



An Autonomous institution approved by AICTE, New Delhi, Affiliated to Anna university Chennai (Accredited by NAAC with A+ grade & Recognised by UGC under section 2f & 12B)

Mecheri, Salem Dt-636453, Tamilnadu

Ref. No.: TKEC/IQAC/Meeting/2025-26/01

Date: 15.07.2025

CIRCULAR

The Internal Quality Assurance Cell meeting for the academic year 20**25**-2**6** is planned to be held on 17.07.2025 at 11.00 am in Board Room. All IQAC members are requested to participate in this meeting without fail. The agenda for the meeting is as follows.

AGENDA

- Welcome address
- Submission of AQAR-2024-2025 documents

Note:

Criteria heads are requested to bring the final copy of the respective criteria documents for the meeting.

IQAC Coordinator

Principal

Copy to

- 1. The Secretary & Chairman
- 2. IQAC
- 3. All the Criterion Heads
- 4. Extension Activity & Club Coordinators
- 5. Physical Director
- 6. Placement Director
- 7. File





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S. No.	Name of the Member	Designation	Signature
1.	Dr. V. Duraisamy	Head of the Institution	000
2.	Dr. S. Benjamin Lazarus	COE	Show
3.	Dr. A. Sheela	IQAC Coordinator	48 lla
4.	Prof. S. Mohanraj	IQAC Member	9d
5.	Prof. S. Balamurugan	IQAC Member	2. 13 19 15 tilm
6.	Dr. V. Thirumurugan	HoD/EEE	10 Septe
7.	Prof. S. A. Chennakesavan	HoD/MCA	Somo
8.	Dr. S. K. Mohan	HoD/Chemical	Q. W. 11 181814
9.	Prof. M. Balamurugan	HoD/CSE	Main
10.	Dr. S. Duraisivam	HoD/Mech	gring the
11.	Prof. S. Prabhavathi	HoD/CIVIL	Stelalar
12.	Prof. R. Baskaran	HoD/S&H	BLANTON
13.	Dr. M. Raja	HoD/BME	PRIMARY
14.	Prof. J. Vidhya	HoD/Agri	1 Agent
15.	Prof. M. Umapathy	HoD/IT	11. 1000 Copy
16.	Prof. V.Vijayakumari	HoD/AIDS	Kinning
17.	Mr. Y. Nixon	Librarian	
18.	Prof. E. Sathees Kumar	NSS Coordinator	Val S. Ker
19.	Prof. E .Jamuna	Women's Empowerment Cell Coordinator	S/m/5/1/25
20.	Mr. M. Aravind Kumar	Placement Coordinator	M
21.	Mr. A. Rajasekar	Physical Education Director	D-171200







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Minutes of the Meeting

- The IQAC Coordinator welcomed the chairperson and all the members for the 1st IQAC meeting held on 17.07.2025 for the academic Year 2025-2026.
- Individual Criteria heads presented the AQAR documents for the Academic year 2024-2025.
- Files were verified and suitable suggestions were given for upgradation.
- Meeting ended with vote of thanks.

IQAC Coordinator

Principal

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3.	Dr. A. Sheela	IQAC Coordinator	ASCL
4.	Prof. S. Mohanraj	IQAC Member	91
5.	Prof. S. Balamurugan	IQAC Member	2. Part 9/11/11/11
6.	Dr. V. Thirumurugan	HoD/EEE	10 801014
7.	Prof. S. A. Chennakesavan	HoD/MCA	Some
8.	Dr. S. K. Mohan	HoD/Chemical	6. r. 1 1 1 1 1 1 1
9.	Prof. M. Balamurugan	HoD/CSE	Might
10.	Dr. S. Duraisivam	HoD/Mech	Stimpheter
11.	Prof. S. Prabhavathi	HoD/CIVIL	00 F 3 725
12.	Prof. R. Baskaran	HoD/S&H	Bluff of
13.	Dr. M. Raja	HoD/BME	Proper
14.	Prof. J. Vidhya	HoD/Agri	A Alter
15.	Prof. M. Umapathy	HoD/IT	M. Carrella Color
16.	Prof. V.Vijayakumari	HoD/AIDS	Channed of 8
17.	Mr. Y. Nixon	Librarian	8
18.	Prof. E. Sathees Kumar	NSS Coordinator	Moly
19.	Prof. E .Jamuna	Women's Empowerment Cell Coordinator	5/4/11/25
20.	Mr. M. Aravind Kumar	Placement Coordinator	Ale
21.	Mr. A. Rajasekar	Physical Education Director	A 1315





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Ref. No.: TKEC/IQAC/Meeting/2025-26/02

Date: 09.09.2025

CIRCULAR

The Second Internal Quality Assurance Cell meeting for the academic year 2025-26 is planned to be held on 10.09.2025 at 03.00 am in Board Room. All IQAC members are requested to participate in this meeting without fail. The agenda for the meeting is as follows.

AGENDA

- Welcome address
- Discussion on the previous meeting
- Preparation of Academic schedule for the even semester
- Finalising the documents for AQAR submission for the AY 24-25
- Identifying Value Added Courses / Internship
- Present and Future status of MOU's
- Research publications planned
- Grant and FDP's planned
- Scholarships documentation
- Commemorative days celebrations
- Sports activities to be planned
- Placement -Future perspective
- Plan for extension activities

IQAC Coordinator

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3	Dr. A. Sheela	IQAC Coordinator	ABIL
4.	Prof. S. Mohanraj	IQAC Member	9
5.	Prof. S. Balamurugan	IQAC Member	2. Palan
6.	Dr. V. Thirumurugan	HoD/EEE	10 Klahr
7.	Prof. S. A. Chennakesavan	HoD/MCA	Soly of s
8.	Dr. S. K. Mohan	HoD/Chemical	8. W. 19181
9.	Prof. M. Balamurugan	HoD/CSE	Malus
10.	Dr. S. Duraisivam	HoD/Mech	Hemina Har
11.	Prof. S. Prabhavathi	HoD/CIVIL	~59 FIGIN
12.	Prof. R. Baskaran	HoD/S&H	Blution
13.	Dr. M. Raja	HoD/BME	Flords
14.	Prof. J. Vidhya	HoD/Agri	Cartan
15.	Prof. M. Umapathy	HoD/IT	M. Vase Charm
16.	Prof. V.Vijayakumari	HoD/AIDS	V010000011
17.	Mr. Y. Nixon	Librarian	BAN/
18.	Prof. E. Sathees Kumar	NSS Coordinator	Melo Kala
19.	Prof. E .Jamuna	Women's Empowerment Cell Coordinator	Staga 15
20.	Mr. M. Aravind Kumar	Placement Coordinator	And
21.	Mr. A. Rajasekar	Physical Education Director	Malghy





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Minutes of the Meeting

- The IQAC Coordinator welcomed the chairperson and all the members for the 2nd IQAC meeting for the academic Year 2025-2026.
- Minutes of the previous meeting was discussed and confirmed.
- All the members were instructed to prepare academic schedule for the academic year 2025-2026
- All criteria heads were given with time targets to finalize the AQAR documents for the AY 2024-2025
- The Heads of the department shared the details of the value added courses planned. The Heads of the department were asked to send the students to undergo In-plant training / Internship for a minimum duration of 2 weeks.
- The Department Heads were asked to increase signing of MoU with industry and also to have frequent interaction with MoU signed industries
- Research coordinator presented the publications made by the faculty and was asked to encourage the faculty to contribute more on research
- Research coordinator presented the research grants submitted and FDPs organised
- Scholarship details has to be documented properly
- The Preparation of schedule for the extension activities, commemorative days and alumni activities were insisted.
- The Physical director elaborated the planned schedule for the sports events for the academic year 2024-2025
- The Participation of student and Faculty in the NPTEL courses were discussed.
- IQAC recommends faculty to us more ICT tools for effective classroom teaching

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8.	Dr. S. K. Mohan	HoD/Chemical	Q.U. 10 1910
9.	Prof. M. Balamurugan	HoD/CSE	Milar
10.	Dr. S. Duraisivam	HoD/Mech	Threshor Bally
11.	Prof. S. Prabhavathi	HoD/CIVIL	CSF Blalw
12.	Prof. R. Baskaran	HoD/S&H	3/11/20
13.	Dr. M. Raja	HoD/BME	instruction les
14.	Prof. J. Vidhya	HoD/Agri	T Den
15.	Prof. M. Umapathy	HoD/IT	M. LOS OFFINA
16.	Prof. V.Vijayakumari	HoD/AIDS	Paga 00001
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19.	Prof. E .Jamuna	Women's Empowerment Cell Coordinator	Stro19125
20.	Mr. M. Aravind Kumar	Placement Coordinator	Alux
21.	Mr. A. Rajasekar	Physical Education Director	10/9/1/