



SRI MUTHUKUMARAN INSTITUTE OF TECHNOLOGY

Chikkarayapuram, Near Mangadu, Chennai 600069.

Academic Year 2026-2027

IQAC Committee

Minutes of Meeting

Date : 29-07-2026

Time : 02.30 P.M`

Venue: Conference Hall

Principal/IQAC Chairperson welcomed the members and following agenda was discussed

AGENDA

1. Improve in quality of education
2. Review of Odd Semester Academic Activities.
3. Review of Autonomous -Academic Regulation 2026.
4. Review of Curriculum & Syllabus-2026
5. Review of Board of Studies meeting.
6. Review of Feedback from stakeholders.
7. Review and Monitoring of ERP.
8. Review of Centre of Excellence Activities.
9. Review of MOU activities.
10. Review of Infrastructure facilities (Equipment's, Consumables, etc.,)
11. Review & Monitoring of College Website
12. Review of committee coordinators reports and their responsibilities.
13. Faculty, Staff and Student participation in Symposium /Workshops/Conferences
14. NPTEL Exam Registration-Faculty members & Students.
15. Review of IIC and R & D-Activities.
16. Review of IEEE, IETE, ISTE and ICTACT membership and related activities
17. Review of Faculty publications -Scopus Index, Web of Science, UGC Care, IEEE Explore Conferences (Journal Publication) &Text Book.
18. Review of student support system (Students to do Mini Projects, Major Projects and Publish papers in Scopus Index, Web of Science & UGC Care).
19. Review and Monitoring of Placement and Career Guidance Activities.
20. Library Access – Mandatory for Students & Faculty Members.
21. Infrastructure Access-Smart Board, R & D Cell.
22. Research & Development
 - a. Submission of Project Proposal in Funding Agency (DST, ISRO, DRDO, BIRAC, TDP, Anna University, ANRP, BD & TD, Rural Innovation Fund, EDII & TNSCST.
 - b. Patent Filing.
23. Review of AICTE ATAL FDP.
24. Any other subject with kind permission of Hon.Chairperson

V. Sub
29/07/2026
Dean/VP/IQAC Coordinator
Copy to All Members

PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
Chikkarayapuram, (Near Mangadu),
Chennai-600 069.



Principal

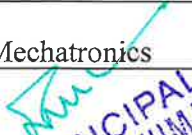
MEMBERS PRESENT

S.NO	NAME OF THE MEMBER	DESIGNATION	SIGNATURE
1.	Dr. K. Somasundaram	Principal	
2.	Dr. V. Anitha	Dean & Vice Principal- IQAC Coordinator	V. Anitha 29/10/2026
3.	Dr. K. P. Gautam Srinivas	Chairman	K-P Gautam Srinivas 18/12/26
4.	Dr. K. P. Arvind Srinivas	Managing Director	Arvind Srinivas 26/08/23
5.	Mr. R. Arumugam	Administrative Officer	
6.	Mr. Wesley John	Managing Director, JTECH	
7.	Mrs. Ramya	Revenue Inspector, Mangadu	Ramya
8.	Ms. F. Pavithra	Employer	F. Pavithra
9.	Mr. Naveen Kumar	Employer	Naveen Kumar
10.	Dr. V. Venkatesh	Controller of Examination	V. Venkatesh
11.	Dr. S. A. Kalaiselvan	HoD/AI & DS	S. A. Kalaiselvan
12.	Dr. D. Rajiniginirath	HoD/CSE	D. Rajiniginirath
13.	Dr. S. Manikandan	HoD/Civil	S. Manikandan 11/12/20
14.	Dr. D. Joseph Jeyakumar	HoD/ECE	D. Joseph Jeyakumar
15.	Dr. A. Jaffar Sadiq Ali	HoD/EEE	A. Jaffar Sadiq Ali
16.	Dr. V. Sivaraman	HoD/Mech	V. Sivaraman
17.	Dr. S. Kalaimagal	HoD/IT	S. Kalaimagal 11/12/20
18.	Dr. K. P. Kamini	HoD/Bio-medical	K. P. Kamini
19.	Dr. R. Balachandar	HoD/Pharma	R. Balachandar
20.	Dr. R. Gokul Dass	HoD/Mechatronics	R. Gokul Dass
21.	Dr. M. Lenin Kumar	HoD/Robotics & Automation	M. Lenin Kumar
22.	Dr. P. Nithya	HoD/S&H	P. Nithya
23.	Dr. S. Chitra Devi	HoD/MBA	S. Chitra Devi
24.	Dr. E. Pandian	HoD/MCA	E. Pandian
25.	Mr. M. Sathish	Placement Officer	M. Sathish

PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
Chikkarayapuram, (Near Mangadu),
Chennai-600 069.



26.	Mr. A. M. D. Arun Balaji	Alumni	Arun Balaji
27.	Ms.S.SriPavithra	Alumni	Sri Pavithra
28.	Mr.V.E.Nirel Prince	IV/ECE	Nirel Prince
29.	Ms.S.Abirami	IV/ECE	Abirami
30.	Ms.N.Shabana	III/CSE	Shabana
31.	Mr.S.Irfan Ahmed	III/CSE	Irfan Ahmed
32.	Mr. M.Vaishiva	IV/CSE	M. Vaishiva
33.	Ms.M.Harini	IV/CSE	M. Harini
34.	Mr.K.Sudharsan	IV/Robotics	K. Sudharsan
35.	Ms.K.Sophia	IV/Robotics	K. Sophia
36.	Mr.T.Kanish	III/AI&DS	T. Kanish
37.	Ms.N.Selvi	III/AI&DS	N. Selvi
38.	Ms.S.Gopika	IV/AI &DS	S. Gopika
39.	Mr.D.Nishanth	IV/AI&DS	D. Nishanth
40.	Ms.S.Keerthana	IV/ BME	S. Keerthana
41.	Mr.A.Gunal	III/BME	A. Gunal
42.	Mr.M.Sanjay	IV/Pharma	M. Sanjay
43.	Ms.A.Shalu Panday	III/Pharma	A. Shalu Panday
44.	Ms.V.Divya Dharshini	IV/Civil	V. Divya
45.	Mr.A.Mohanraj	IV/Civil	A. Mohanraj
46.	Ms.K.Pooja	IV/IT	K. Pooja
47.	P.S.Kaarchi che	III/IT	P. Kaarchi che
48.	Mr.S.Subramanian	IV/Mech	S. Subramanian
49.	Ms.R.Jeevika	II/Mech	R. Jeevika
50.	Mr.Ragul	IV/EEE	R. Ragul
51.	Ms.Helen Praveena	III/ EEE	Helen Praveena
52.	Ms.Tejasri	IV/ Mechatronics	T. Tejasri


PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayer
 Chennai-600 069.



53.	Mr.S.Gowtham	III/Mechatronics	<i>Gowtham</i>
54.	Ms.S.Sushmitha	II/MBA	<i>Sush</i>
55.	Mr.A.Jayanthan	II/MBA	<i>Jay</i>
56.	Ms.G.Vennila	II/MCA	<i>Vennila</i>
57.	Mr.R.Sai Gopinath	II/MCA	<i>Sai Gopi</i>

Sri

PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayapuram, (Near Mangadu),
 Chennai-600 069.



RESOLUTION

Agenda Point	Resolutions	Responsible Person	Target date	Remarks
1.	Improve in quality of education	All HoDs, Faculty members and students.	One Semester	<ol style="list-style-type: none"> 1. Previous meeting resolutions were verified and follow-up action taken. 2. Autonomous status has been awarded this semester (JULY – DEC 2026) onwards. Responsibilities are more than affiliated colleges. 3. Every Student should create and have LinkedIn account for Placement opportunities and HOD's are asked to ensure the same. 4. NBA – 2029 process should be initiated and NBA criterion details should be reviewed. 5. Teaching learning methodology could be changed and ICT tools such as Smart Board, LCD TV, Google classroom and Ideathon can be followed. 6. Communication skills should be improved through regular training. 7. Concepts should be clearly explained by faculty.
2.	Review of Odd semester Academic Activities.	All Faculty members	One Semester	<ol style="list-style-type: none"> 1. All faculty should put lecture notes, question bank with answers, Syllabus, e-book in Google class room and link should be shared to students before conduct of CCM 1. 2. All Faculty and HODs ensure that all students joined Google Class room. 3. As per academic calendar IV/Workshop/FDP should be conducted without any deviation. 4. IAT-I starts from 19th August, 2026. 5. Retest will not be conducted for IAT. 6. Students should prepare well for internal assessment IAT -I, IAT-II and project presentation (instead of Model exam). 7. IAT question paper pattern is as per bloom's taxonomy. 8. Every project should be uploaded in GitHub. 9. Student suggested one subject per day for assessment test and it is suggested revision can be given in between the test. 10. Project review details will be scheduled by Dr. V. Venkatesh, Controller of Examination. Student should be guided for problem identification, project


PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayapuram, (Near - Madagadu),
 Chennai-600 089.

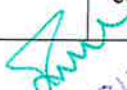


				methodology, report writing and about plagiarism checking.
3.	Review of Autonomous - Academic Regulation 2026.	All HoDs	One Month	1. Academic regulations should be approved academic/governing council and should be posted in website.
4.	Review of Curriculum & Syllabus-2026	All HoD'S & Faculty Members	One Week	1. Capstone stimulation is a credit course for MBA.
5.	Review of Board of Studies meeting.	All HoD'S & Faculty Members		1. Few departments have completed the BOS meeting.
6.	Review of Feedback from stakeholders.	All HoDs, Faculty members, students & Alumni	One Month	1. Feedback from students, Faculty, Employers and Alumni are collected and analyzed.
7.	Review and Monitoring of ERP.	All HoDs	One week	1. Students should maintain minimum 80% attendance and if below 80% student will be detained.
8.	Review of Centre of Excellence Activities.	All HoDs	One Month	1. Training activities could be arranged through Centre of Excellence. 2. AR/VR, INTEL, IBM, and ORACLE course should be conducted. Infosys spring board course available in CSE.
9.	Review of MOU activities	All HoD'S	Three weeks	Skill development course should be conducted through MoU companies.
10.	Review of Infrastructure facilities (Equipment's, Consumables, etc.,)	All HoD's	Three weeks	1. Smart board should be utilized regularly for all students. 2. Systems are not working in IT department and it should be serviced. 3. Lecture halls should be fully equipped in Mechanical department. 4. AC not working in MCA lab. 5. Projector required in AI&DS classroom. 6. Insufficient water in restroom in MCA. Ladies' restroom is required in EEE block, Mechanical block 2 nd floor, CSE block 3 rd floor. 7. Napkin dispensary is required in ladies restroom. 8. Fan, light not working in lecture halls (MCA Admin block 3 rd floor).

PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayanallur, Near Mangadu,
 Chennai-600 069.



11.	Review & Monitoring of College Website	Dr. M. Lenin Kumar, HOD/Robotics	Two weeks	<ol style="list-style-type: none"> 1.All department activities and IQAC activities updated in the website 2.All departments ensure whether the department activities updated or not. 3.Photos should be uploaded in the college website. 4.Academic regulations should be approved academic/governing council and should be posted in website.
12.	Review of committee coordinators reports and their responsibilities.	All Committee Coordinators	Two weeks	<ol style="list-style-type: none"> 1. Anti-ragging affidavit should be submitted online by all students.
13.	Faculty, Staff and Student participation in Symposium /Workshops/Conferences/ NPTEL	All HoD's, Faculty Members & Students	Six Month Once	<ol style="list-style-type: none"> 1.Proposals for Smart India Hackathon'26 should be submitted by students. 2.SIH SPOC should motivate the students to get award. 3.Faculty members should participate in Conferences and students should be encouraged to attend symposiums and conferences
14.	Review of NPTEL Exam Registration	All HoD's & Dr.S.Manikandan	Six Month Once	<ol style="list-style-type: none"> 1. 20 members have registered for NPTEL exams (JULY/NOV'26)
15.	Review of Quarterly IIC Activities and R &D Cell Activities	Dr.V.Anitha, IIC President & All HoD'S	One Month	<ol style="list-style-type: none"> 1. IIC and R&D Newsletter should be prepared. All HODs should submit the newsletter related documents as per format. 2. IIC activities should be conducted as per schedule by the department as allotted.
16.	Review of IEEE, IETE, ISTE and ICTACT membership and related activities	Dr. S. A. Kalaiselvan HOD - AI & DS, Dr.D.Rajini Girinath-HoD-CSE Dr.D.Joseph Jeyakumar-HoD-ECE Dr. Gokul Dass, HOD - Mechatronics	One Semester	<ol style="list-style-type: none"> 1. Professional society activities should be conducted.
17.	Review of Faculty publications - Scopus Index, Web of Science, UGC Care, IEEE Explore	All HoD'S & Faculty members	One Semester	<ol style="list-style-type: none"> 1. Faculty should publish SCI/ SCOPUS indexed journal only as recommended by Anna University. UGC care publication not considered by Anna University.


PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayapuram, Madurai - 625 009.
 Chennai-600 089.



	Conferences (Journal Publication) & Text Book.			
18.	Review of student support system (Students to do Mini Projects, Major Projects and Publish papers in Scopus Index, Web of Science & UGC Care).	All HoD'S, Faculty members & Students	All Days	<ol style="list-style-type: none"> 1. Every semester two Industrial Visits, Symposium, Conference, Seminar, Workshop should be organized. 2. Final year students should publish papers in SCI/ Scopus indexed Conference and Journal
19.	Review and Monitoring of Placement and Career Guidance Activities.	Placement Advisor.	Two Weeks	<ol style="list-style-type: none"> 1. Placement advisor is appointed and will report on 03/08/2026. Placement activities will be conducted by placement advisor. 2. Placement training by Quicklrn was good.
20.	Library Access – Mandatory for Students & Faculty Members.	Librarian & Faculty members	Two Weeks	1. Student attendance is mandatory during library hours and should be monitored.
21.	Infrastructure Access-Smart Board, R & D Cell	All HODs	One Semester	1. Faculty should deliver lectures using Smart board, Demonstrations.
22.	Research & Development a. Submission of Project Proposal in Funding Agency (DST, ISRO, DRDO, BIRAC, TDP, Anna University, ANRP, BD & TD, Rural Innovation Fund, EDII & TNSCST. b. Patent Filing.	Dr.D.Rajiniginath HoD-CSE	One Semester	1. Funding agency should be identified and every Ph. D. holder should submit proposal for funding agencies.
23.	Review of AICTE ATAL FDP.	Dr.D.Rajiniginath HoD/CSE Dr. S. Kalaimagal, HOD-IT Dr. V. Sivaraman, HOD/Mech		<ol style="list-style-type: none"> 1. ATAL online FDP proposal should be prepared and submitted by five departments (CSE, IT, MMR, AI&DS, Pharma & Bio-medical).


PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
 Chikkarayapuram, (Near Meenambur),
 Chennai-600 089.



		Dr. Gokul Dass, HOD/Mechatronics Dr. M. Lenin Kumar, HOD/Robotics Dr. R. Balachandar, HOD/Pharma Dr. K. P. Kamini, HOD/Bio-medical		
24.	Any other subject with kind permission of Hon.Chairperson	All HODs	Two weeks	<ol style="list-style-type: none"> 1. Students should report at 8.50 AM; latecomers are not allowed to attend classes. Faculty members should inform respective student's parents. 2. Examination fees will be revised with regard to the autonomous status. 3. Fees abstract will be issued shortly. No change in the tuition fee. 4. Hostel food should be changed and kitchen, mess should be maintained hygienic and clean. Food should be cooked properly. Plates are found to be insufficient and should be rectified. 5. RO water should be installed in the third floor in Gent's hostel. 6. Wi-Fi connection should be arranged in Gent's hostel. 7. PET hour attendance should be maintained by Physical director. 8. Arrangements for bike parking for faculty and students should be planned by Dr. M. Lenin Kumar, HOD/Robotics.

V. Anil
29/07/2026
Dean/VP/IQAC Coordinator



[Signature]
PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
Chikkarayapuram (Near Mangadu),
Chennai-600 069.



SRI MUTHUKUMARAN INSTITUTE OF TECHNOLOGY

Chikkarayapuram, Near Mangadu, Chennai 600069.

Academic Year 2026-2027



Sau
PRINCIPAL
SRI MUTHUKUMARAN
INSTITUTE OF TECHNOLOGY
Chikkarayapuram, (Near Mangadu),
Chennai-600 069.

