



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

03-12-2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

SMCET/IQAC/CIR/2021-2022/2

The second Internal Quality Assurance Cell (IQAC) meeting for the academic year 2021-2022, even semester will be convened on 10-12-2021 at 10.30 a.m. in the SMCET Board room. All the IQAC members are hereby invited to attend the meeting without fail.

AGENDA

1. Welcome address
2. Review of previous minutes of meeting
3. Review of Academic calendar for 2021-2022 even semester
4. NAAC Accreditation Process
5. Project work for final years
6. MoUs
7. Faculty and Student participation in Symposium and Conference
8. Training and Placement cell
9. Research and department activities
10. Staff Journals and patent publications
11. Class Committee meeting and student's achievements
12. Vote of Thanks


IQAC Coordinator

IQAC - COORDINATOR
ST. MICHAEL COLLEGE OF ENGG. & TECH.

Copy to
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivagangai District, Tamil Nadu.

- The chairperson for kind information
- HODs are to be circulated to all faculty members
 - All IQAC Committee members
 - File




Chairperson

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551.
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michaeli
Founder

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING OF IQAC

SMCET/IQAC/MOM/2021-2022/2

The Second Internal Quality Assurance Cell(IQAC) meeting for the academic year 2021-2022, even semester was held on convened on 10-12-2021 at 10.30 a.m. in the SMCET Board room with the following agenda items being discussed.

AGENDA

1. Welcome address
2. Review of previous minutes of meeting
3. Review of Academic calendar for 2021-2022 even semester
4. NAAC Accreditation Process
5. Project work for final years
6. McUs
7. Faculty and Student participation in Symposium and Conference
8. Training and Placement cell
9. Research and department activities
10. Staff Journals and patent publications
11. Class Committee meeting and student's achievements
12. Vote of Thanks

Copy to:

- The chairperson for kind information
- HODs are to be circulated to all faculty members
- All IQAC Committee members
- File




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

IQAC MINUTES OF MEETING

POINTS DISCUSSED

- The chairperson gave a warm greeting to everyone present, went through the institution's academic calendar for the fall of 2021-2022, and offered suggestions on how to include skill-based technical programmes in each department's calendar.
- Senior faculty members urged that HODs get their employees and students involved in attending national and international conferences.
- The Principal reviewed the Academic council meeting held in the odd semester.
- The Principal demanded that all HODs show a serious interest in the NAAC procedure and the accompanying work on criteria. Additionally, it is encouraged that they focus more to finish the NAAC programme files.
- The IQAC Coordinator proposed that the Training and Placement cell increase the amount of on-campus hiring drives by inviting more reputable businesses.
- The Committee requested that class committee meetings be held on a regular basis so that students may provide comments for future development.
- The Committee gave the HODs instructions to urge the students in their departments to finish their project work on time.
- In order to improve students' capacity for learning, the Committee urged that the Faculty adopt cutting-edge teaching techniques while delivering courses.
- Alumni recommended that the training and placement department run a placement awareness session for all the departments.
- The Committee required that the HODs ensure that the laboratory equipment is adequate and that the teaching staff's course files are comprehensive.
- The subject matter expert offered their help for the R&D-related efforts.




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

- The Principal gave all the HODs advice to require their academic members to write high impact publications in reputable, SCOPUS-indexed journals and to seek for funding to secure projects with DST, AICTE, CSIR, etc.
- The committee members gave orders to all of the faculties to keep all records in order for IQAC to perform an academic and administrative audit.

IQAC COORDINATOR

IQAC - COORDINATOR
ST MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivagangai District, Tamil Nadu.



CHAIRPERSON

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



PRINCIPAL

ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL COLLEGE OF ENGG. & TECH.,

St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

Meeting No: 2

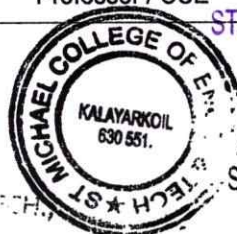
Date & Time: 10-12-2021 at 10.30 a.m

IQAC MEMBERS (2021 – 2022)

Sl. No.	Name of the IQAC Member	Designation	Representation from	Signature
Chairperson				
1.	Dr. S. KARPAGAM	Principal	Head of the Institution / Chairperson	
Members				
2.	Dr. S. BRIDGET NIRMALA	C.E.O.	Management	
3.	Dr. S.RAJANARAYANAN	Professor / BIOTECH	Teachers	
4.	Dr. M. B. GEETHA	Professor / CHEMICAL	Teachers	
5.	Dr. K.MATHAN KUMAR	Professor / PHYSICS	Teachers	
6.	Dr. .A.ARPUTHAPRAGASAM	Professor / ENGLISH	Teachers	
7.	Dr. S.KARTHIK BABU	Professor / MBA	Teachers	
8.	Mrs. A.THAMARAI MUTHUMANI	Associate Professor / CSE	Teachers	
9.	Mr. E.RAJASEKARAN	Assistant Professor / EEE	Teachers	
10.	Mr C.RAJESH	Assistant Professor / MECH	Teachers	
11.	Mr K.SURESH	Assistant Professor cum A.O	Administrative Officer	
12.	Mrs. JACULINE ALEXANDER	Social Welfare	Local Society/Trust	
13.	Mr. LAKSHMANAN	CSE student Batch (2019 – 2023)	Student	
14.	Mrs. L. DEVI	Asst. Prof./ CSE	Alumni	
15.	Ms. SARAL	Managing Director, Senthil Auto Consulting Kalayarkoil	Employer	
16.	Mr. A.K.B.NAWAS BABU	Managing Director, S.A. Knit Wears Pvt. Ltd.,	Industrialists	
17.	Mrs. K.KAVITHA	Mother of K. Vaembarasi, Biotech, Batch:2018-2022	Stakeholders	
Coordinator				
18.	Mr. K.PETCHIAPPAN	Professor / CSE	Coordinator	

IQAC COORDINATOR

• IQAC - COORDINATOR
ST. MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivagangai District, Tamil Nadu.



PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivagangai District, Tamil Nadu





St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 10-12-2021.

PLAN OF ACTION	ACTION TAKEN
The Chairperson talked on how to make the NAAC accreditation process operate better.	The principal pushed and inspired the faculty to complete their work on the accreditation procedure.
The Committee requested that the HODs urge the students in their departments to submit their project work on time.	According to the academic calendar, all students in their senior year finished their projects.
It was urged for the Committee to hold class committee meetings and solicit student input.	Meetings of the class committee were held, and evaluations of student comments were gathered.
To attract more reputable organisations for On-Campus placement drives, the Principal insisted on the creation of a Training and Placement cell.	Students were placed in reputed companies.
MoU Signed	14 MoUs were signed with reputed companies.
Senior faculty members recommended that HODs encourage staff and students to attend national and international conferences.	Faculty were urged to present more papers at future conferences and to attend the meeting. At several colleges, students took part in symposiums and paper presentations.
The Journal publication for staff was considered by the Committee members.	The staff members published more journals.
Faculty Development Programs	5 FDPs were conducted in various departments.
Members of the committee were given instructions on how to perform the routine academic and administrative audit.	The routine Academic and Administrative Audit was completed and the Principal was consulted.

IQAC COORDINATOR

IQAC - COORDINATOR
ST. MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivagangai District, Tamilnadu.



CHAIRPERSON

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivaganga District, Tamil Nadu





St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michaeli
Founder

02-06-2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

SMCET/IQAC/CIR/2021-2022/1

The first Internal Quality Assurance Cell(IQAC) meeting for the academic year 2021-2022, odd semester will be convened on 10-06-2021 at 10.30 a.m. in the SMCET Board room. All the IQAC members are hereby invited to attend the meeting without fail.

AGENDA

1. Welcome address
2. Academic calendar for 2021-2022 odd semester
3. NAAC Accreditation Process
4. Anna University Regulation 2021
5. Innovation in Teaching and Learning methods
6. Internal Assessment test and question paper setting
7. Faculty activities and achievements
8. Value added courses
9. Placement and Training
10. First year Motivational Programme
11. Research and Development Activities
12. Internships
13. Class Committee meeting and Students achievements
14. Club activities & MoUs
15. Vote of Thanks

[Signature]
IQAC Coordinator

IQAC - COORDINATOR

ST. MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551

Copy to:

- The chairperson for kind information
- HODs are to be circulated to all faculty members
- All IQAC Committee members
- File



[Signature]
Chairperson

PRINCIPAL

ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



[Signature]
PRINCIPAL

ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michaeli
Founder

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING OF IQAC

SMCET/IQAC/MOM/2021-2022/1

The first Internal Quality Assurance Cell(IQAC) meeting for the academic year 2021-2022, odd semester was held on convinced on 10-06-2021 at 10.30 a.m. in the SMCET Board room with the following agenda items being discussed.


AGENDA

1. Welcome address
2. Academic calendar for 2021-2022 odd semester
3. NAAC Accreditation Process
4. Anna University Regulation 2021
5. Innovation in Teaching and Learning methods
6. Internal Assessment test and question paper setting
7. Faculty activities and achievements
8. Value added courses
9. Placement and Training
10. First year Motivational Programme
11. Research and Development Activities
12. Internships
13. Class Committee meeting and Students achievements
14. Club activities & MoUs
15. Vote of Thanks

Copy to:

- The chairperson for kind information
- HODs are to be circulated to all faculty members
- All IQAC Committee members
- File




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

IQAC MINUTES OF MEETING

POINTS DISCUSSED

- The Chairperson gave a brief introduction to each member of the IQAC for the academic year 2021–2022, and she outlined the main duties of the IQAC, which include initiating, planning, and supervising different actions required to raise the standard of instruction provided at institutions and colleges.
- The Committee discussed the necessity of an IQAC in the institute and demanded that all HODs put the meeting's remarks into practise.
- The Principal offered instructions on how to include the skill-based technical programmes and addressed the academic calendar for the institution for the odd-numbered semester of 2021–2022.
- The HODs of several departments requested to begin and work towards the NAAC Accreditation process.
- The Principal mandated that, with a new curriculum and syllabus for the academic year 2021–2022, all HODs concentrate on the Regulation–2021 (Choice based Credits System–CBCS).
- The Committee suggested holding frequent meetings of the class committee so that the students could provide input and make improvements.
- The Committee has asked the faculty to introduce cutting-edge teaching techniques throughout the delivery of their courses in order to improve the students' capacity for learning.
- The Committee has advised the faculty to focus more on the value-added courses offered by their departments.
- The Principal insisted that every HOD concentrate on MOUs with businesses and other institutions.
- The Principal asked all HODs to plan club activities.
- The Committee gave the HOD instructions to verify that the teaching staff's course files were finished and to make sure the laboratory equipment was adequate for conducting experiments.
- The Committee members spoke about the first-year motivating program's timetable.




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

(Approved by A.C.T.E. New Delhi & Affiliated to Anna University, Chennai.)

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michael
Founder

- The experts from the industry offered their assistance for the R&D-related initiatives.
- The members of the committee advised setting up mentorship sessions for every type of student.
- The IQAC Coordinator requested that the Training and Placement cell increase the amount of on-campus hiring drives by inviting more reputable businesses.
- The Committee has insisted on arranging a Staff Orientation Program.
- According to the IQAC Coordinator, the internal test should follow the academic timetable.
- The members of the committee recommended classifying the students as quick and slow learners depending on how they performed in the test. The department would then need to set up coaching workshops for the fast learners and motivating classes for the slow learners.


IQAC COORDINATOR


IQAC - COORDINATOR
ST. MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivagangai D.strict, Tamilnadu.




CHAIRPERSON

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu




PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu



St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in



Ln. Dr. V. Michaeli
Founder

Meeting No:1

Date & Time: 10-06-2021 at 10.30 a.m

IQAC MEMBERS (2021 – 2022)

Sl. No.	Name of the IQAC Member	Designation	Representation from	Signature
Chairperson				
1.	Dr. S. KARPAGAM	Principal	Head of the Institution / Chairperson	
Members				
2.	Dr. S. BRIDGET NIRMALA	C.E.O.	Management	
3.	Dr. S.RAJANARAYANAN	Professor / BIOTECH	Teachers	
4.	Dr. M. B. GEETHA	Professor / CHEMICAL	Teachers	
5.	Dr. K.MATHAN KUMAR	Professor / PHYSICS	Teachers	
6.	Dr. .A.ARPUTHAPRAGASAM	Professor / ENGLISH	Teachers	
7.	Dr. S.KARTHIK BABU	Professor / MBA	Teachers	
8.	Mrs. A.THAMARAI MUTHUMANI	Associate Professor / CSE	Teachers	
9.	Mr. E.RAJASEKARAN	Assistant Professor / EEE	Teachers	
10.	Mr. C.RAJESH	Assistant Professor / MECH	Teachers	
11.	Mr K.SURESH	Assistant Professor cum A.O	Administrative Officer	
12.	Mrs. JACULINE ALEXANDER	Social Welfare	Local Society/Trust	
13.	Mr. LAKSHMANAN	CSE student Batch (2019 – 2023)	Student	
14.	Mrs. L. DEVI	Asst. Prof./ CSE	Alumni	
15.	Ms. SARAL	Managing Director, Senthil Auto Consulting Kalayarkoil	Employer	
16.	Mr. A.K.B.NAWAS BABU	Managing Director, S.A. Knit Wears Pvt. Ltd.,	Industrialists	
17.	Mrs. K.KAVITHA	Mother of K. Vaembarasi, Biotech, Batch:2018-2022	Stakeholders	
Coordinator				
18.	Mr. K.PETCHIAPPAN	Professor / CSE	PRINCIPAL Coordinator ST. MICHAEL COLLEGE OF ENGG & TECH St. Santhiyakaper Nagar, Kalayarkoil - 630551, Sivaganga District, Tamil Nadu	

IQAC COORDINATOR

IQAC - COORDINATOR

ST. MICHAEL COLLEGE OF ENGG. & TECH.,
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivaganga District, Tamil Nadu.



CHAIRPERSON

PRINCIPAL

ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivaganga District, Tamil Nadu





St. MICHAEL

COLLEGE OF ENGG. & TECH.,

(An ISO 9001:2015 Certified Institution)

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

Kalayarkoil - 630 551, Sivagangai Dist., Ph. : 04575-232010

Email : info@smcet.edu.in

web : www.smcet.edu.in




Ln. Dr. V. Michaeli
Founder

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 10-06-2021.

PLAN OF ACTION	ACTION TAKEN
The Principal mandated that, with a new curriculum and syllabus for the academic year 2021-2022, all HODs concentrate on the Regulation-2021 (Choice Based Credit System-CBCS).	The new Regulation-2021 was introduced by all department HODs, and the first-year HOD led a bridging course for all first-semester students.
The Principal discussed the action plan for the academic year 2021-2022.	All the departments have been prepared and submitted the following. 1. Academic schedule 2. Course materials 3. Lesson Plan 4. Placement Schedule
The members of the committee insisted on holding the regularly scheduled class committee meeting for each department.	The Principal received and discussed the input from the usual class committee meeting that was held in each department.
The members of the committee advised that the faculty provide value-added courses for all the departments.	Value-added courses are being offered by all departments during the odd semester. For students in their second, third, and fourth UG and first and second PG years, value-added courses have been designed. Each department has scheduled a minimum of 32 hours for a course, including a 2-hour exam schedule, in their weekly regular timetable.
The Committee recommended that the HODs encourage the faculty members in their departments to take part in different faculty development initiatives.	Most of the staff from various departments have attended FDP at various colleges.


IQAC COORDINATOR

• IQAC - COORDINATOR
ST. MICHAEL COLLEGE OF ENGG. & TECH.
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivagangai District, Tamil Nadu.




CHAIRPERSON

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551
Sivaganga District, Tamil Nadu

PRINCIPAL
ST. MICHAEL COLLEGE OF ENGG & TECH
St. Santhiyakaper Nagar,
Kalayarkoil - 630551,
Sivaganga District, Tamil Nadu

