



# TAGORE

## INSTITUTE OF ENGINEERING AND TECHNOLOGY

DEVIYAKURICHI – 636 112, SALEM DISTRICT.

(Approved by AICTE, New Delhi and Affiliated to Anna University Chennai)

website: [www.tagoreiet.ac.in](http://www.tagoreiet.ac.in)

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Tel: +91- 4282 231 374, 231 474

### Internal Quality Assurance Cell (IQAC)

Ref:TIET/IQAC/2018-2019/Meeting/01

Date: 19.06.2018

### **Circular**

**The Internal Quality Assurance Cell (IQAC)** Members Meeting is scheduled on 22.06.2018 at 10.00 AM in the college premises. The committee members are requested to attend the meeting to share their fruitful suggestions for the further improvement of our institution.

### **Agenda of the Meeting:**

1. Review of the last meeting.
2. To improve the quality of education.
3. Staff development program to improve the quality.
4. Discussion about MOU's with companies.
5. Plan to get the grants from funding agencies like AICTE and UGC.
6. Motivate the faculty members continuously by financial and non-financial support.
7. Publish research activities and apply for patent
8. Improve digital learning process and MOOC learning.


  
IQAC

  
PRINCIPAL

Copy to:

1. The Management for kind information.
2. The Members of Internal Quality Assurance Cell (IQAC).
3. All departments HoD's.
4. Main Notice Board



  
**Dr. S. JAYANTHI, M.E., Ph.D.,**  
PRINCIPAL  
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Deviyakurichi - 636 112.  
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### Internal Quality Assurance Cell (IQAC)

#### **IQAC Member List (2018-2019)**

S.NO	NAME	DESIGNATION	POSITION
1	Dr.S.Senthilkumar	Head of the Institution	Chairman
2	Dr.R.Vasanthi	Professor ,HOD-CSE	IQAC Coordinator
3	Mr.R.Paramasivam	Director	Member
4	Mrs.E.Sangeetha	Associate Professor, ECE	Member
5	Mr.M.Karthikeyan Dr.P.Madhubala Mr.P.Rajeshkumar Dr.S.Jayanthi Mr.R.Dhanaraj Mrs.S.Chitradevi Dr.T.Krishnakumar	Assistant Professor ,HOD- CIVIL Assistant Professor, CSE Assistant Professor ,HOD- ECE Assistant Professor, HOD- EEE Assistant Professor ,HOD- MECH Assistant Professor ,HOD- MBA Professor ,HOD- S&H	Members
6	Mr.N.R.Palanivel	From Society	Member
7	Mr.P.Ajith	Student	Member
8	Mr.P.Sivanesan	Alumni Student	Member
9	Mr.P.Pradhap	Proprietor,Shines CNC	Member
10	Mr Gnanavel	Director	Member



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Tel: +91- 4282 231 374, 231 474

### Attendance for the Meeting (2018-2019)

S.NO	NAME	SIGNATURE
1	Dr.S.Senthilkumar	S. Senthil Kumar
2	Dr.R.Vasanthi	R. Vasanthi
3	Mr.R.Paramasivam	R. Paramasivam
4	Mrs.E.Sangeetha	E. Sangeetha
5	Mr.M.Karthikeyan	M. Karthikeyan
	Dr.P.Madhubala	P. Madhubala
	Dr.S.Jayanthi	S. Jayanthi
	Mr.P.Rajeshkumar	P. Rajeshkumar
	Mr.R.Dhanaraj	R. Dhanaraj
	Mrs.S.Chitradevi	S. Chitradevi
	Dr.T.Krishnakumar	T. Krishnakumar
6	Mr.N.R.Palanivel	N.R. Palanivel
7	Mr.P.Ajith	P. Ajith
8	Mr.P.Sivanesan	P. Sivanesan
9	Mr.P.Pradhap	P. Pradhap
10	Mr.Gnanavel	Gnanavel



  
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### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

The minutes of meeting for **Internal Quality Assurance Cell IQAC)** Members

Meeting on 22.06.2018 at 10.00 AM. Proceeds of the Meeting are as follows:

1. Principal, Dr.S.Senthilkumar welcomed the IQAC members and made aware the progress of college & briefed the achievement. IQAC Coordinator, Dr.R.Vasanthi presented the progress on overall college development; key points were discussed:
2. Discussion revolved around identifying the key challenges affecting the quality of education in Sharpened edge and updates the curriculum, integrate technology.
3. A proposal was put forth to conduct a staff development program to enhance the skills of staff members and foster research activities among both staff and students. Members expressed support for this initiative, emphasizing the importance of professional growth.
4. The committee discussed a proposal to sign Memorandums of Understanding (MOUs) with companies to bridge the gap between the industry and the institute. The potential benefits of collaboration, such as industry-relevant curriculum and placement opportunities for students, were recognized.
5. Plans were outlined to seek grants from reputable funding agencies like AICTE and UGC. Members highlighted the significance of securing external funding to support research initiatives, infrastructure development, and overall institutional growth.
6. The committee deliberated on strategies to continuously motivate faculty members through both financial and non-financial support. This included recognizing achievements, providing research incentives, and creating a positive environment to work.
7. The importance of enhancing the digital learning process and incorporating Massive Open Online Courses (MOOCs) into the curriculum was emphasized. The committee discussed potential resources, technology upgrades, and training programs to achieve this objective.


  
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### Internal Quality Assurance Cell (IQAC)

#### **Action Taken Report**

- ✓ A curriculum review committee has been formed, consisting of subject matter experts and educators.
- ✓ A staff development program has been conceptualized, focusing on enhancing the skills of faculty members.
- ✓ Initial discussions have taken place with key industry players to explore collaboration opportunities.
- ✓ A task has been established to research and identify suitable grants offered by AICTE, UGC, and other funding agencies.
- ✓ Recognition programs for faculty achievements have been instituted, acknowledging both teaching and research excellence..
- ✓ Faculty members are encouraged to submit their research findings to reputable journals and conferences.
- ✓ Faculty members are undergoing training programs to enhance their proficiency in utilizing digital
- ✓ Regular progress reviews are scheduled to ensure the timely implementation of the outlined action plans.


  
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### Internal Quality Assurance Cell (IQAC)

Ref:TIET/IQAC/2018-2019/Meeting/02

Date:08.11.2018

### Circular

The Internal Quality Assurance Cell (IQAC) Members Meeting is scheduled on 12.11.18 at 10:00 AM in the college premises. The committee members are requested to attend the meeting to share their fruitful suggestions for the further improvement of our institution.

### **Agenda of the Meeting:**

1. Review of the last meeting and action taken.
2. Result analysis about IA exam
3. Discuss about the Students extra-curricular and co-curricular activities
4. Faculties Improvement
5. Discussion about MOU's
6. Progression of NAAC work
7. To conduct Academic Internal Auditing Work


  
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2	Dr.R.Vasanthi	Professor ,HOD- CSE	IQAC Coordinator
3	Mr.R.Paramasivam	Director	Member
4	Mrs.E.Sangeetha	Associate Professor, ECE	Member
5	Mr.M.Karthikeyan Dr.P.Madhubala Mr.P.Rajeshkumar Dr.S.Jayanthi Mr.R.Dhanaraj Mrs.S.Chitradevi Dr.T.Krishnakumar	Assistant Professor ,HOD- CIVIL Assistant Professor, CSE Assistant Professor ,HOD- ECE Assistant Professor, HOD- EEE Assistant Professor ,HOD- MECH Assistant Professor ,HOD- MBA Professor ,HOD- S&H	Members
6	Mr.N.R.Palanivel	From Society	Member
7	Mr.P.Ajith	Student	Member
8	Mr.P.Sivanesan	Alumni Student	Member
9	Mr.P.Pradhap	Proprietor, Shines CNC	Member
10	Mr.Gnanavel	Director	Member



  
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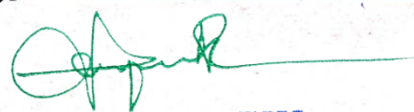
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### Attendance for the Meeting (2018-2019)

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1	Dr.S.Senthilkumar	S. Senthil Kumar
2	Dr.R.Vasanthi	Dr. R. Vasanthi
3	Mr.R.Paramasivam	R. Paramasivam
4	Mrs.E.Sangeetha	E. Sangeetha
5	Mr.M.Karthikeyan	M. Karthikeyan
	Dr.P.Madhubala	P. Madhubala
	Dr.S.Jayanthi	S. Jayanthi
	Mr.P.Rajeshkumar	P. Rajeshkumar
	Mr.R.Dhanaraj	R. Dhanaraj
	Mrs.S.Chitradevi	S. Chitradevi
	Dr.T.Krishnakumar	T. Krishnakumar
6	Mr.N.R.Palanivel	N.R. Palanivel
7	Mr.P.Ajith	P. Ajith
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### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

The minutes of meeting for **Internal Quality Assurance Cell (IQAC)** Members Meeting on 12.11.2018 at 10.00 AM. Proceeds of the Meeting are as follows:

1. Principal, Dr.S.Senthilkumar welcomed the IQAC members and made aware the progress of college & briefed the achievement. IQAC Coordinator, Dr.R.Vasanthi presented the progress on overall college development key points were discussed:
2. Planned to conduct the remedial classes for slow learners. It was unanimously agreed upon to initiate remedial classes for slow learners to provide additional support and enhance their learning experience. The classes will be tailored to address individual learning needs and facilitate better comprehension.
3. Encourage the students to attend seminar and workshop and symposium conducted in various Colleges. Our college students encouraged to do some research projects.
4. All faculties encouraged attending conferences and FDP in other colleges also advised to conduct Sponsored FDP's and workshops.
5. The importance of enhancing the digital learning process and incorporating Massive Open Online Courses (MOOCs) into the curriculum were emphasized. The group discussed potential resources, technology upgrades
6. Plan to conduct the Certification courses and software courses for the students.
7. A plan regarding internal audit where discussed in IQAC meeting to conduct internal audit The course plan was confirmed, and any required adjustments were made. The availability of all required materials was confirmed, and any updates were noted.


  
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### Internal Quality Assurance Cell (IQAC)

#### ACTION TAKEN REPORT

- ✓ Updated the action taken report with progress made on previous meeting's tasks. Assigned pending tasks to responsible individuals with specific deadlines.
- ✓ The results of the Internal Assessment IA exam were thoroughly analyzed by the examination committee
- ✓ Plans are underway to diversify activities, ensuring a well-rounded student experience.
- ✓ Individual faculty performance evaluations have been conducted, considering teaching effectiveness, research, and professional development.
- ✓ New proposals for collaborations with industry and academic institutions were discussed.
- ✓ A timeline for addressing specific accreditation criteria has been established, with regular updates to the NAAC coordination team.
- ✓ Auditing was conducted to various departments and report submitted to principal.


  
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### Internal Quality Assurance Cell (IQAC)

Ref:TIET/IQAC/2018-2019/Meeting/03

Date: 04.12.2018

### Circular

**The Internal Quality Assurance Cell (IQAC)** Members Meeting is scheduled on 06.12.2018 at 10.00AM in the college premises. The committee members are requested to attend the meeting to share their fruitful suggestions for the further improvement of our institution.

Agenda of the Meeting:

1. Review of the last meeting and action taken.
2. Discuss about the coaching class
3. Students' internship
4. Planning of academic activities about all departments.
5. Certification courses and software courses for the students.
6. Effective teaching and learning process work
7. Discuss about the MOU's


  
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4	Mrs.E.Sangeetha	Associate Professor,ECE	Member
5	Mr.M.Karthikeyan Dr.P.Madhubala Mr.P.Rajeshkumar Dr.S.Jayanthi Mr.R.Dhanaraj Mrs.S.Chitradevi Dr.T.Krishnakumar	Assistant Professor ,HOD- CIVIL Assistant Professor, CSE Assistant Professor ,HOD- ECE Assistant Professor,HOD- EEE Assistant Professor ,HOD- MECH Assistant Professor ,HOD- MBA Professor ,HOD- S&H	Members
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2	Dr.R.Vasanthi	Vasanthi
3	Mr.R.Paramasivam	R. Paramasivam
4	Mrs.E.Sangeetha	E. Sangeetha
5	Mr.M.Karthikeyan	M. Karthikeyan
	Dr.P.Madhubala	P. Madhubala
	Dr.S.Jayanthi	S. Jayanthi
	Mr.P.Rajeshkumar	P. Rajeshkumar
	Mr.R.Dhanaraj	R. Dhanaraj
	Mrs.S.Chitradevi	S. Chitradevi
	Dr.T.Krishnakumar	T.K.
6	Mr.N.R.Palanivel	N.R. Palanivel
7	Mr.P.Ajith	P. Ajith
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### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

The minutes of meeting for **Internal Quality Assurance Cell (IQAC) Members Meeting** on 06.12.2018 at 10.00AM.

Proceeds of the Meeting are as follows:

1. Principal, Dr.S.Senthilkumar welcomed the IQAC members and made aware the progress of college & briefed the achievement. IQAC Coordinator, Dr.R.Vasanthi presented the progress on overall college development; key points discussed were
2. The committee discussed the implementation and effectiveness of coaching classes for students. Feedback from previous coaching sessions was reviewed to identify areas of improvement.
3. Efforts to facilitate students' internships, including industry connections and application processes, were discussed.
4. Each department presented proposed academic activities for the upcoming period. Seminars, workshops, conferences, and other events were scheduled and coordinated among departments.
5. The committee discussed the importance of offering certification and software courses to students.
6. Methods to enhance the teaching and learning process were discussed Innovative teaching methodologies, technology integration, and student engagement strategies were reviewed.
7. Opportunities for establishing new MOUs to benefit students and the institution were discussed.


  
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### Internal Quality Assurance Cell (IQAC)

#### ACTION TAKEN REPORT

- ✓ Updated the action taken report with progress made on previous meeting's tasks. Assigned pending tasks to responsible individuals with specific deadlines.
- ✓ Scheduled a meeting with instructors to gather feedback and identify areas for improvement.
- ✓ Established communication channels with industry partners to facilitate student placements.
- ✓ Developed a shared calendar for departmental events, seminars, and workshops.
- ✓ Identified relevant certification programs and software courses aligned with student career paths.
- ✓ Conducted a faculty development workshop focused on effective teaching methodologies.
- ✓ Initiated discussions with potential partners for new MOUs to enhance student opportunities.


  
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### Internal Quality Assurance Cell (IQAC)

Ref: TIET/IQAC/2018-2019/Meeting/04

Date: 09.04.2019

### Circular

The Internal Quality Assurance Cell (IQAC) Members Meeting is scheduled on 12.04.19 at 10:00 AM in the college premises. The committee members are requested to attend the meeting to share their fruitful suggestions for the further improvement of our institution.

#### **Agenda of the Meeting:**

1. Review of the last meeting and action taken report.
2. Students' internship
3. Planning of academic activities about all departments.
4. Effective teaching and learning process work for upcoming semester.
5. Discuss about the lab requirements.
6. Plan to conduct internal auditing work.
7. To conduct skill development to the Non-teaching faculties
8. To discuss the Guest lecture from Industrial persons.


  
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Thalaivasal (Tk.), Salem (Dt.)





# TAGORE

## INSTITUTE OF ENGINEERING AND TECHNOLOGY

DEVIYAKURICHI – 636 112, SALEM DISTRICT.

(Approved by AICTE, New Delhi and Affiliated to Anna University Chennai)

website: [www.tagoreiet.ac.in](http://www.tagoreiet.ac.in)

Email : [principaltiet@tagoreiet.ac.in](mailto:principaltiet@tagoreiet.ac.in)

Tel: +91- 4282 231 374, 231 474

### Internal Quality Assurance Cell (IQAC)

#### IQAC Member List (2018-2019)

S.NO	NAME	DESIGNATION	POSITION
1	Dr.S.Senthilkumar	Head of the Institution	Chairman
2	Dr.R.Vasanthi	Professor ,HOD-CSE	IQAC Coordinator
3	Mr.R.Paramasivam	Director	Member
4	Mrs.E.Sangeetha	Associate Professor, ECE	Member
5	Mr.M.Karthikeyan Dr.P.Madhubala Mr.P.Rajeshkumar Dr.S.Jayanthi Mr.R.Dhanaraj Mrs.S.Chitradevi Dr.T.Krishnakumar	Assistant Professor ,HOD- CIVIL Assistant Professor, CSE Assistant Professor ,HOD- ECE Assistant Professor, HOD- EEE Assistant Professor ,HOD- MECH Assistant Professor ,HOD- MBA Professor ,HOD- S&H	Members
6	Mr.N.R.Palanivel	From Society	Member
7	Mr.P.Ajith	Student	Member
8	Mr.P.Sivanesan	Alumni Student	Member
9	Mr.P.Pradhap	Proprietor, Shines CNC	Member
10	Mr.Gnanavel	Director	Member



Dr. S. JAYANTHI, M.E., Ph.D.,  
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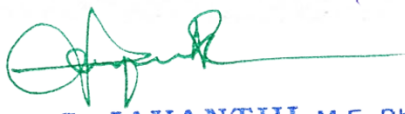
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### Attendance for the Meeting (2018-2019)

S.NO	NAME	SIGNATURE
1	Dr.S.Senthilkumar	S. Senthil Kumar
2	Dr.R.Vasanthi	R. Vasanthi
3	Mr.R.Paramasivam	R. Paramasivam
4	Mrs.E.Sangeetha	E. Sangeetha
5	Mr.M.Karthikeyan	M. Karthikeyan
	Dr.P.Madhubala	P. Madhubala
	Dr.S.Jayanthi	S. Jayanthi
	Mr.P.Rajeshkumar	P. Rajeshkumar
	Mr.R.Dhanaraj	R. Dhanaraj
	Mrs.S.Chitradevi	S. Chitradevi
	Dr.T.Krishnakumar	T. Krishnakumar
6	Mr.N.R.Palanivel	N.R. Palanivel
7	Mr.P.Ajith	P. Ajith
8	Mr.P.Sivanesan	P. Sivanesan
9	Mr.P.Pradhap	P. Pradhap
10	Mr.Gnanavel	Gnanavel



  
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### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

The minutes of meeting for **Internal Quality Assurance Cell (IQAC)** Members Meeting on 12.04.2019 at 10.00AM.

Proceeds of the Meeting are as follows:

1. Principal, Dr.S.Senthilkumar welcomed the IQAC members and made aware the progress of college & briefed the achievement. IQAC Coordinator, Dr.R.Vasanthi presented the progress on overall college development; key points were discussed
2. Students' internship Feedback collected from each department and discussed.
3. A comprehensive discussion took place regarding the planning of academic activities for all departments. Each department representative presented their proposed activities for the upcoming semester, including seminars, workshops, and academic events.
4. Strategies for enhancing the teaching and learning process in the upcoming semester were deliberated upon. The committee discussed innovative teaching methods, technology integration, and student engagement techniques.
5. The committee reviewed the requirements for laboratory facilities across departments. It was emphasized that all necessary equipment, materials, and safety protocols must be in place for effective lab sessions.
6. A plan regarding internal audit where discussed in IQAC meeting to conduct internal audit the course plan was confirmed, and any required adjustments were made. The availability of all required materials was confirmed, and any updates were noted.
7. The importance of skill development for non-teaching staff was highlighted. The committee discussed potential training programs and workshops to enhance the skills and capabilities of non-teaching personnel.
8. The committee explored the possibility of organizing guest lectures by industrial experts. It was agreed to identify potential speakers and topics relevant to the curriculum.

  
IQAC


  
PRINCIPAL

Copy to:

The Management for kind information.

The Members of Internal Quality Assurance Cell (IQAC).



  
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### Internal Quality Assurance Cell (IQAC)

#### ACTION TAKEN REPORT

- ✓ The action items from the last meeting were discussed, Updated the action taken report with progress made on previous meeting's tasks. Assigned pending tasks to responsible individuals with specific deadlines.
- ✓ The committee discussed the status of students' internships. It was noted that provide details about the current status, any ongoing placements, or upcoming opportunities.
- ✓ Each department presented their proposed activities for the upcoming semester, including seminars, workshops, and academic events.
- ✓ The committee discussed innovative teaching methods, technology integration, and student engagement techniques
- ✓ It was emphasized that all necessary equipment, materials, and safety protocols must be in place for effective lab sessions.
- ✓ The committee agreed to establish a timeline and allocate responsibilities for conducting internal audits to ensure compliance and efficiency.
- ✓ The committee discussed potential training programs and workshops to enhance the skills and capabilities of non-teaching personnel.
- ✓ The committee explored the possibility of organizing guest lectures by industrial experts. It was agreed to identify potential speakers and topics relevant to the curriculum.


  
IQAC

  
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Copy to:

1. The Management for kind information.
2. The Members of Internal Quality Assurance Cell (IQAC).



  
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