Mathematics to highlight their Department activities and achievements.

The IQAC Director requested Prof.R.Mahadevan to visit Departments of Civil Engineering, Mechanical Engineering, CSE, Computer Applications, Architecture and Center Facilities and review for their NAAC PTV preparedness.

The IQAC Director requested Deans and Registrar to verify Documents pertaining to Qualitative Metrics of Criteria 1 – 7.

Recommendations

- Department highlights and achievements shall be displayed in the Standee
- Project models shall be kept ready in the Department laboratories for demonstration
- Stall for Projects Display shall be planned in the Open Auditorium and TSS CAR to include activities of Research, IPR, IIC and EDC.
- Simple booklets shall be prepared for each Criteria describing the Qualitative Metrics; separate booklet is needed for Best Practices and Institutional Distinctiveness.
- Posters in center facilities like TSS CAR, TBI, Alumni Cell, Library, Data Center, CCC, Indoor Stadium are preferred.
- HoDs are asked to prepare the list of Students, Parents, Alumni and Employers for the stakeholder interactions with the PTV team.

Prepared by

IQAC Director

**Dr.S.J.Thiruvengadam**

Director - IQAC

Thiagarajar College of Engineering  
Madurai - 625015

Approved by

Principal i/c

PRINCIPAL i/c  
THIAGARAJAR COLLEGE OF ENGINEERING  
MADURAI-625 015.