



A.K.T MEMORIAL COLLEGE OF ENGINEERING & TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
A.K.T Nagar, Neelamangalam, Kallakurichi, Tamilnadu - 606 213.
Tel : 04151 - 223577 Email : aktengg@yahoo.in/Website : www.aktmcet.in

IQAC-Regular Minutes of Meeting

Academic Year: 2022-2023

Meeting-01



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INTERNAL QUALITY ASSURANCE CELL-IQAC

Ref: AKTMCET/IQAC/Meeting/2022-23/01

Date: 05-12-2022

CIRCULAR

This is to inform you that the first meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 will be held on 07-12-2022 at 10.00 am in the conference hall to monitor the progress of the NAAC accreditation process and functioning of academic and administrative units. All the members are requested to attend the meeting.

Agenda of the Meeting:

- Review of the previous meeting minutes
- Two new additional UG courses – AI&DS and IT
- Promote faculty members to do the Ph.D
- New Labs for additional Courses – AI&DS and IT as per AU 2021 Regulation
- Laboratory equipment purchase as per AU 2021 Regulation

Mmistr
IQAC-Coordinator

20/12/22
Principal

Copy to:

1. Principal
2. All the HoDs
3. IQAC
4. Office
5. File

PRINCIPAL
A.K.T.MEMORIAL COLLEGE OF ENGG. & TECH
KALLAKURICHI



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Ref: AKTMCET/IQAC/Meeting/2022-23/01

ATTENDANCE-IQAC

Academic Year : 2022-23

Date : 07.12.2022

Timing : 10.00 am

Venue : Conference hall

The Members of the Committee:

S.No	Name of the Member	Designation	Composition of IQAC Members Specified by NAAC	Signature
Member from the Management				
1.	Thiru.A.K.T.M. Rajendiran	Managing Director	Member	
Chairperson: Head of the Institution				
2.	Dr.R.Thanigaivelan	Principal	Chairperson	
Teachers to represent all level				
3.	Dr.A.Velmurugan	HOD-CSE	Member	
4.	Mr.E.Balaji	HOD-MECH.	Member	
5.	Mr.J.Jayakumar	HOD-S&H	Member	
6.	Mr.S.Gulasekarapandiyar	HOD-Civil	Member	
7.	Mr.S.S.Raju	HOD-ECE	Member	
8.	Mr. A. Alaudeen	AP-EEE	Member	
Senior administrative officers				
9	Mr.K.Manikandan	AP-MECH.	Member	
10.	Mr.K Sekar	AP-CSE	Member	
11.	Mr.P.Ramachandran	AO/Office	Member	
Nominees each from local society, Students and Alumni				
12.	Mr.P.Ramkumar	Lions Club Member	Member	
13.	Mr.M.Sandhuru	IV Year- Civil	Member	
14.	Mr.A.Karthik	III Year-CSE	Member	
15.	Mr.K.Kalaiivanan	AE/TANGEDCO	Member	
Nominee each from Employers /Industrialists / Stakeholders				
16.	Mr. Ajay Viswanathan	Founder and CEO Super Fact Solution	Member	
17.	Mr.R.Ayyasamy	F/O Mr.A.Karthik III Year-CSE	Member	
One of the senior teachers as the Co-ordinator / Director of the IQAC				
18.	Dr.P.Manikandan	Vice-Principal & Head	IQAC-Coordinator	

IQAC-Coordinator

Principal

20/12/22
7/12/22
A.K.T.MEMORIAL COLLEGE OF ENGG.,
KALLAKURICHI



Ref: AKTMCET/IQAC/MoM/2022-23/01

MINUTES OF MEETING-IQAC

Academic Year : 2022-23

Date : 07.12.2022

Timing : 10.00 am

Venue : Conference hall

The Members of the Committee:

S.No	Name of the Member	Designation	Composition of IQAC Members Specified by NAAC
Member from the Management			
1.	Thiru.A.K.T.M. Rajendiran	Managing Director	Member
Chairperson: Head of the Institution			
2.	Dr.R.Thanigaivelan	Principal	Chairperson
Teachers to represent all level			
3.	Dr.A.Velmurugan	HOD-CSE	Member
4.	Mr.E.Balaji	HOD-MECH.	Member
5.	Mr.J.Jayakumar	HOD-S&H	Member
6.	Mr.S.Gulasekarapandiyar	HOD-Civil	Member
7.	Mr.S.S.Raju	HOD-ECE	Member
8.	Mr. A. Alaudeen	AP-EEE	Member
Senior administrative officers			
9	Mr.K.Manikandan	AP-MECH.	Member
10.	Mr.K Sekar	AP-CSE	Member
11.	Mr.P.Ramachandran	AO/Office	Member
Nominees each from local society, Students and Alumni			
12.	Mr.P.Ramkumar	Lions Club Member	Member
13.	Mr.M.Sandhuru	IV Year- Civil	Member
14.	Mr.A.Karthik	III Year-CSE	Member
15.	Mr.K.Kalaivanan	AE/TANGEDCO	Member
Nominee each from Employers /Industrialists / Stakeholders			
16.	Mr. Ajay Viswanathan	Founder and CEO Super Fact Solution	Member
17.	Mr.R.Ayyasamy	F/O Mr.A.Karthik III Year-CSE	Member
One of the senior teachers as the Co-ordinator / Director of the IQAC			
18.	Dr.P.Manikannan	Vice-Principal & Head	IQAC-Coordinator



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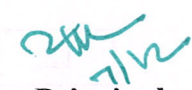
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The following points were discussed:

S.No	Points discussed	Responsibility /Remarks
1	Principal Dr. R. Thanigaivelan, welcomed all the members for the Internal Quality Assurance Cell (IQAC) meeting and briefed the progress of college academic and administrative activities and achievements.	Principal
2	Action taken report on the Minutes of the last IQAC meeting was presented by Dr. P. Manikannan- IQAC Coordinator.	IQAC Coordinator
3	Discussed the requirements of furniture, stationery items, lab materials, and library books for the upcoming semester. All the department heads were asked to submit the list of requirements as per the norms at the IQAC office.	All Dept. Heads
4	IQAC members suggested, conducting orientation and awareness programs about the NAAC accreditation process for both academic and administrative units.	Management, Principal & IQAC coordinator
5	Discussed about to start two additional academic courses in Information Technology (IT) and Artificial Intelligence & Data Science (AI&DS) for the academic year 2023-2024.	AKTMCET Team
6	The Two-day Conference on Challenges, Opportunities and Future Roadmap of Smart Manufacturing (COFSM)-2023 will be scheduled from 28.03.2023 to 29.03.2023.	Dept. of Mechanical Engineering
7	Faculty members are motivated to do Ph.D. and register for their Ph.D. at reputed Universities.	Research Coordinator
8	Discussed the implementation of academic activities and all the academic heads were asked to prepare an action plan for the upcoming even semester.	All Academic Heads


IQAC-Coordinator


Principal

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IQAC - Action Taken Report for Academic Year 2022-23

The following actions were taken to implement the decisions of the IQAC meeting was held on 07-12-2022 during academic year 2022-2023.

S.No	Action Plan	Action Taken	Remarks
1	Purchase	All the heads submitted their department requirements as per Regulation 2021	
2	NAAC	The Management has approved the conduct of an orientation program	
3	New Courses (IT and AI&DS)	The application process has been initiated to secure approval from AICTE and Anna University to start two additional academic courses (IT and AI&DS) for the academic year 2023-2024	
4	Research Activities	Two faculty members applied for Ph.D. at Anna University	
5	Conference : COFSM-2023	Dr.R.Thanigaivelan, Principal/AKTMCT received grants for the conduct of International conference from SERB (Rs.1,00,000) in the title of " <i>Challenges, Opportunities and Future Roadmap of Smart Manufacturing (COFSM)-2023</i> "	
6	Conduction of university examinations	On January 4 th , 2023, an orientation program was held for first-year students to provide information about the Anna University exam pattern.	


IQAC-Coordinator


Principal
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