



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI, | MOB : +91 92445 04444, 92445 02222
COIMBATORE - 641 104 | Web : www.sreesakthi.edu.in
Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

CIRCULAR

Ref.No: SSEC/IQAC/2025-26/01

Date: 12.07.2025

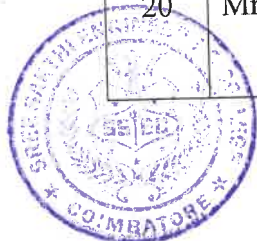
Constitution of Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) of Sree Sakthi Engineering College is hereby constituted for a period of two years with effect from the date of this circular.

The IQAC is constituted with the objective of ensuring continuous improvement in academic, administrative, and institutional performance and to promote quality enhancement initiatives across all activities of the institution.

The composition of the IQAC may be as follows:

S.No	Name	Position	Designation	Department
1	Dr.G.Jayaprakash	Chairperson	Principal	-
2	Dr.S.Karthikeyan	Management Representative	Correspondent	-
3	Dr.N.Prasannan	Administrative Representative	CEO	-
4	Mrs.P.Malarvizhi	Administrative Representative	DEAN	-
5	Dr.S.Gokul Dev	Academic Representative	DEAN – Student Affairs	-
6	Dr.S.Poornima	Director /IQAC	Professor	-
7	Mr.R.Shivashankar	IQAC Coordinator	Assistant Professor	-
8	Ms.K.Gayathree	IQAC Coordinator	Assistant Professor	-
9	Dr.P.Tamilselvi	Faculty- Member	Associate Professor	ECE
10	Mrs.J.Jayasathya	Faculty- Member	Assistant Professor	EEE
11	Mr.G.Manoj	Faculty- Member	Assistant Professor	Civil
12	Dr.Y.AboobuckerParvez	Faculty- Member	Assistant Professor	MECH
13	Mr.S.Kumaravel	Faculty- Member	Assistant Professor	CSE/ DET
14	Mrs.R.Pavithra	Faculty- Member	Assistant Professor	CSE/DCT
15	Dr.S.Ashok	Faculty- Member	Associate Professor	S&H/Physics
16	Mr.A.Maheeshwaran	Non-Teaching Faculty- Member	Lab Technician	MECH
17	Ms.V.Aarthy	Student-Member	-	CSE
18	Mr.N.Akash	Alumni-Member	-	-
19	Mr.B.Anand	NGO-Member	-	-
20	Mr.S.Sathyanarayanan	Industry-Member	Deputy General Manager / Sree Sakthi Equipments	-



Principal
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MEETING CIRCULAR

Ref.No: SSEC/IQAC/ 2025-26/02

Date: 31.07.2025

All members of the **IQAC** are requested to attend the meeting as per the details below:

- **Date:** 04.08.2025
- **Time:** 3.00.p.m
- **Venue:** COE Conference Room

Agenda:

1. Review of previous MoM.
2. Examination of grievances received.
3. Planning welfare and awareness initiatives.
4. Any other matter with permission of the Chair.




IQAC



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Internal Quality Assurance Cell – Minutes of Meeting

- Meeting No.:01
- Date:04.08.2025
- Time:3.00.p.m
- Venue: COE Conference Room

Meeting Points:

1. The Chairperson welcomed the members and highlighted the role of IQAC in strengthening quality initiatives under autonomous status.
2. The committee resolved to implement Outcome-Based Education (OBE) from Regulation 2026 with curriculum enrichment through value-added courses and industry certifications.
3. The members recommended establishing a Research Promotion Cell to enhance research publications, funded projects, consultancy, and patent filing.
4. It was decided to strengthen Industry–Institute Interaction through additional MoUs, internships, and industry-supported laboratories.
5. The committee resolved to implement LMS, ERP, and digital documentation to improve academic and administrative processes.
6. The members recommended enhancing student support through career guidance, competitive exam coaching, innovation activities, and alumni mentoring.
7. It was decided to strengthen quality assurance by developing KPIs and systematic documentation for NBA and NAAC accreditation.
8. The committee recommended conducting regular Faculty Development Programmes (FDPs) and strengthening the stakeholder feedback system.
9. It was resolved to prepare a Five-Year Institutional Development Plan (IDP) to guide the institution's future growth.

The meeting concluded with a vote of thanks to the Chair.


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Members Present:

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2	Dr.S.Karthikeyan	Correspondent	
3	Dr.N.Prasannan	CEO	
4	Mrs.P.Malarvizhi	DEAN	
5	Dr.S.Gokul Dev	DEAN – Student Affairs	
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16	Mr.A.Maheeshwaran	Lab Technician	
17	Ms.V.Aarthy	-	
18	Mr.N.Akash	-	
19	Mr.B.Anand	-	
20	Mr.S/Sathyannarayanan	Deputy General Manager / Sree Sakthi Equipments	

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Internal Quality Assurance Cell – Action Taken Report

- Meeting No.: 01
- Date: 04.08.2025
- Time: 3.00.p.m
- Venue: COE Conference Room

Action Taken:

Sl. No.	Decision Taken	Action Taken
1	Implement Outcome-Based Education (OBE) from Regulation 2026.	Departments were instructed to revise curriculum, CO-PO mapping, and identify value-added courses and industry certification programmes.
2	Establish a Research Promotion Cell.	A proposal for constituting the Research Promotion Cell was prepared, and guidelines for research incentives were initiated.
3	Strengthen Industry–Institute Interaction.	Departments were advised to identify potential industry partners for MoUs, internships, and collaborative laboratory initiatives.
4	Implement LMS, ERP, and digital documentation.	Discussions were initiated with software vendors, and the digitization of academic records was taken up in phases.
5	Enhance student development initiatives.	Career guidance programmes, competitive examination coaching, and innovation activities were planned for the academic year.
6	Strengthen quality assurance and accreditation processes.	Departments were instructed to maintain systematic documentation and identify departmental KPIs for monitoring.
7	Conduct Faculty Development Programmes (FDPs).	A faculty training calendar on OBE, research, and emerging technologies was prepared.
8	Strengthen stakeholder feedback mechanism.	A structured online feedback system for students, alumni, employers, and faculty was developed for implementation.
9	Prepare a Five-Year Institutional Development Plan (IDP).	A committee was constituted to draft the Institutional Development Plan (2025–2030) with inputs from all departments.


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CIRCULAR

Ref.No: SSEC/IQAC/2025-26/03

Date: 02.02.2026

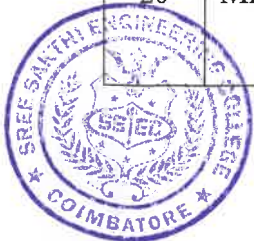
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MEETING CIRCULAR

Ref.No: SSEC/IQAC/ 2025-26/04

Date: 04.02.2026

All members of the **IQAC** are requested to attend the meeting as per the details below:

- **Date:** 06.02.2026
- **Time:** 3.00.p.m
- **Venue:** Board Room

Agenda:

1. Review of previous MoM.
2. Examination of grievances received.
3. Planning welfare and awareness initiatives.
4. Any other matter with permission of the Chair.


4/2/26
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5	Dr.V.S.Thangarasu	DEAN – Academics	
6	Dr.S.Poornima	Professor	
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Internal Quality Assurance Cell – Action Taken Report

- Meeting No.:02
- Date: 06.02.2026
- Time: 3.00.p.m
- Venue: Board Room

Action Taken:

Sl. No.	Decision Taken	Action Taken
1	Review of Action Taken Report (ATR) of the first IQAC meeting.	The progress of all action items was reviewed, and departments were advised to continue implementation as per the planned schedule.
2	Strengthen smart campus and green initiatives.	A Green Campus Committee was entrusted with preparing an action plan for rainwater harvesting, waste management, energy conservation, and green audit activities.
3	Prepare the Five-Year Institutional Development Plan (IDP).	A draft Institutional Development Plan (2025–2030) was prepared with inputs from all departments for further review.
4	Strengthen ERP-based governance and KPI monitoring.	Department-wise KPIs were identified, and ERP modules for academic and administrative reporting were initiated.
5	Improve faculty retention.	Suggestions on faculty welfare, recognition, professional development, and career advancement were collected for implementation.
6	Introduce transport facility between Karamadai and the campus.	A feasibility study was conducted, and transport requirements were assessed for implementation in the next academic semester.
7	Develop faculty parking and improve internal roads.	The Engineering Section prepared a proposal for parking development and road improvement with proper drainage facilities.
8	Establish high-tech laboratories.	A proposal for setting up AI and Cyber Security laboratories with advanced computing facilities was prepared and submitted for management approval.
9	Organize leadership development programmes.	A schedule for orientation and leadership development programmes for Heads of Departments and administrators was prepared.
10	Review implementation of IQAC recommendations.	Departments were instructed to submit periodic progress reports to IQAC for continuous monitoring.


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Internal Quality Assurance Cell – Minutes of Meeting

- Meeting No.:02
- Date: 06.02.2026
- Time: 3.00.p.m
- Venue: Board Room

Minutes of the Meeting

1. The IQAC Coordinator presented the Action Taken Report (ATR) on the resolutions passed in the first IQAC meeting. The members appreciated the progress made and suggested continuous monitoring.
2. The committee discussed the need to strengthen the campus infrastructure through smart campus initiatives, including rainwater harvesting, waste management, green audits, and energy conservation practices.
3. The members recommended preparing a Five-Year Institutional Development Plan (IDP) with measurable milestones for academic, research, infrastructure, and institutional growth.
4. The committee discussed the need for data-driven governance and resolved to strengthen ERP-based reporting and periodic review of institutional Key Performance Indicators (KPIs).
5. The members highlighted the need to improve faculty retention by strengthening professional development opportunities, recognition mechanisms, and employee welfare initiatives.
6. The committee recommended introducing a regular transport facility between Karamadai and the campus for the benefit of students, faculty, and visitors.
7. The members discussed the need for improving campus infrastructure by providing a dedicated parking facility for faculty and constructing proper internal roads with drainage to prevent water stagnation and erosion.
8. The committee recommended establishing high-tech laboratories in Artificial Intelligence, Cyber Security, and other emerging technologies to strengthen practical learning and research activities.
9. The members resolved to organize orientation and leadership development programmes for academic administrators and Heads of Departments to enhance institutional governance.
10. The Chairperson requested all departments and administrative sections to implement the approved recommendations and submit progress reports for review in the next IQAC meeting.

The meeting concluded with a vote of thanks to the Chair.


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