



**MOHAMED SATHAK
ENGINEERING COLLEGE**
KILAKARAI, RAMANATHAPURAM DIST.

Approved by AICTE, CoA, New Delhi, DGS Mumbai, Affiliated to Anna University,
An ISO 9001:2015 Institution. Sponsored by Mohamed Sathak Trust, Chennai. DR



(Recognized under section 2(f) & 12B of UGC, NewDelhi)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MSEC / IQAC / 2023-24 / 007

DATE: 02.04.2024

ACTION TAKEN REPORT

ON THE DECISIONS OF THE IQAC MEETING HELD ON 06.06.2023, 03.07.2023 and
15.11.2023

To implement the decisions of the above mentioned meeting of the IQAC, the action taken report
is given below:

S. No	Activities / Tasks Proposed	Action Taken
1.	IQAC Composition Approval	IQAC Composition with new members is approved by the management
2.	Implementation of Target Based Action Plan	Target based action plan is implemented at MSEC and all the departments are working towards to achieve their targets for the academic year 2023-24. <ul style="list-style-type: none">• Conducting Stand-up Meeting in the morning and Sit-down meeting in the evening sessions with all HODs to plan and review regular activities.• Conducting Target Board Executive Meeting twice in a month to review the targets achieved• Conducting all faculty meeting in the last day of every month to review the status of targets
3.	Approval of new Courses	All the necessary information were submitted to AICTE for getting approval to start new courses namely B.E.(CSE-Cyber Security), B.E.(CSE-AIML) and



		M.E.(VLSI Design) from the academic year 2024-25.
4.	Signing of MoUs	All the departments initiated the process of signing MoUs with Industries and Institutions. As of now 28 MOUs endorsed by MSEC with notable institutions and Industries
5.	Preparations for NBA Accreditation Peer Team	Preparatory works are being carried out by CSE, IT and MBA Departments. Prof. H. Peer Oli, NBA Coordinator is monitoring the documentation works. Our Principal sir is reviewing the work periodically and motivating our faculty. All other department faculty are insisted to provide required support.
6.	Preparations for NIRF, ARIIA Rankings	Data have been collected and uploaded in the web portal with necessary information. Prof. A. Muthuvel is doing this work with the guidance of Dr. E. Dhiravidachelvi, Head/Planning
7.	AICTE Approval and Anna University Affiliation Works	All the necessary peer-reviewed information were uploaded in the AICTE & Anna University Affiliation Web Portals
8.	ISO Surveillance Audit	ISO TUV-SUD 9001-2015 certification is extended upto September 2024 after the successful completion of surveillance audit conducted on 01.03.2024.
9.	AQAR 2022-23 Preparation	Data collection and Documentation works of AQAR 2022-23 for NAAC is being prepared.
10.	Approval Statutory and Non-statutory committees	All the Statutory and Non-statutory committees are approved the Principal and the committees are functioning diligently towards their objectives.
11.	Improvement in IIC Activities	All the departments are organizing events for promoting Innovation and Start-Up in Campus among the students. We are working towards for attaining higher star ranking.
12.	Recommendations for Quality Enhancement of the Institution in NAAC Peer	We clearly gone through the recommendations of NAAC Peer Team and put more efforts to show improvements



Team Report

- Our staff and students enrolled in SWAYAM-NPTEL online courses and completed successfully.
- Our students completed online certification courses on technical skills through Tamilnadu Government's Naan Mudhalvan & Nalaiya Thiran Schemes, IIT-Bombay Spoken Tutorial and ICTACT platforms.
- Offline and Online mode of Grievances Redressal mechanisms is improved
- Upgradation of Lab equipment is done periodically
- External academic and administrative audit is conducted
- Information about Internal Complaints Committee and anti-ragging committee are displaying prominently in the campus
- Industry collaboration is improved, as of now 28 MOUs endorsed with industries.
- As the effect of the strategic plans taken, students enrollment during this academic year is improved.
- Our faculty published 110 Quality Journal Publications, 38 Books, 27 Patent and 20 Patent grants & Copyrights.

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21/4/24
IQAC- COORDINATOR



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MOHAMED SATHAK ENGINEERING COLLEGE
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