



**MOHAMED SATHAK**  
**ENGINEERING COLLEGE**  
KILAKARAI, RAMANATHAPURAM DIST.  
Approved by AICTE, CoA New Delhi, DGE Madurai, Affiliated to Anna University, Chennai.  
(Sponsored by Mohamed Sathak Trust, Chennai - 08.)



## MINUTES OF MEETING

MINUTES OF THE 28<sup>th</sup> IQAC (INTERNAL QUALITY ASSURANCE CELL) MEETING OF MOHAMED SATHAK ENGINEERING COLLEGE, KILAKARAI, HELD ON 18-02-2022 AT 10.30 A.M. IN THE PRINCIPALS CHAMBER.

Dr. N. Mohamed Sherif, Principal and Chairman-IQAC, welcomed the New members of the IQAC Committee members. Prof. M. Mohamed Rafi, Secretary & Co-ordinator-IQAC, presided over the meeting. He briefed the Goals, Objectives, Strategy, Functions, Benefits, Follow-ups, roles and responsibilities of members of the institution and also presented the report. He invited the new members and explains the responsibilities of IQAC to share their views. The points in the agenda were taken for discussion one by one.

Considered the 27th IQAC committee meeting held on 12-08-2021.  
RESOLVED to confirm the minutes of the 25th meeting of IQAC.

Considered the academic activities of the College.  
RESOLVED to bear out the communication pertinent to the academic activities like Teaching-Learning process, admission criteria, communication from various academic agencies, and compliance with norms, standards and guidelines.

Considered the MoUs (Memorandum of Understanding) with industries.  
RESOLVED to sign more number of MoUs with industries to promote the quality of education.

Considered the clarifications sought by NAAC and the uploading of the same.  
RESOLVED to spell out the clarifications sought by NAAC and the uploading of the same.

Considered the Anna University Affiliation process for the academic year 2021-22.  
RESOLVED to get ready the files and supporting documents to get continuation of affiliation from Anna University for the academic year 2021-22.

Considered the activities of the Statutory and Non-statutory committee.  
RESOLVED to commend the activities of the Statutory and Non-statutory committees of the college and its compliance with the requirements.

Discussed about the value added courses conducted in the previous year and advised to make all the students to attend their respective courses.

Advised to conduct FDP and other programs by all the department.

Discussed to encourage all the faculty to publish journals, book and chapters.

Prof. M. Mohamed Rafi, Secretary & Co-coordinator-IQAC solicited the continued support of the members for sharing their rich knowledge and wide experience for furthering the mission of the IQAC.

Dr. N. Mohamed Sherif, Principal and Chairman-IQAC, proposed the vote of thanks to all the members of the IQAC Committee and expressed gratitude for their sustained involvement and for making the meeting a grand success.

  
IQAC- Co-ordinator

**IQAC Co-ordinator**  
**Mohamed Sathak Engineering College,**  
**Kilakarai-623 806.**

  
Principal