

## MINUTES OF MEETING

MINUTES OF THE 17th IQAC (INTERNAL QUALITY ASSURANCE CELL) MEETING OF MOHAMED SATHAK ENGINEERING COLLEGE, KILAKARAI, HELD ON 02-05-2018 AT 12.30 P.M. IN THE CHAIRMAN CABIN.

Dr.J.ABBAS MOHIDEEN, Chairman-IQAC, welcomed the members of the IQAC Committee members. Prof M.Mohamed Rafi, Secretary & Co-ordinator, IQAC, presided over the meeting.

He briefed the Goals, Objectives, Strategy, Functions, Benefits, Follow-ups, roles and responsibilities of members of the institution and also presented the report. He invited the members to share their views.

The points in the agenda were taken for discussion one by one.

17.1 Considered the 17th IQAC committee meeting held on 10-02-2018.

RESOLVED to confirm the minutes of the 16th meeting of IQAC.

17.2 Considered the plan of action of the implementation of Choice Based Credit System.

RESOLVED to register the plan of action of the implementation of Choice Based Credit System.

17.3 Considered the activities of various professional bodies and plan meticulously for efficient reach to the student community.

RESOLVED to chronicle the activities of various professional bodies.

17.4 Considered the preparedness for external Academic audit.

RESOLVED to catalog the preparedness for external Academic audit and complete the internal academic audit as per schedule.





17.5 Considered the academic activities of the College.

RESOLVED to index the discussion pertaining to the academic activities like Teaching-Learning process, admission criteria, communication from various academic agencies, compliance with norms, standards and guidelines.

17.6 Considered the activities of the Statutory and Non-statutory committee.

RESOLVED to key in the activities of the Statutory and Non-statutory committees of the college and its compliance with the requirements.

17.7 Considered the plan of action for skill development training to improve the placement of students.

RESOLVED to fortify the skill development training programmes.

Prof M.Mohamed Rafi, Secretary & Co-ordinator –IQAC solicited the continued support of the members for sharing their rich knowledge and wide experience for furthering the mission of the IQAC.

Dr.J.Abbas Mohideen, Chairman, IQAC, proposed the vote of thanks to all the members of the IQAC Committee and expressed gratitude for their sustained involvement and for making the meeting a grand success





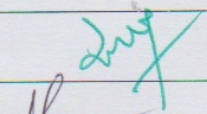
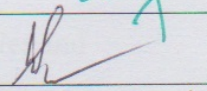
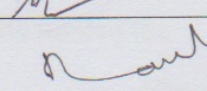
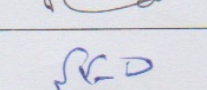
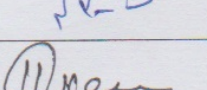
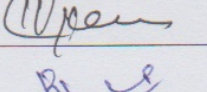
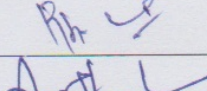
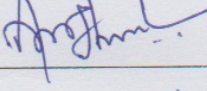
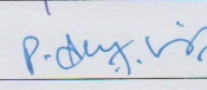
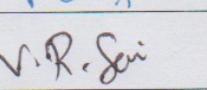
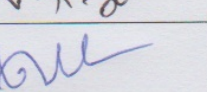
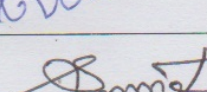
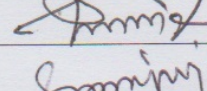
MOHAMED SATHAK ENGINEERING COLLEGE, KILAKARAI  
17<sup>th</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

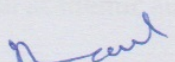
Attendance Sheet

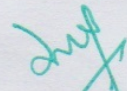
Venue: Chairman Cabin

Date: 02-05-2018

Time: 12.30 P.M.

Sl. No.	Name	Designation	Signature
1	DR.J.ABBAS MOHAIDEEN	PRINCIPAL	
2	Prof. HAROON RASHID	HOD/AERO	
3	Prof. MOHAMED RAFI M	HOD/MCA	
4	Prof. SHEIK FAREED S	HOD/DASH	
5	Prof. PEER OLI H	HOD(I/C)/ECE	
6	Prof. KARTHIKEYAN R	HOD/CSE	
3	Prof. MUTHUVEL A	AP/ECE	
8	Prof. ABBAS KIYASUDEEN P	AP/MECH	
9	Prof. SATHISH KUMAR V R	AP/CSE	
10	MR. NAGARAJAN K	Advocate	
11	Mr. BALA SUBRAMANIAN S	SITE ENGINEER	
12	Mr. SULTHAN ALAUDEEN A	SYSTEM ADMIN	
13	Mr. MANIKANDAN K S	WEB DESIGNER	

  
IQAC CO-ORDINATOR

  
PRINCIPAL