



# **DHANALAKSHMI SRINIVASAN COLLEGE OF ENGINEERING AND TECHNOLOGY**

**Approved by AICTE and Affiliated to Anna University  
Accredited with 'A' grade by NAAC  
MAMALLAPURAM, CHENNAI – 603104**

---

Date: 09.06.2018

**DSCET/IQAC/2018-19/MoM1**

**MINUTES OF 1<sup>ST</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL  
WITH EXPERTS HELD ON 04.06.2018 AT 10.30 AM IN THE BOARD ROOM, DSCET**

## **Members Present:**

1. Mr.P.Neelaraj, Secretary
2. Dr.V.Sekar, Principal
3. Dr.S.Nanadakumar, CAO
4. Prof. Yoganand, AGM-Finance
5. Dr. Pon Arivanantham, IQAC Coordinator
6. Dr. Srinivasan, Prof/EEE
7. Prof. Muthuselvi, ASP/MECH
8. Prof. Anandan, ASP/ECE
9. Dr.Gayathri, Prof/S&H
10. Dr. Ranjithkumar, Prof/CSE
11. Prof. Rajagurunathan, ASP/AERO
12. Dr. Amudha, Prof/MBA
13. Prof. Dilipkumar, ASP/MCA
14. S.Veeralakshmi, IV ECE
15. Ashith V.L, CSE
16. Mr.Haridayal Babu
17. Mr.Chandrasekar, Sutherland global

## **Members Absent:**

1. Mr.Kesavan
2. Mr.K.Dhamodaran

**Agenda:**

- Performance of various committees and cells
- Academic Calendar
- Past Academic audit reports
- Admission and Placement Strategies and Plan
- Stakeholder suggestions
- General discussions

**Performance of various committees and cells:**

Performances of different committees and cells are viewed for making improvements in the standards of various academic activities.

All the departments submitted their objectives and goals for the coming academic session along with proposals for the events they wish to conduct.

**Academic Calendar**

As per Anna University the dates for the commencement of examinations like semester, slip test, retest and project slots are all scheduled and regular inspections will be made on the schedules.

Class committee meetings dates for all the semesters are prepared and scheduled.

The workshop and seminar planned for different departments are also scheduled.

**Past Academic audit reports**

Academic audit plan along with the action taken reports of the last semester is discussed in detail.

Areas of improvement are identified in various departments.

Suggestions are provided to inculcate quality in the course delivery and course outcome attainment.

**Admission and Placement Strategies and Plan**

Planned to conduct career guidance sessions for the final year students with the help of industrial HR's which helps in improving the campus recruitment relationship with the industries and companies.

Decisions made to conduct workshop about the prospect of engineering as their career for higher secondary school students.

**Stakeholder suggestions**

The feedback and suggestions are collected from the stakeholders are discussed with the concerned departments and authorities.

**General discussions**

The team discussed about the improvement of existing welfare measures.

The general discussions floated about e-library resources and its easy accessibility and availability



# **DHANALAKSHMI SRINIVASAN COLLEGE OF ENGINEERING AND TECHNOLOGY**

Approved by AICTE and Affiliated to Anna University

Accredited with 'A' grade by NAAC

MAMALLAPURAM, CHENNAI – 603104

Date: 11.09.2018

**DSCET/IQAC/2018-19/MoM2**

## **MINUTES OF 2<sup>ND</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL WITH EXPERTS HELD ON 10.09.2018 AT 10.30 AM IN THE BOARD ROOM, DSCET**

### **Members Present:**

1. Mr.P.Neelaraj, Secretary
2. Dr.V.Sekar, Principal
3. Dr.S.Nanadakumar, CAO
4. Prof. Yoganand, AGM-Finance
5. Dr. Pon Arivanantham, IQAC Coordinator
6. Dr. Srinivasan, Prof/EEE
7. Prof. Muthuselvi, ASP/MECH
8. Prof. Anandan, ASP/ECE
9. Dr.Gayathri, Prof/S&H
10. Dr. Ranjithkumar, Prof/CSE
11. Prof. Rajagurunathan, ASP/AERO
12. Dr. Amudha, Prof/MBA
13. Prof. Dilipkumar, ASP/MCA
14. S.Veeralakshmi, IV ECE
15. Ashith V.L, CSE
16. Mr.Haridayal Babu
17. Mr.K.Dhamodaran

### **Members Absent:**

1. Mr.Kesavan
2. Mr.Chandrasekar, Sutherland global

### **Agenda:**

- **Result analysis**

- **Feedback analysis**
- **Research and placement activities**
- **Suggestion for TLP improvement**
- **General discussions**

### **Result analysis**

- All department results are analyzed based on subject wise and the departments which have given lesser percentage are advised to take necessary actions for the proceeding semesters.

### **Feedback analysis**

- Comparison of academic year results with the last academic year and discussed the necessary steps to be taken for improvement.
- Reviewed the report on previous year students placements and internships
- Decisions taken by the chair about the conducting of IQAC meetings for all departments on 0-09.12.2019

### **Research and placement activities**

- Research committee was formed to organize research related activities in the college which should benefit both students and faculties.
- All departments are encouraged for hosting international, national conferences.
- Suggestions are made to arrange a speaker's corner for encouraging faculty members and students to involve in research activities.
- The team decided to conduct workshops on every semester.

### **Suggestion for TLP improvement**

- The teachers are required to take up some innovative methods for teaching and plans for implementing those has to be submitted by each one of them in their respective departments.
- The team suggested organizing a seminar on new teaching techniques like flipped classroom, free online learning tools, gamification.
- Suggestions given for the focus on future plans for better communication and administration designing system.

## **General discussions**

- Some general suggestions floated by the team for the even semester is that most of the co-curricular activities, departmental festivals and seminars/talks should be wind up before starting of the examinations which enables both student and teachers to concentrate on the exam preparations.



# **DHANALAKSHMI SRINIVASAN COLLEGE OF ENGINEERING AND TECHNOLOGY**

**Approved by AICTE and Affiliated to Anna University  
Accredited with 'A' grade by NAAC  
MAMALLAPURAM, CHENNAI – 603104**

---

Date: 13.12.2019

**DSCET/IQAC/2018-19/MoM3**

**MINUTES OF 3<sup>RD</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL  
WITH EXPERTS HELD ON 12.12.2018 AT 2.30 PM IN THE BOARD ROOM, DSCET**

**Members Present:**

1. Mr.P.Neelaraj, Secretary
2. Dr.V.Sekar, Principal
3. Dr.S.Nanadakumar, CAO
4. Prof. Yoganand, AGM-Finance
5. Dr. Pon Arivanantham, IQAC Coordinator
6. Dr. Srinivasan, Prof/EEE
7. Prof. Muthuselvi, ASP/MECH
8. Prof. Anandan, ASP/ECE
9. Dr.Gayathri, Prof/S&H
10. Dr. Ranjithkumar, Prof/CSE
11. Prof. Rajagurunathan, ASP/AERO
12. Dr. Amudha, Prof/MBA
13. Prof. Dilipkumar, ASP/MCA
14. S.Veeralakshmi, IV ECE
15. Ashith V.L, CSE
16. Mr.Kesavan

**Members Absent:**

1. Mr.Chandrasekar, Sutherland global
2. Mr.K.Dhamodaran
3. Mr.Haridayal Babu

**Agenda:**

- Performance of various committees and cells
- Academic Calendar

- Past Academic audit reports
- Admission and Placement Strategies and Plan
- Stakeholder suggestions
- General discussions

### **Performance of various committees and cells**

- Action plan and the activities undertaken by the committees are reviewed.
- Suggestions for the improvement are proposed for few committees .

### **Academic Calendar**

- Principal suggested that all departments should strictly maintain their work plans for completing syllabus as per the schedule and it should be ensured by the head of the departments.
- Generated the extracurricular and co curricular activities and events calendar dates.

### **Past Academic audit reports**

- Academic audit and action taken reports of the last semester are reviewed.
- Remedial measures are suggested for overcoming the minor NCs in the departments.

### **Admission and Placement Strategies and Plan**

- Plan has been made to organize a institute visit for higher secondary school student.
- The team planned to devote extra hours for placement training.

### **Stakeholder suggestions**

- Feedback obtained from the parents, alumni and employers are analyzed.
- Scope for improvement is identified through SWOT analysis.

### **General discussions**

- The members recommended the student welfare committee for periodical report about student welfare activities like NCC, NSS, tutorial system, college magazines, basic amenities.





# **DHANALAKSHMI SRINIVASAN COLLEGE OF ENGINEERING AND TECHNOLOGY**

**Approved by AICTE and Affiliated to Anna University  
Accredited with 'A' grade by NAAC  
MAMALLAPURAM, CHENNAI – 603104**

---

Date: 12.03.2019

**DSCET/IQAC/2018-19/MoM4**

**MINUTES OF 4<sup>TH</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL  
WITH EXPERTS HELD ON 11.03.2019 AT 10.30 AM IN THE BOARD ROOM, DSCET**

## **Members Present:**

1. Mr.P.Neelaraj, Secretary
2. Dr.V.Sekar, Principal
3. Dr.S.Nanadakumar, CAO
4. Prof. Yoganand, AGM-Finance
5. Dr. Pon Arivanantham, IQAC Coordinator
6. Dr. Srinivasan, Prof/EEE
7. Prof. Muthuselvi, ASP/MECH
8. Prof. Anandan, ASP/ECE
9. Dr.Gayathri, Prof/S&H
10. Dr. Ranjithkumar, Prof/CSE
11. Prof. Rajagurunathan, ASP/AERO
12. Dr. Amudha, Prof/MBA
13. S.Veeralakshmi, IV ECE
14. Mr.Haridayal Babu
15. Mr.Kesavan

## **Members Absent:**

1. Mr.K.Dhamodaran
2. Ashith V.L, CSE
3. Mr.Chandrasekar, Sutherland global
4. Prof. Dilipkumar, ASP/MCA

## **Agenda:**

- **Result analysis**

- **Feedback analysis**
- **Research and placement activities**
- **Suggestion for TLP improvement**
- **Other issues**

### **Result analysis**

- The university exam results published for odd semester of 2018-19 is analyzed.
- Reforms in internal mark calculation are suggested to improve the forth coming results.
- Students with one and two arrear to be identified and appropriate counseling or motivation classes to be arranged.

### **Feedback analysis**

- Feedback is collected from the parents during meetings are brought to IQAC for quality improvement analysis.

### **Research and placement activities**

- Suggestions will be given to the faculty members for pursuing their Ph.D part time research.
- Team recommended that all departments should have at least an industrial visit each semester.

### **Suggestion for TLP improvement**

- Learner centric platforms can be made through ICT.
- Suggestions given by the members to conduct seminars by the industrial experts for tough subjects.

### **Other issues discussed**

- Management had insisted to identify the ways and means to enhance the admission process.
- Also requested to inform the details of cut off scholarship and its benefits to the school students interested to join engineering courses.
- Team also revealed the status of PG admission and suggestions are given to improve the situation.