



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING



Approved by All India Council of Technical Education, New Delhi
Affiliated to Anna University, Chennai
“Nizara Educational Campus”, Muthapudupet, Chennai – 600 055



VARIOUS COMMITTEE MEETING MINUTES PROOFS

S.No	Name of the Committee
1	INTERNAL QUALITY ASSURANCE CELL (IQAC)
2	INSTITUTION'S INNOVATION COUNCIL (IIC)
3	WOMEN GRIEVANCES CUM REDRESSAL COMMITTEE (WGCR)
4	DISCIPLINE AND WELFARE COMMITTEE (DWC)
5	ANTI - RAGGING COMMITTEE(ARC)
6	RESEARCH AND DEVELOPMENT (R&D) CELL
7	INDUSTRY INSTITUTE INTERACTION CELL (IIIC)
8	TRANSPORT COMMITTEE
9	NEWSLETTER & MAGAZINE COMMITTEE
10	CAREER PLANNING AND DEVELOPMENT CELL (CPD)




PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING



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(Affiliated to Anna University, Chennai - 600 025)
NAAC B+ Accredited Institution

Nizara Educational Campus, Muthapudupet, IAF Avadi, Chennai - 600 055



Lr.No: AMSCE/Circular/IQAC/01

11/07/2022

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 1st Internal Quality Assurance Cell (IQAC) Meeting will be held on 14/07/2022 (1.30 P.M to 2.30 P.M) in the IQAC Chambers.


Agenda

Academic Plan for ODD Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.




PRINCIPAL
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COLLEGE OF ENGINEERING


11/07/2022
Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAF-AVADI
CHENNAI 600 055

Copy to:

- i. The Secretary and Correspondent - for kind information
- ii. The Members of the IQAC
- iii. IQAC File

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	14.07.2022 & 1.30 p.m to 2.30 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	

1.Meeting Objectives

Academic Plan for ODD Semester 2022-2023

2.Members Present

JANAB SHAIK ATHAULLAH - Trustee Administrator

PROF. Dr. S. SATHISH - Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Assoc. Prof. Dr. M. Amanullah – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst.Prof. G. Sulthana Begam – Head/CSE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Ayaz Ahmed – i/C Head/Mechanical Engineering, Assoc. Prof. Dr. K. Suresh Kumar/S&H

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present
Academic Plan for ODD Semester 2022-2023	<ul style="list-style-type: none"> ❖ The Re-opening Date for Commencement of Theory Classes for ODD Semester 2022-23 for Second year and Third year Students will be on 10/08/2022 and for Final year Students will be on 01/08/2022, as opined by the Head of Departments. ❖ Hostel Students must properly handover the Rooms to Deputy Warden, if not handedover properly and Discipline Committee found any damage in Electrical Switches, MCBs, Sockets, Fan, LED Lights, Cot, Window Mosquito Net, Padlock and scribbling and defacing on the walls a fine will be imposed and Students must pay it immediately to make good for damage caused. ❖ Till they pay their fine amount, they should not be allowed to Hostel and

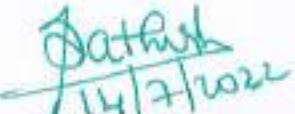


	<p>Classroom and also their Names to be displayed in Department Notice Board and Hostel Notice Board.</p> <ul style="list-style-type: none"> ❖ The Hostel Membership is valid for only one Academic year and that depends up on their Academic behavior and general behaviour in the hostel. ❖ The Hostel Membership will be sanctioned based on the Recommendations of Class Teacher, Head of the Department, Deputy Warden and Warden. ❖ Trustee Administrator advised Head of Departments to depute their Faculty Members on the day of Students vacating the Hostel to check the condition of Room before the Handover their Rooms to Warden.
Conclusion	The meeting ended with thanks


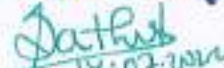

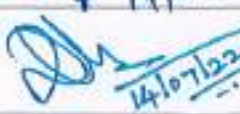
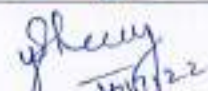
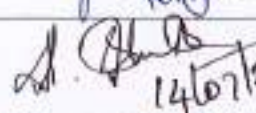

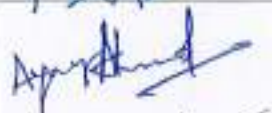
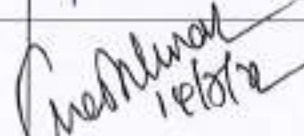



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Prepared By
M.S. RAJAN
Head-EEE


Principal
Prof. Dr. S. SATHISH
 B.E., M.E., Ph.D.
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, MF-AVA
CHENNAI 600 055

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	
Prof. Dr. S. Sathish	Principal	Chairman	 19/07/22
Prof. Dr. M. Afzal Ali Baig	Professor & Head – Civil Engineering	Senior Faculty Member	 14/07/22
Assoc. Prof. Dr. M. Amanullah	Head – IT	Senior Faculty Member	 14/07/22
Asst. Prof. G. Sulthana Begam	Head – CSE	Senior Faculty Member	 16/07/22
Assoc. Prof. Dr. A.S. Salma Banu	Head – ECE	Senior Faculty Member	 14/07/22
Asst. Prof. M.S.Rajan	Head – EEE	Senior Faculty Member	 14/07/22
Asst. Prof. Ayaz Ahmed	i/C Head – Mechanical Engineering	Member	
Dr. K. Suresh Kumar	Assoc. Prof. – S&H	Member	 14/07/22




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Lr.No: AMSCE/Circular/IQAC/02

16/12/2022

IQAC MEETING CIRCULAR

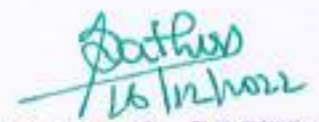
All the Members of the IQAC are hereby informed that the 2nd Internal Quality Assurance Cell (IQAC) Meeting will be held on 20/12/2022 (4.00 P.M to 5.30 P.M) in the IQAC Chambers.

Agenda

- ❖ Strategy to improve Admissions for Academic Year 2023-2024
- ❖ New Course for Academic Year 2023-2024

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.




Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAF-AVADI
CHENNAI - 600 055

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AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	20.12.2022 & 4.00 p.m to 5.10p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	
			IQAC Chambers

1.Meeting Objectives

Strategy to improve Admissions for Academic Year 2023-2024

New Course for Academic Year 2023-2024

2.Members Present

Janab Shaik Athaullah – Trustee Administrator

Prof. Dr. S. Sathish – Principal

Prof. Dr. N.R. Shanker – IQAC Director

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. Dr. M. Prabu/CSE, Asst. Prof. Dr. E. Ganesh/CSE, Asst. Prof. A. Duraibabu/ECE, Asst. Prof. M.F. NazeerAhamed/Civil Engineering

3.Agenda and Notes, Discussion, Decision and Solutions

Topics	Discussion
Introduction	Principal welcomed all the members present for the meeting
Strategy to improve Admissions for Academic Year 2023-2024	<ul style="list-style-type: none"> ❖ Admissions of the Last three Academic Years was discussed. ❖ Prof. Dr. N.R. Shanker suggested to find the reason for shortfall in Admissions, especially in highly demand courses such as CSE, IT and AI-DS. ❖ There is a shortfall in Lateral Entry Admissions,when compared to last Academic Year. ❖ Prof. Dr. N.R. Shanker suggested the Head of the Departments to find the Solution to improve the Admissions for the Academic Year 2023-2024. ❖ Prof. Dr. N.R. Shanker suggested to fill 50% Admissions Seats by Faculty Members of College and remaining 50% by Trust Members.

Strategy to improve Admissions for Academic Year 2023-2024



New Course for
Academic year 2023-
2024



- ❖ All the Head of the Departments must take responsibility to fill their lapsed Seats and 10% Seats by Second year Lateral Entry Admissions for forthcoming Academic year.
- ❖ All the Head of the Departments to interact with Head of the Department of other Polytechnic Colleges and get permission to Organise One Week Internship for their Students.
- ❖ Department of Mechanical Engineering to Organise One Week Internship on 3D Printing for Polytechnic College Students.
- ❖ To utilise the Lab Instructors for One Week Internship for Polytechnic College Students.
- ❖ Internship Brochure to be circulated to Polytechnic Colleges at the earliest.
- ❖ The Concession in Tuition Fees for the Students to be given as Hon'ble Dr. S. M. Shaik Nurddin Scholarship.
- ❖ To convene Meeting with Prof. Dr. N. Prabhakaran to discuss Admissions for forthcoming Academic Year.
- ❖ All the Departments must improve their Academic activities such as Industrial Visits, Guest Lectures, Workshops and must frequently upload the details in Social Media.
- ❖ Prof. Dr. N.R. Shanker explained the Demand for B.E. - Computer Science and Engineering (Cyber Security) Course for next 20 years.
- ❖ All the Members unanimously accepted the introduction of New Course B.E. - Computer Science and Engineering (Cyber Security) with intake of 30 Students for the Academic year 2023-2024.
- ❖ All the Members of IQAC accepted to reduce the Sanctioned Intake of 60 Students to 30 Students in the Department of Mechanical Engineering for the Academic year 2023-2024.
- ❖ Prof. Dr. N.R. Shanker insisted the Faculty Members to undergo NPTEL Course related to CSE, AI-DS and Cyber Security and must earn 18 Credits.

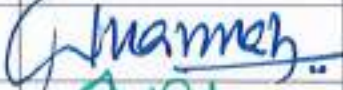

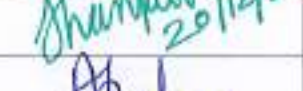
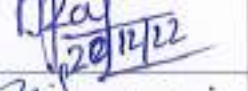
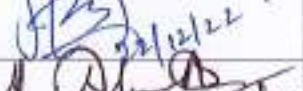
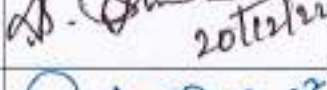



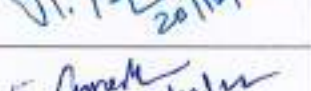

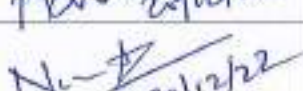
Conclusion

The meeting ended with thanks


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COLLEGE OF ENGINEERING


CHAIRMAN - IQAC
Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAP-VAADI

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	
Prof. Dr. S. Sathish	Principal	Chairman	
Prof. Dr. N.R.Shanker	Professor – CSE	Director - IQAC	
Prof. Dr. M. Afzal Ali Baig	Professor & Head - Civil Engineering	Senior Faculty Member	
Prof. Dr. S. Arif Abdul	Professor & Head - IT	Senior Faculty Member	
Prof. Dr. A.S. Salma Banu	Assoc. Professor & Head - ECE	Senior Faculty Member	
Er. M.S.Rajan	Asst. Professor & Head – EEE	Senior Faculty Member	
Dr. S. Ramkumar	Asst. Professor & Head - Mechanical Engineering	Senior Faculty Member	
Dr. M. Prabu	Asst. Professor - CSE	Member	
Dr. E. Ganesh	Asst. Professor - CSE	Member	
Er. A. Duraibabu	Asst. Professor - ECE	Member	
Er. M.F. Nazeer Ahamed	Asst. Professor - Civil Engineering	Member	




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Lr.No: AMSCE/Circular/IQAC/03

08/02/2023

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 3rd Internal Quality Assurance Cell (IQAC) Meeting will be held on 11/02/2023 (12.00 P.M to 1.00 P.M) in the IQAC Chamber.

Agenda

- ❖ Annual & Sports Day
- ❖ National Level Technical Symposium
- ❖ Academic Activity Plan for Even Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Learning-Teaching process of our Institution.



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Sathish
08/02/2023

Chairman

IQAC

Prof. Dr. S. SATHISH

B.E., M.E., Ph.D

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MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	11.02.2023 & 12.00 p.m to 1.00 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
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1.Meeting Objectives

Annual & Sports Day
 National Level Technical Symposium
 Academic Plan for Even Semester 2022-2023

2.Members Present

Prof. Dr. S. SATHISH – Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Asst. Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. M.S.Rajan – Head/EEE, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. G. Sulthana Begam – Head/CSE, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Asst. Prof. M.F. Nazeer Ahamed

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present for the meeting
Annual & Sports Day National Level Technical Symposium	<ul style="list-style-type: none"> ❖ The Members of IQAC have decided to organize Annual & Sports Day on 15.04.2023 and National Level Technical Symposium on 16.03.2023. <p align="center"><u>Academic Schedule for Second year, Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Commencement of Classes is on 06.02.2023 ❖ Last Working Day is on 12.05.2023 ❖ Commencement of Practical Exam is on 15.05.2023 ❖ Commencement of Theory Exam is on 26.05.2023 ❖ Re-opening Day for Odd Semester 2023-2024 is on 31.07.2023 <p align="center"><u>Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023

Academic Plan for
Even Semester 2022-
2023 – IIIrd Year and
IV Year Students




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COLLEGE OF ENGINEERING

Academic Plan for
Even Semester 2022-
2023 - IInd Year
Students



- ❖ Internal Test I to be conducted from 06.03.2023 to 13.03.2023
- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Internal Test II to be conducted from 05.04.2023 to 11.04.2023
- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023
- ❖ Model Exam to be conducted from 05.05.2023 to 12.05.2023

Second year Students

- ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023
- ❖ Class Test I to be conducted from 06.03.2023 to 13.03.2023

Portions for Class Test I - 1st Unit

Duration - 1 Hour

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Internal Test I to be conducted from 27.03.2023 to 03.04.2023

Portions for Internal Test I - 2.5 Units

Duration - 90 Minutes

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 16 = 32 Marks

1 x 8 = 8 Marks

Total Marks : 50 Marks

- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Class Test II to be conducted from 24.04.2023 to 02.05.2023

Portions for Class Test I - 2.5 Units to 3.5 Units

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023
- ❖ Internal Test II to be conducted from 05.05.2023 to 12.05.2023

Portions for Internal Test I - All 5 Units

Maximum Marks - 100 Marks

Conclusion

The meeting ended with thanks

PREPARED BY

M.S. RAJAN

A P J E E E

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COLLEGE OF ENGINEERING

Prof. D. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
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COLLEGE OF ENGINEERING
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AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI - 55



ANTI-RAGGING COMMITTEE MEETING CIRCULAR

Lr.No: AMSCE/ANTI-RAGGING /CIRCULAR/2023--2024/01

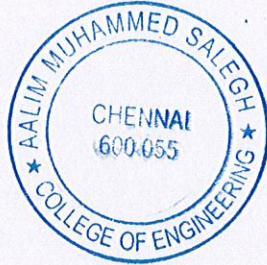
03/10/2023

All the Members of the Anti-Ragging Committee are hereby informed that the Anti-Ragging Committee Meeting will be convened on 6th October 2023, at 12.00 noon in the Principal Chamber.

Agenda

1. Constitution of Anti ragging committee.
2. Anti-ragging squads to maintain vigil, oversight and patrolling functions.

All the Members are cordially invited to attend the meeting.



Shankar
3/10/23

Dr. N.R. Shanker

PRINCIPAL

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Trustee- Administrator
HOD's of CSE/EEE/ECE/IT/Civil/Mech/
S&H/CPD Cell/Library/Physical Education
Principal File, Office Copy,

Prof. Dr.N.R. SHANKER
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING

All Committee Members:

1. Dr. K.Suresh kumar - Co- Convener
2. Dr. S. Ram Kumar - Head/ Mech. Engg.
3. Ms. Bhuvanewari Raja - Teaching Faculty Member
4. Ms. U. Subathra - Deputy Warden / Girls Hostel
5. Mr. Sagul Hameed - Care Taker / Boys Hostel
6. Mr. Babu S - Office Superintendent

Shankar
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING

AVADI –IAF, CHENNAI-600055.

Anti-Ragging Committee / Minutes of Meeting

AGENDA	Anti-Ragging Meeting		
DATE & TIME	06.10.2023 at 12.noon	DEPARTMENT	Anti-Ragging Committee
PREPARED BY	Dr. K.Suresh Kumar Asso.Prof/ Physics	VENUE	Principal Chamber

1.Meeting Objectives

To curb the menace of Ragging.

2.Members Present

Dr. N.R. Shanker - Chairman, Dr. S. Ram Kumar- Member, Dr. K. Suresh kumar - Member, Ms. Bhuvanewari Raja – Member, Ms. U. Subathra- Member, Mr. S. Balaji- Member, Mr. M. Mohamed Hasan - Member, Ms. S. Meera, Mr.Sagul Hameed - Member Mr.S. Babu - Member

3.Agenda and Notes, Decision, Discussions and Issues

Principal welcomed the members of the Anti-Ragging Committee.

1. Constitution of Anti ragging committee headed by Head of Institution and consisting of representatives of civil and public administrations, NGOs, Faculty, Parents, students and non-teaching staff.
2. Anti-ragging squads to maintain vigil, oversight and patrolling functions. The Squads have to make surprise visits on hostels, and other places vulnerable for ragging activities. Reports on the visits have to be made by the members of the squad.

Conclusion: The meeting concluded at 12.45 p.m by giving assurance that “our campus will be a Ragging free campus”.




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COLLEGE OF ENGINEERING

The following members were present in the Anti Ragging committee meeting held on 06.10.2023 at 12.noon at Principal's Chamber.

ANTI RAGGING COMMITTEE MEMBERS

S.No.	NAME	ROLE	SIGNATURE
1	Dr. N.R. Shanker	Chairman	<i>Shanker</i>
3	Dr. S. Ram Kumar	Head of the Department	<i>S. Ram Kumar</i> 6/10/23
4	Dr. K. Suresh kumar	Head of the Department	<i>K. Suresh Kumar</i> 6/10/23
5	Ms. Bhuvaneswari Raja	Teaching Faculty Member	<i>Bhuvaneswari Raja</i> 6/10/23
6	Ms. U. Subathra	Deputy Warden / Girls Hostel	<i>U. Subathra</i> 6/10/23
7	Mr. S. Balaji	Student Representative	<i>Balaji</i>
8	Mr. M. Mohamed Hasan	Student Representative	<i>M. Mohamed Hasan</i>
9	Mr. Sagul Hameed J	Care Taker / Boys Hostel	<i>S. Sagul Hameed</i>
10	Mr. Babu S	Office Superintendent	<i>Babu S</i>

Shanker

Dr. N.R. Shanker

PRINCIPAL



Prof. Dr.N.R. SHANKER
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING



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AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
Nizara Educational Campus, Muthapudupet, Avadi – IAF, Chennai – 600055
(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
NAAC Accredited Institution
AMSCE /CIRCULAR/ 2023-24

06/11/2023

This is to inform to the Discipline and Welfare Committee members to attend the meeting for the Academic year 2023-24, to be held on 07 NOV 2023 at 3:00 PM in IQAC Chamber.

The members are requested to attend the meeting.

Agenda

- Introduction of committee members.
- The rules and responsibilities of the committee members.

S. Sathish
27/11/2023
Prof. Dr. S. Sathish

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Trustee- Administrator

HOD/Civil, CSE, EEE, ECE, IT, MECH, AI&DS, S&H

Committee Members

Principal file, office copy.



S. Sathish
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MINUTES OF THE MEETING

AGENDA	Discipline and Welfare Committee General Meeting		
DATE & TIME	7.11. 2023 at 03:00PM	DEPARTMENT	All Departments
PREPARED BY	Asso. Prof. Dr.A.Ashma	NO. OF PAGES	IQAC Chamber
		03	
1.Meeting Objectives			
1. Introduction of Committee members 2. Role of Committee members			
2.Members Present			
Dr. S. Sathish – Principal/Chairman Dr. D. Zunaithur Rahman – HOD /Civil Dr. A. S. Salma Banu –HOD/ECE Dr. S. Ramkumar – HOD/Mech Er. M. S Rajan – HOD/EEE Dr.S. Arif Abdul Rahuman – HOD/IT Dr. K. Sureshkumar – HOD/S&H Ms. Bhuvaneshwari Raja – S&H/Student Counsellor Er. G. Arun – Assistant Professor/EEE/ Deputy Warden Of Men’s Hostel Dr. A. Saleem – Admission Officer /Deputy Warden Of Men’s Hostel Ms. P. Dhanya – Assistant Professor /CSE/Deputy Warden Of women’s Hostel Mr. M. H. Mogdoom Khan Sahib –IV Year CSE/Student Ms. Ruksana - IV Year ECE/Student			





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Mr. T. Naveen – III Year IT/Student
 Ms. S. Aneesa Banu -II Year CSE/ Student
 Mr. Asiya Fathima - I Year CSE/ Student
 Mr. N. Mohamed Irfan - I Year MECH/ Student

3. Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Role and Responsibilities of the Committee members	<ul style="list-style-type: none"> ❖ Chairman welcomed and introduced the new members of the Committee. ❖ The duties and responsibilities of the committee are described to the members. <ol style="list-style-type: none"> 1. All the Committee members of respective department must monitor their students. They have to check the entry at the premise of each department from 08.50 am to 09.15 am. 2. Punctuality of the students should be monitored meticulously. No students should be entertained inside the class room/ laboratory after 09.00 am. Genuine reason of latecomers should be enquired by the committee members and reported to the Head of respective departments for permission. 3. Proper dress code should be assured inside the campus. i.e. formal shirt and suits, shoes, wearing of ID card and proper hair cut. 4. Usage of Mobile Phones should be strictly restricted during the college hours. 5. Unannounced inspection of mobile phone usage by the students should be done during the class/laboratory hours. 6. The ceased mobiles should be handed over to the principal. 7. During the class hours roaming of the students within the campus is strictly prohibited. <ul style="list-style-type: none"> ❖ The Committee members thanked the Chairman for the assigned duties and responsibilities.
Conclusion	<ul style="list-style-type: none"> ❖ The meeting ended with thanks.


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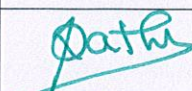
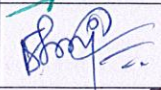
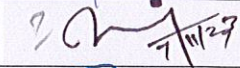


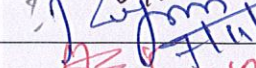

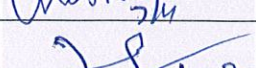
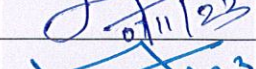


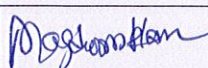
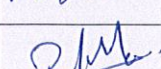
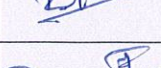
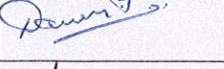
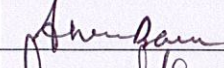
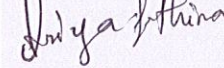

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SIGNATURE OF THE MEMBERS PRESENT FOR THE MEETING:

S. No	Name	Designation	Role	Signature
1	Dr. S. Sathish	Principal (i/c)	Chairperson	
2.	Ms. Bhuvaneshwari Raja	Assistant Professor/S&H	Convener	
3.	Dr. D. Zunaithur Rahman	HOD /Civil	Member	 7/11/23
4.	Dr. S. Ramkumar	HOD/Mech	Member	
5.	Dr. A. S. Salma Banu	HOD/ECE	Member	
6.	Er. M. S. Rajan	HOD/EEE	Member	 7/11/23
7.	Dr. S. Arif Abdul Rahuman	HOD/IT	Member	 7/11/23
8.	Dr. K. Sureshkumar	HOD/S&H	Member	 7/11/23
9.	Er. G. Arun	Deputy Warden Of Men's Hostel	Member	 7/11/23
10.	Dr. A. Saleem	Deputy Warden Of Men's Hostel	Member	 7/11/23
11.	Ms. P. Dhanya	Assistant Professor /CSE Deputy Warden Of women's Hostel	Member	
12.	Mr. M.H.Mogdoom Khan Sahib	IV Year CSE/Student	Member	
13.	Ms. Ruksana	IV Year ECE/Student	Member	
14.	Mr. T. Naveen	III Year IT/Student	Member	
15.	Ms. S. Aneesa Banu	II Year CSE/Student	Member	
16.	Mr. Asiya Fathima	I Year CSE/Student	Member	
17.	Mr. N. Mohamed Irfan	I Year MECH/Student	Member	




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Lr. No: AMSCE/WGRC/CIRCULAR/ 2022-23/01

18/11/2022

WOMEN GRIEVANCES CUM REDRESSAL COMMITTEE MEETING

CIRCULAR

All the members of the women grievances and redressal committee are hereby informed that the committee meeting will be held on 21st November 2022 (Monday), at 04.00 PM in the Central Library.

Agenda

- Introduction of Committee members
- Measures to ensure Safety of women

All the Members are cordially invited to attend the meeting.

Asso. Prof. Dr. A. S. Salma Banu

CONVENER

Copy to:

Trustee- Administrator, Principal
HOD's of Civil, CSE, EEE, ECE, IT, MECH, S&H




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MINUTES OF THE MEETING

AGENDA	Women Grievances Cum Redressal Committee General Meeting		
DATE & TIME	21.11.2022 at 04:00PM	DEPARTMENT	NA
PREPARED BY	Prof. Dr. A. S. Salma Banu	NO. OF PAGES	CENTRAL LIBRARY
		02	

1.Meeting Objectives

1. Introduction of Committee members
2. Measures to ensure Safety of women

2.Members Present

Prof. Dr. A. S. Salma Banu / Assoc.Prof./ECE	- Lady Faculty Member
Asst Prof. Bhuvaneshwari Raja / Asst. Prof./ S&H	- Lady Faculty Member
Dr. P. Kamala Glory / Campus Medical Officer	- Physician
Dr. V. Uma/Suyam Managing Trustee	- Social Worker

3.Agenda and Notes, Decision, Discussion and Issues

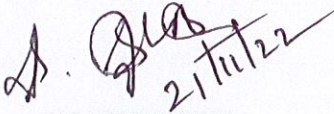
Topics	Discussion
Measures to ensure the Safety of women	<ul style="list-style-type: none"> ❖ Prof. Dr. A. S. Salma Banu, Convener welcomed all the members of the Committee and proposed the objective of the meeting is convened. ❖ The proper measures should be taken to ensure the safety of women students inside the campus. ❖ Based on the discussion by the committee, the following measures were framed and was decided to follow: <ol style="list-style-type: none"> 1. Create safe spaces to discuss gender based violence. The faculty members should be aware of the problems faced by the women students. 2. The class counsellors should engage the students in person and follow their activities. 3. The Committee Members should make the women students get to know about the Women Grievance Committee. 4. The Faculty Members should counsel the students if they are facing any harassment or inconvenience inside the Campus. The students



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	<p>can complaint to the Committee without any hesitation.</p> <p>5. The Faculty members should be allotted for the squad duties at the department premises to monitor the activities of the students.</p> <p>6. Ensure safety and security inside the campus.</p> <p>7. All the faculty members should inform any kind of harassment to the concerned HODs.</p> <p>❖ Prof. Dr. A. S. Salma Banu suggested the Committee members to share their opinions that could be followed to enforce safety of women inside the campus. The Committee members agreed with the points discussed by the Committee Convener and ensured to prioritize the safety of women students.</p> <p>Prof. Dr. A. S. Salma Banu informed the Committee Members that none of the grievance has been reported and brought to the notice of the Committee during the session.</p>
Conclusion	❖ The meeting ended with thanks.

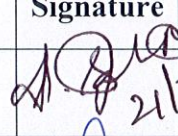
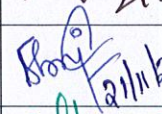
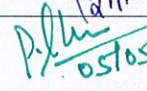
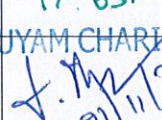

21/11/2022
CO-CONVENER


21/11/22
CONVENER


21/11/2022
PRINCIPAL

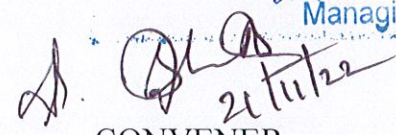
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SIGNATURE OF THE FACULTY MEMBERS PRESENT FOR THE MEETING:

S. No	Name	Designation	Role	Signature
1	Prof. Dr. A. S. Salma Banu	Associate Professor / ECE	Convener	 21/11/22
2	Asst Prof. Bhuvaneshwari Raja	Assistant Professor / Mathematics	Co- Convener	 21/11/22
3	Dr. P. Kamala Glory	Campus Medical Officer/ Physician	Member	 05/05/2023
4	Dr. V. Uma	Suyam Managing Trustee / Social Worker	Member	 21/11/2022




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21/11/22
CONVENER
(Dr. A. S. Salma Banu)



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04/11/2023

This is to inform the members of Research and Development Cell to attend the meeting for the Academic year 2023 - 24, to be held on 04/11/2023 at 4.00 PM in IQAC Chamber. The members are requested to attend the meeting without fail.

Agenda

- Activity for the academic year 2023 – 2024



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4/11/23
PRINCIPAL C/IC

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Trustee – Administrator

HOD / CIVIL, CSE, EEE, ECE, IT, MECH, AI&DS, S&H

Committee Members

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[Handwritten Signature]
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AVADI, CHENNAI - 600 055**

RESEARCH AND DEVELOPMENT CELL

MINUTES OF MEETING

AGENDA	Measures to improve research and development		
DATE & TIME	04.11.2023 at 4.00 P.M	DEPARTMENT	All Departments
PREPARED BY	Dr. I. Divya	VENUE	IQAC Chamber

1.Meeting Objectives


- Motivating faculty to publish papers in Journals / International Conferences
- Encouraging students / faculty to apply for Industry projects
- Conducting Workshop on how to Write Technical Papers and apply for Patents

2. Members Present

Prof. Dr. N. R. Shankar – Principal, (Convener)
Prof. Dr. S. Sathish – Professor / MECH
Asst. Prof. Dr. I. Divya - Assistant Professor / CSE (Co-Convener)
Asso. Prof. Dr. S. Ramkumar – Associate Professor & Head / MECH
Asso. Prof. Dr. A. S. Salma Banu – Associate Professor & Head / ECE
Asso. Prof. Dr. E. Ganesh – Associate Professor & Head / CSE
Asso. Prof. Dr. M. Prabu – Associate Professor & Head / AI & DS
Asst. Prof. K. Rameez Raja – Assistant Professor & Head / EEE
Asso. Prof. Dr. R. Lavanya – Assistant Professor & Head / IT
Asso. Prof. Dr. K. Suresh Kumar – Associate Professor & Head / S & H
Asso. Prof. Dr. A. Ashma – Associate Professor / S & H
Asst. Prof. A. Mohamed Mydeen – Assistant Professor / ECE
Asso. Prof. Dr. A. Mohanasundaram – Associate Professor / EEE


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3. Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Convener welcomed all the members present for the meeting.
	The Convener proposed the following suggestions. <ul style="list-style-type: none">• To prepare annual research activity plan for all the departments

[1] Submission of Papers for Faculty

- To motivate the faculty members and publish more research papers in Journals and International Conferences
- To increase the quality of students project and converting them into research paper
- Making the students to understand the importance of presenting a paper in National / International Conference

[2] Applying for Industry Projects

- To strengthen industry institute interaction through MOU's for long term relationships with National and International research organizations for widening the scope of research options and funding opportunities for faculty and students
- To encourage the students / faculty to apply for Industry projects and use the laboratory infrastructure for the same
- To send more students for Training / Internship programme
- To assist the faculty and students in filing of IPR's like patents and copy rights

[3] Conducting Workshop for the academic year

- Plan to conduct a two day Workshop on "How to write a Technical Paper and how to apply for Patents" for all the faculty members for the academic year
- Eminent persons from other Institutions / Industry personnel to be called as Resource person for the workshop
- The Workshop to be conducted without any Registration Fees for all Faculty members and other affiliated Institutions
- To encourage the faculty members to enroll for Ph.D
- To encourage the faculty members and the students to take up NPTEL, MOOC Courses
- To make each department to conduct Webinars, Seminars and Conferences
- To encourage the faculty members to teach content beyond the topics prescribed in the syllabus using journals and projects as teaching material




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	<ul style="list-style-type: none"> • To encourage the students to publish papers on their project related topics • To discuss about patents, journals and Intellectual Property Rights (IPR) in Pre-project work sessions • To make the students prepare papers in accordance with the journal format • To encourage each department to have high Research standards considering the conferences, patents and journal publication
Conclusion	The Meeting ended with Thanks.

J. D. D. S.
2/11/2023
CO-CONVENER

A. M. S.
04/11/2023
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A. M. S.
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SIGNATURE OF THE FACULTY MEMBERS PRESENT FOR THE MEETING

S. No.	Name of the Faculty	Designation	Role	Signature
1	Prof. Dr. N. R. Shankar	Principal	Convener	<i>N. R. Shankar</i> 4/11/23
2	Prof. Dr. S. Sathish	Professor / MECH	Internal Member	<i>S. Sathish</i> 4/11/2023
3	Dr. I. Divya	Assistant Professor / CSE	Co-Convener	<i>I. Divya</i> 4/11/2023
4	Dr. S. Ramkumar	Associate Professor & Head / MECH	Internal Member	<i>S. Ramkumar</i> 4/11/23
5	Dr. A. S. Salma Banu	Associate Professor & Head / ECE	Internal Member	<i>A. S. Salma Banu</i> 04/11/23
6	Dr. E. Ganesh	Associate Professor & Head / CSE	Internal Member	<i>E. Ganesh</i> 4/11/23
7	Dr. M. Prabu	Associate Professor & Head / AI & DS	Internal Member	<i>M. Prabu</i> 04/11/23
8	Mr. K. Rameez Raja	Assistant Professor & Head / EEE	Internal Member	<i>K. Rameez Raja</i> 4/11/23
9	Dr. R. Lavanya	Assistant Professor & Head / IT	Internal Member	<i>R. Lavanya</i> 4/11/23
10	Dr. K. Suresh Kumar	Associate Professor & Head / S & H	Internal Member	<i>K. Suresh Kumar</i> 4/11/23
11	Dr. A. Ashma	Associate Professor / S & H	Internal Member	<i>A. Ashma</i> 4/11/23
12	A. Mohamed Mydeen	Assistant Professor / ECE	Internal Member	<i>A. Mohamed Mydeen</i> 4/11/2023
13	Dr. A. Mohanasundaram	Associate Professor / EEE	Internal Member	<i>A. Mohanasundaram</i> 4/11/23




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07/07/2020

This is to inform to the members of Industry Institute Interaction Cell to attend the meeting for the Academic year 2020-21, to be held on 08/07/2020 at 10:00 AM in IQAC Chamber. The members are requested to attend the meeting without fail.

Agenda

- Activity plan for IIIC during 2020-21.

Copy to:

Trustee- Administrator

HOD/Civil, CSE, EEE, ECE, IT, MECH, S&H

Committee Members

Principal file, office copy.

Prof. Dr. M. Afzal Ali Baig

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AVADI - IAF, CHENNAI – 600055

AMSCE IIIC - MINUTES OF MEETING

AGENDA	Activity Plan for IIIC during 2020-21		
DATE & TIME	08.07.2020 at 10.00 A.M	DEPARTMENT	IIIC members
PREPARED BY	Mr. S. Ramkumar / Asst.	NO. OF PAGES	VENUE
	Prof / Mech		

1.Meeting Objectives

- To discuss about 2020-21 activities of IIIC Cell
- To create a new agenda, process flow and activities plan of 2020-21 academic year

2.Members Present

Dr. M. Afzal Ali Baig / Prof & Principal
Prof Dr. N.R. Shanker – IQAC Director
Dr. S. Sathish / Asso. Prof & Head / Mech
Mr. S. Ramkumar / Asst. Prof / Mech

Department Members

1. Mrs. Priya / Asst. Prof / CSE, 2. Mr. S.Alagesan / Asst. Prof / IT, 3. Mr. A. Mohamed Mydeen / Asst. Prof / ECE, 4. Mr. K. Rameez Raja / Asst. Prof / EEE, 5. Mr. R. Manikandan / Asst. Prof / Mech, 6. Mr. D. Prakash / Asst. Prof / Civil, 7. Dr. K. Suresh Kumar / Asso. Prof / Physics, 8. Mr. Shagul Hameed / Asst. Prof / Chemistry, 9. Mrs. Bhuvaneshwari Raja / Asst. Prof / Maths, 10. Mrs. N.S. Nancy Jebarani / Asst. Prof / English

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Coordinator welcomed all the members present for the meeting.
Notes	<ul style="list-style-type: none">• The second meeting of the Industry Institute Interaction Cell of AMSCE scheduled on Tuesday, 08 July 2020 at 10.00 AM in IIIC Cell.• Discussed the activities of Industry Institute Interaction Cell during 2019-20 academic year with its implementation, difficulties and effectiveness<ul style="list-style-type: none">○ MOUs signed with different industries○ Required Labs and Facilities in all the departments



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	<ul style="list-style-type: none"> ○ Invited talks delivered by industry personnel ○ Professional consultancy by faculty to Industries ○ Industrial visits undertaken by Students/Faculty ○ Awards, Projects, Achievements by Students/Faculty ○ Internships by Students at Industry <ul style="list-style-type: none"> ● Discussed and planned the activities of Industry Institute Interaction Cell in 2020-21 academic year for the below activities <ul style="list-style-type: none"> ○ Signing MoU's with various Industries ○ Purchase of new Labs equipment /Facilities in all the departments to fill the Curriculum gap and Industry need ○ Eminent Industrialist / Entrepreneurs Talks ○ Increase the consultancy Experimental works and Projects ○ Plan the Industrial visits and Internships to reputed industries ○ Encourage Students/Faculty to receive Awards, Projects from industries
Conclusion	The meeting ended with thanks.

Plan and Existing Industry Mo Us Vs AMSCE IIC (2020-21): ✓

Organisation with which MoU is signed	Year of signing MoU	Duration	List the actual activities under each MOU year wise	Number of students/teachers participated under MoUs
Institute of Industrial Design	2021 ✓	5 Years	Seminars, Workshops	68
Construction Management Training Institute	2021 ✓	3 Years	Seminars, Workshops, Field visits	68
Nazareth College of Arts and Science	2021 ✓	5 Years	Robotics Training	6
M/s. TeachSub Techno Solutions Pvt.Ltd	2020 ✓	5 Years	Specific Training for TCS National Qualified Test	219
			Job Fair	67

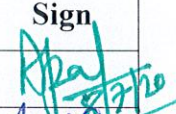

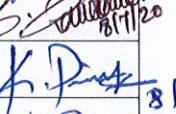
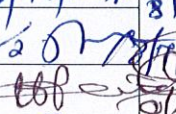
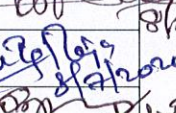
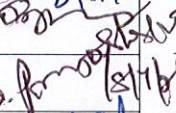
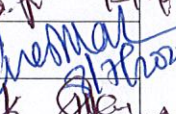
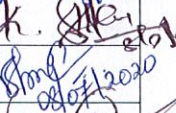
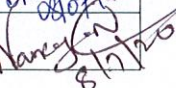


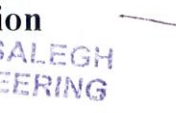




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COLLEGE OF ENGINEERING

Activity Plan of AMSCE IIC (2020-21):

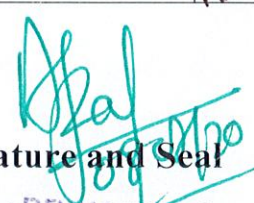
Year	Name of the workshop/ seminar	Department	Number of Participants	Date From – To
2020	Building Information Modelling	Civil	119	20.7.2020
2020	Virtual Reality in Construction	Civil	133	5.12.2020
2021	PRIMAVERA	Civil	212	09.1.2021
2021	Geo Environmental Engineering	Civil	35	22.3.2021
2021	Webinar on Industry 4.0	MECH	125	17.04.2021
2021	Webinar on Project Funding Through Journal Publication	MECH	85	24.04.2021
2021	Webinar on Research Perspectives in Ceramic Engineering	MECH	110	13.03.2021
2021	Webinar on Internet of Things	CSE	45	12.06.2021

Member Details of AMSCE IIC (2020-21):

Sl. No	Key Position	Faculty / Designation / Department	Sign
1	Chairman	Dr. M. Afzal Ali Baig / Prof & Principal	
2	Convener	Dr. S. Sathish / Asso. Prof & Head / Mech	
3	Co-Convener	Mr. S. Ramkumar / Asst. Prof / Mech	
4	Computer Science and Engg	Mrs. Priya / Asst. Prof	
5	Information Technology	Mr. S. Alagesan / Asst. Prof	
6	Electronics Communication Engg	Mr. A. Mohamed Mydeen / Asst. Prof	
7	Electrical and Electronics Engg	Mr. K. Rameez Raja / Asst. Prof	
8	Mechanical Engg	Mr. R. Manikandan / Asst. Prof	
9	Civil Engg	Mr. D. Prakash / Asst. Prof	
10	Physics	Dr. K. Suresh Kumar / Asso. Prof	
11	Chemistry	Mr. Shagul Hameed / Asst. Prof	
12	Mathematics	Mrs. Bhuvaneswari Raja / Asst. Prof	
13	English	Mrs. N.S. Nancy Jebarani / Asst. Prof	


Signature
Convener




Signature and Seal
Head of the Institution
AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
Nizara Educational Campus, Muthapudupet, Avadi – IAF, Chennai – 600055
(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
NAAC Accredited Institution
AMSCE /CIRCULAR/ 2021-22

Lr.No: AMSCE/NLM/CIRCULAR/2021-22/01
09/12/2021

This is to inform to the NEWS LETTER AND MAGAZINE COMMITTEE to attend the Meeting for the Academic year 2021-22, to be held on 10.12.2021 at 11:00 AM in IQAC Chamber. The members are requested to attend the meeting unflinchingly.

Agenda

- Preplanning Academic Performance.
- Scrutinize the completion status.



Sathish
10.12.2021
Prof. Dr. S. Sathish

PRINCIPAL
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING

Copy to:

Trustee- Administrator

HOD/Civil, CSE, EEE, ECE, IT, MECH, S&H

Committee Members

Principal file, office copy.

[Signature]
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COLLEGE OF ENGINEERING



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
Nizara Educational Campus, Muthapudupet, Avadi – IAF, Chennai - 600055
(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
NAAC Accredited Institution
NEWS LETTER AND MAGAZINE COMMITTEE
MINUTES OF THE MEETING

AGENDA	News Letter Completion Status for 2021-22			
DATE & TIME	10.12.2021 at 11:00 P.M	DEPARTMENT		
PREPARED BY	Asst. Prof. Shazareen R.	NO. OF PAGES	VENUE	IQAC Chamber
		03		

1.Meeting Objectives

To maintain the magazines of different activities carried out by the respective departments. Pre-planning of the academic performances for magazines to be decided beforehand.

2.Members Present

- Janab. Shaik Athaullah/ Trustee Administrator/ Manager
- Prof. Dr. S. Sathish/ Principal
- Ms. Shazareen R. / Convener/ Assistant Professor/ S&H
- Ms. Aarthy N. / Co-convener/ Assistant Professor/ CSE
- Mr. Abdur Rahman S. /Member/ Assistant Professor/ Mechanical
- Ms. Kalpana/ Member / Assistant Professor/ Civil
- Mr. Syed Vasiyullah S. F. / Member/ Assistant Professor/ EEE
- Ms. Kalima Benazir P. /Member/ Assistant Professor/ ECE
- Ms. Revathi S. /Member/ Assistant Professor/ IT

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	The meeting was initiated by the Convener.




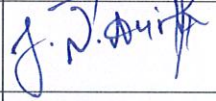

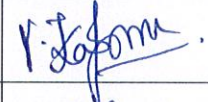
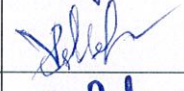
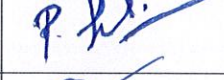


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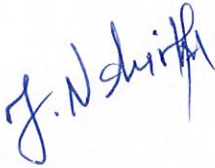
News Letter Completion Status for 2021-22	<ol style="list-style-type: none">1. The academic performances for magazines were presented to the committee.2. The appropriate themes or subject according to the department level for magazines should be collected from the respective departments.3. Changes to be made with addition of new thoughts and activities to be included in the magazines.4. Appropriate record to be maintained every month with regular update of events and achievements.5. The members were given a chance to describe their experience, efforts, suggestions and productive thoughts for implementing innovative ideas, creativity for magazines.
Conclusion	The meeting ended with thanks.




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COLLEGE OF ENGINEERING

SIGNATURE OF THE MEMBERS PRESENT FOR THE MEETING:

SL. NO.	NAME	DESIGNATION	ROLE	SIGNATURE
1	Ms. Shazareen R.	Assistant Professor / S&H	Convener	
2	Ms. Aarthy N.	Assistant Professor / CSE	Co-convener	
3	Mr. Abdur Rahman S.	Assistant Professor / Mechanical	Member	
4	Ms. Kalpana	Assistant Professor / Civil	Member	
5	Mr. Syed Vasiyullah S. F.	Assistant Professor / EEE	Member	
6	Ms. Kalima Benazir P.	Assistant Professor / ECE	Member	
7	Ms. Revathi S.	Assistant Professor / IT	Member	



Co-convener



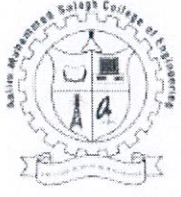
Convener



Principal
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING



PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING

AVADI –IAF, CHENNAI - 55

Cr.No: AMSCE/TRANSP/CIRCULAR/2019-2020/01

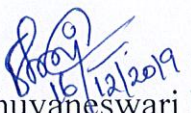
16/12/2019

TRANSPORT COMMITTEE MEETING CIRCULAR

This is to inform that the Transport Committee Meeting is scheduled on 17th December, 2019, (Thursday), between 02.00 PM and 03.00PM in the IQAC chamber. All the members of the committee are requested to attend the meeting without fail.

Agenda

1. Review on the availability of bus to the students in the existing routes
2. Review on the extension of service in the existing routes
3. Review on providing a special bus for students and faculty members at 5.00pm
4. General instructions for the drivers and students


Ms. Bhuvaneshwari Raja

Co- Convenor – Transport Committee


Dr. M. AFZAL ALI BAIG

Principal

**PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING**

Copy to:

Trustee- Administrator
HOD's of CSE/EEE/ECE/IT/Civil/Mech/
S&H/CPD Cell/Library/Physical Education
Principal File, Office File

Committee Members:

Prof. Dr. M. Amanullah / Member
Prof. Dr. A.S. Salma Banu / Member
Asst Prof. S. Rajesh Kanna / Member
Asst Prof. K. Khaja Mohideen/ Member
Asst. Prof. N.S. Nancy Jabarani / Member
Mr. Bava Maitheen M / Member




**PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING**



**AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI –IAF, CHENNAI-600055**

Transport Committee/Minutes of Meeting

AGENDA	Committee Meeting			
DATE & TIME	17.12.2019 at 02.00 P.M		DEPARTMENT	Transport Committee
PREPARED BY	Ms. Bhuvaneshwari Raja	NO. OF PAGES	VENUE	IQAC Chamber
		01		

1.Meeting Objectives

1. Review on the availability of bus services to the students in the existing routes
2. Review on the extension of service in the existing routes
3. Review on providing a special bus for students and faculty members at 5.00pm

2.Members Present

The following members attended the meeting:

- Prof. Dr. M. Afzal Ali Baig/ Convener
Asst.Prof. Bhuvaneshwari Raja/ Co-Convener
Prof. Dr. M. Amanullah / Member
Prof. Dr. A.S. Salma Banu / Member
Asst Prof. S. Rajesh Kanna / Member
Asst Prof. K. Khaja Mohideen/ Member
Asst. Prof. Nancy Jabarani N.S. / Member
Mr. Bava Maitheen M / Member


**PRINCIPAL
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COLLEGE OF ENGINEERING**

3.Agenda and Notes,Decision,Discussions and Issues

The Agenda of the meeting is to review on the availability of bus services to the students in the existing routes, to review on the extension of service in the existing routes, to review on providing a special bus for students and faculty members at 5.00pm and general instructions for the drivers and students.

Points discussed in the meeting are:


1. Transport Supervisor Mr.M. Bava Maitheen put forth the details of the bus services provided for the students in the academic year 2018-2019 and the extension of services required for the academic year 2019-2020.
2. Convener and Principal, Prof. Dr. M. Afzal Ali Baig welcomed suggestions from the members.
3. The members unanimously agreed to the schedule and the extension of services put forth by the transport supervisor for the academic year 2019-2020.
4. The members also unanimously approved the special bus service at 5.00pm for the benefit of students and staff who stays back till 5.00pm in the campus for placement training and tutorial classes.

Conclusion: The meeting ended with thanks.



Co-Convener




Convener


Principal
**PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING**

**Transport Committee Meeting
Attendees List dated 17.12.2019**

S NO.	NAME	DESIGNATION	ROLE	SIGNATURE
1.	Dr. M. Afzal Ali Baig	Principal	Convener	
2.	Ms. Bhuvaneswari Raja	Assistant Professor / S&H	Co-Convener	
3.	Dr. M. Amanullah	Associate Professor & Head / IT	Member	
4.	Dr. A.S. Salma Banu	Associate Professor & Head / ECE	Member	
5.	Mr.S. Rajesh Kanna	Assistant Professor / EEE	Member	
6.	Mr. K. Khaja Mohideen	Assistant Professor & Head / MCA	Member	
7.	Ms. N.S. Nancy Jabarani	Assistant Professor / S&H	Member	
8.	Mr. Bava Maitheen	Transport supervisor	Member	




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Affiliated to Anna University, Chennai
"Nizara Educational Campus", Muthapudupet, Chennai – 600 055



VARIOUS COMMITTEE MEETING MINUTES PROOFS

S.No	Name of the Committee
1	INTERNAL QUALITY ASSURANCE CELL (IQAC)
2	INSTITUTION'S INNOVATION COUNCIL (IIC)
3	WOMEN GRIEVANCES CUM REDRESSAL COMMITTEE (WGCR)
4	DISCIPLINE AND WELFARE COMMITTEE (DWC)
5	ANTI - RAGGING COMMITTEE(ARC)
6	RESEARCH AND DEVELOPMENT (R&D) CELL
7	INDUSTRY INSTITUTE INTERACTION CELL (IIIC)
8	TRANSPORT COMMITTEE
9	NEWSLETTER & MAGAZINE COMMITTEE




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Lr.No: AMSCE/Circular/IQAC/01

11/07/2022

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 1st Internal Quality Assurance Cell (IQAC) Meeting will be held on 14/07/2022 (1.30 P.M to 2.30 P.M) in the IQAC Chambers.

Agenda

Academic Plan for ODD Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.



Copy to:

- i. The Secretary and Correspondent - for kind information
- ii. The Members of the IQAC
- iii. IQAC File


11/07/2022
Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAF-AVADI
CHENNAI 600 055


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COLLEGE OF ENGINEERING

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	14.07.2022 & 1.30 p.m to 2.30 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	

1.Meeting Objectives

Academic Plan for ODD Semester 2022-2023

2.Members Present

JANAB SHAIK ATHAULLAH - Trustee Administrator

PROF. Dr. S. SATHISH - Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Assoc. Prof. Dr. M. Amanullah – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst.Prof. G. Sulthana Begam – Head/CSE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Ayaz Ahmed – i/C Head/Mechanical Engineering, Assoc. Prof. Dr. K. Suresh Kumar/S&H

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present
Academic Plan for ODD Semester 2022-2023	<ul style="list-style-type: none"> ❖ The Re-opening Date for Commencement of Theory Classes for ODD Semester 2022-23 for Second year and Third year Students will be on 10/08/2022 and for Final year Students will be on 01/08/2022, as opined by the Head of Departments. ❖ Hostel Students must properly handover the Rooms to Deputy Warden, if not handedover properly and Discipline Committee found any damage in Electrical Switches, MCBs, Sockets, Fan, LED Lights, Cot, Window Mosquito Net, Padlock and scribbling and defacing on the walls a fine will be imposed and Students must pay it immediately to make good for damage caused. ❖ Till they pay their fine amount, they should not be allowed to Hostel and

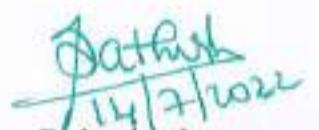


	<p>Classroom and also their Names to be displayed in Department Notice Board and Hostel Notice Board.</p> <ul style="list-style-type: none"> ❖ The Hostel Membership is valid for only one Academic year and that depends up on their Academic behavior and general behaviour in the hostel. ❖ The Hostel Membership will be sanctioned based on the Recommendations of Class Teacher, Head of the Department, Deputy Warden and Warden. ❖ Trustee Administrator advised Head of Departments to depute their Faculty Members on the day of Students vacating the Hostel to check the condition of Room before the Handover their Rooms to Warden.
Conclusion	The meeting ended with thanks


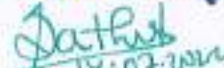

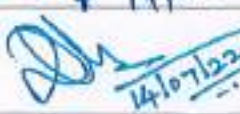
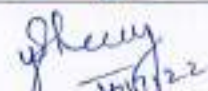
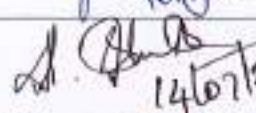

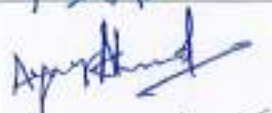
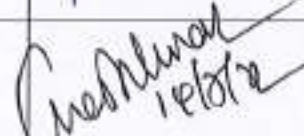



 Prepared By
M.S. RAJAN
 Head-EEE

Page 2 of 3
PRINCIPAL
 AALIM MUHAMMED SALEGH
 COLLEGE OF ENGINEERING


Principal
Prof. Dr. S. SATHISH
 B.E., M.E., Ph.D.
 PRINCIPAL
 AALIM MUHAMMED SALEGH
 COLLEGE OF ENGINEERING
 MUTHAPUDUPET, MF-AVA
 CHENNAI 600 056

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	
Prof. Dr. S. Sathish	Principal	Chairman	 19/07/22
Prof. Dr. M. Afzal Ali Baig	Professor & Head – Civil Engineering	Senior Faculty Member	 14/07/22
Assoc. Prof. Dr. M. Amanullah	Head – IT	Senior Faculty Member	 14/07/22
Asst. Prof. G. Sulthana Begam	Head – CSE	Senior Faculty Member	 16/07/22
Assoc. Prof. Dr. A.S. Salma Banu	Head – ECE	Senior Faculty Member	 14/07/22
Asst. Prof. M.S.Rajan	Head – EEE	Senior Faculty Member	 14/07/22
Asst. Prof. Ayaz Ahmed	i/C Head – Mechanical Engineering	Member	
Dr. K. Suresh Kumar	Assoc. Prof. – S&H	Member	 14/07/22




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Nizara Educational Campus, Muthapudupet, IAF Avadi, Chennai - 600 055



Lr.No: AMSCE/Circular/IQAC/02

16/12/2022

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 2nd Internal Quality Assurance Cell (IQAC) Meeting will be held on 20/12/2022 (4.00 P.M to 5.30 P.M) in the IQAC Chambers.

Agenda

- ❖ Strategy to improve Admissions for Academic Year 2023-2024
- ❖ New Course for Academic Year 2023-2024

All the Members are cordially invited to attend the meeting in order to improve the Quality of Teaching - Learning process of our Institution.



*Sathish
16/12/2022*

Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAF-AVADI
CHENNAI - 600 055

Copy to:

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- ii. The Members of the IQAC
- iii. IQAC File

Sathish
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING

AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	20.12.2022 & 4.00 p.m to 5.10p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
		03	
			IQAC Chambers

1.Meeting Objectives

Strategy to improve Admissions for Academic Year 2023-2024

New Course for Academic Year 2023-2024

2.Members Present

Janab Shaik Athaullah – Trustee Administrator

Prof. Dr. S. Sathish – Principal

Prof. Dr. N.R. Shanker – IQAC Director

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. M.S.Rajan – Head/EEE, Asst.Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. Dr. M. Prabu/CSE, Asst. Prof. Dr. E. Ganesh/CSE, Asst. Prof. A. Duraibabu/ECE, Asst. Prof. M.F. NazeerAhamed/Civil Engineering

3.Agenda and Notes, Discussion, Decision and Solutions

Topics	Discussion
Introduction	Principal welcomed all the members present for the meeting
Strategy to improve Admissions for Academic Year 2023-2024	<ul style="list-style-type: none"> ❖ Admissions of the Last three Academic Years was discussed. ❖ Prof. Dr. N.R. Shanker suggested to find the reason for shortfall in Admissions, especially in highly demand courses such as CSE, IT and AI-DS. ❖ There is a shortfall in Lateral Entry Admissions,when compared to last Academic Year. ❖ Prof. Dr. N.R. Shanker suggested the Head of the Departments to find the Solution to improve the Admissions for the Academic Year 2023-2024. ❖ Prof. Dr. N.R. Shanker suggested to fill 50% Admissions Seats by Faculty Members of College and remaining 50% by Trust Members.



New Course for
Academic year 2023-
2024

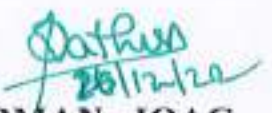


- ❖ All the Head of the Departments must take responsibility to fill their lapsed Seats and 10% Seats by Second year Lateral Entry Admissions for forthcoming Academic year.
- ❖ All the Head of the Departments to interact with Head of the Department of other Polytechnic Colleges and get permission to Organise One Week Internship for their Students.
- ❖ Department of Mechanical Engineering to Organise One Week Internship on 3D Printing for Polytechnic College Students.
- ❖ To utilise the Lab Instructors for One Week Internship for Polytechnic College Students.
- ❖ Internship Brochure to be circulated to Polytechnic Colleges at the earliest.
- ❖ The Concession in Tuition Fees for the Students to be given as Hon'ble Dr. S. M. Shaik Nurddin Scholarship.
- ❖ To convene Meeting with Prof. Dr. N. Prabhakaran to discuss Admissions for forthcoming Academic Year.
- ❖ All the Departments must improve their Academic activities such as Industrial Visits, Guest Lectures, Workshops and must frequently upload the details in Social Media.
- ❖ Prof. Dr. N.R. Shanker explained the Demand for B.E. - Computer Science and Engineering (Cyber Security) Course for next 20 years.
- ❖ All the Members unanimously accepted the introduction of New Course B.E. - Computer Science and Engineering (Cyber Security) with intake of 30 Students for the Academic year 2023-2024.
- ❖ All the Members of IQAC accepted to reduce the Sanctioned Intake of 60 Students to 30 Students in the Department of Mechanical Engineering for the Academic year 2023-2024.
- ❖ Prof. Dr. N.R. Shanker insisted the Faculty Members to undergo NPTEL Course related to CSE, AI-DS and Cyber Security and must earn 18 Credits.

Conclusion

The meeting ended with thanks


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AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING


CHAIRMAN - IQAC
Prof. Dr. S. SATHISH
B.E., M.E., Ph.D.,
PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING
MUTHAPUDUPET, IAP-VAADI

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Janab Shaik Athaullah	Trustee Administrator	Management	<i>Ghameh</i>
Prof. Dr. S. Sathish	Principal	Chairman	<i>Sathish</i> 20/12/22
Prof. Dr. N.R.Shanker	Professor – CSE	Director - IQAC	<i>Shankar</i> 20/12/22
Prof. Dr. M. Afzal Ali Baig	Professor & Head - Civil Engineering	Senior Faculty Member	<i>Afzal</i> 20/12/22
Prof. Dr. S. Arif Abdul	Professor & Head - IT	Senior Faculty Member	<i>Arif</i> 20/12/22
Prof. Dr. A.S. Salma Banu	Assoc. Professor & Head - ECE	Senior Faculty Member	<i>Salma</i> 20/12/22
Er. M.S.Rajan	Asst. Professor & Head – EEE	Senior Faculty Member	<i>Rajan</i> 20/12/2022
Dr. S. Ramkumar	Asst. Professor & Head - Mechanical Engineering	Senior Faculty Member	<i>Ramkumar</i> 20/12/22
Dr. M. Prabu	Asst. Professor - CSE	Member	<i>M. Prabu</i> 20/12/22
Dr. E. Ganesh	Asst. Professor - CSE	Member	<i>E. Ganesh</i> 20/12/22
Er. A. Duraibabu	Asst. Professor - ECE	Member	<i>A. Duraibabu</i> 20/12/22
Er. M.F. Nazeer Ahamed	Asst. Professor - Civil Engineering	Member	<i>Nazeer</i> 20/12/22




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(Approved by All India Council for Technical Education, New Delhi)

(Affiliated to Anna University, Chennai - 600 025)

NAAC B+ Accredited Institution

Nizara Educational Campus, Muthapudupet, Avadi IAF, Chennai - 600 055



Lr.No: AMSCE/Circular/IQAC/03

08/02/2023

IQAC MEETING CIRCULAR

All the Members of the IQAC are hereby informed that the 3rd Internal Quality Assurance Cell (IQAC) Meeting will be held on 11/02/2023 (12.00 P.M to 1.00 P.M) in the IQAC Chamber.

Agenda

- ❖ Annual & Sports Day
- ❖ National Level Technical Symposium
- ❖ Academic Activity Plan for Even Semester 2022-2023

All the Members are cordially invited to attend the meeting in order to improve the Quality of Learning-Teaching process of our Institution.



Sathish
08/02/2023

Chairman

IQAC

Prof. Dr. S. SATHISH

B.E., M.E., Ph.D

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MUTHAPUDUPET, IAF-AVADI
CHENNAI 600 055

Copy to:

- i. The Secretary and Correspondent - for kind information
- ii. The Members of the IQAC
- iii. IQAC File

Sathish
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AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI – 600055

MINUTES OF MEETING

AGENDA	Academic Activity Plan		
DATE & TIME	11.02.2023 & 12.00 p.m to 1.00 p.m	DEPARTMENT	All Departments
PREPARED BY	Asst.Prof. M.S.Rajan	NO. OF PAGES	VENUE
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VENUE			
IQAC Chambers			

1.Meeting Objectives

Annual & Sports Day
 National Level Technical Symposium
 Academic Plan for Even Semester 2022-2023

2.Members Present

Prof. Dr. S. SATHISH – Principal

Department Members

Prof. Dr. M. Afzal Ali Baig – Head/Civil Engineering, Asst. Prof. Dr. S. Ramkumar – Head/Mechanical Engineering, Asst. Prof. M.S.Rajan – Head/EEE, Assoc. Prof. Dr. A.S. Salma Banu – Head/ECE, Asst. Prof. G. Sulthana Begam – Head/CSE, Prof. Dr. S. Arif Abdul Rahman – Head/IT, Asst. Prof. M.F. Nazeer Ahamed

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present for the meeting
Annual & Sports Day National Level Technical Symposium	<ul style="list-style-type: none"> ❖ The Members of IQAC have decided to organize Annual & Sports Day on 15.04.2023 and National Level Technical Symposium on 16.03.2023.
Academic Plan for Even Semester 2022- 2023 – III rd Year and IV Year Students	<p align="center"><u>Academic Schedule for Second year, Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Commencement of Classes is on 06.02.2023 ❖ Last Working Day is on 12.05.2023 ❖ Commencement of Practical Exam is on 15.05.2023 ❖ Commencement of Theory Exam is on 26.05.2023 ❖ Re-opening Day for Odd Semester 2023-2024 is on 31.07.2023 <p align="center"><u>Third year and Final year Students</u></p> <ul style="list-style-type: none"> ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023


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Academic Plan for
Even Semester 2022-
2023 - IInd Year
Students



- ❖ Internal Test I to be conducted from 06.03.2023 to 13.03.2023
- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Internal Test II to be conducted from 05.04.2023 to 11.04.2023
- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023
- ❖ Model Exam to be conducted from 05.05.2023 to 12.05.2023

Second year Students

- ❖ Class Committee Meeting I is Scheduled on 02nd and 03rd March 2023
- ❖ Class Test I to be conducted from 06.03.2023 to 13.03.2023

Portions for Class Test I - 1st Unit

Duration - 1 Hour

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Internal Test I to be conducted from 27.03.2023 to 03.04.2023

Portions for Internal Test I - 2.5 Units

Duration - 90 Minutes

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 16 = 32 Marks

1 x 8 = 8 Marks

Total Marks : 50 Marks

- ❖ Class Committee Meeting II is Scheduled on 03rd and 04th April 2023
- ❖ Class Test II to be conducted from 24.04.2023 to 02.05.2023

Portions for Class Test I - 2.5 Units to 3.5 Units

Question Paper Pattern

Part A : 5 x 2 = 10 Marks

Part B : 2 x 10 = 20 Marks

Total Marks : 30 Marks

- ❖ Class Committee Meeting III is Scheduled on 02nd and 03rd May 2023
- ❖ Internal Test II to be conducted from 05.05.2023 to 12.05.2023

Portions for Internal Test I - All 5 Units

Maximum Marks - 100 Marks

Conclusion

The meeting ended with thanks

PREPARED BY

M.S. RAJAN

A P J E E E

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COLLEGE OF ENGINEERING

Prof. D. SATHISH

B.E., M.E., Ph.D.,

PRINCIPAL

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CHENNAI



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING
AVADI - IAF, CHENNAI - 55



ANTI-RAGGING COMMITTEE MEETING CIRCULAR

Lr.No: AMSCE/ANTI-RAGGING /CIRCULAR/2023--2024/01

03/10/2023

All the Members of the Anti-Ragging Committee are hereby informed that the Anti-Ragging Committee Meeting will be convened on 6th October 2023, at 12.00 noon in the Principal Chamber.

Agenda

1. Constitution of Anti ragging committee.
2. Anti-ragging squads to maintain vigil, oversight and patrolling functions.

All the Members are cordially invited to attend the meeting.



Shanku NR
3/10/23

Dr. N.R. Shanker

PRINCIPAL

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S&H/CPD Cell/Library/Physical Education
Principal File, Office Copy,

Prof. Dr.N.R. SHANKER
PRINCIPAL
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All Committee Members:

1. Dr. K.Suresh kumar - Co- Convener
2. Dr. S. Ram Kumar - Head/ Mech. Engg.
3. Ms. Bhuvanewari Raja - Teaching Faculty Member
4. Ms. U. Subathra - Deputy Warden / Girls Hostel
5. Mr. Sagul Hameed - Care Taker / Boys Hostel
6. Mr. Babu S - Office Superintendent

NR
PRINCIPAL
AALIM MUHAMMED SALEGH
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AVADI –IAF, CHENNAI-600055.

Anti-Ragging Committee / Minutes of Meeting

AGENDA	Anti-Ragging Meeting		
DATE & TIME	06.10.2023 at 12.noon	DEPARTMENT	Anti-Ragging Committee
PREPARED BY	Dr. K.Suresh Kumar Asso.Prof/ Physics	VENUE	Principal Chamber

1.Meeting Objectives

To curb the menace of Ragging.

2.Members Present

Dr. N.R. Shanker - Chairman, Dr. S. Ram Kumar- Member, Dr. K. Suresh kumar - Member, Ms. Bhuvanewari Raja – Member, Ms. U. Subathra- Member, Mr. S. Balaji- Member, Mr. M. Mohamed Hasan - Member, Ms. S. Meera, Mr.Sagul Hameed - Member Mr.S. Babu - Member

3.Agenda and Notes, Decision, Discussions and Issues

Principal welcomed the members of the Anti-Ragging Committee.

1. Constitution of Anti ragging committee headed by Head of Institution and consisting of representatives of civil and public administrations, NGOs, Faculty, Parents, students and non-teaching staff.
2. Anti-ragging squads to maintain vigil, oversight and patrolling functions. The Squads have to make surprise visits on hostels, and other places vulnerable for ragging activities. Reports on the visits have to be made by the members of the squad.



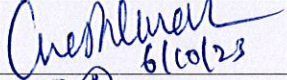
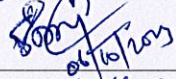
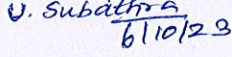
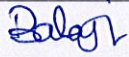

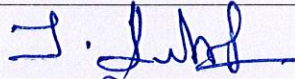

Conclusion: The meeting concluded at 12.45 p.m by giving assurance that “our campus will be a Ragging free campus”.




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The following members were present in the Anti Ragging committee meeting held on 06.10.2023 at 12.noon at Principal's Chamber.

ANTI RAGGING COMMITTEE MEMBERS

S.No.	NAME	ROLE	SIGNATURE
1	Dr. N.R. Shanker	Chairman	
3	Dr. S. Ram Kumar	Head of the Department	
4	Dr. K. Suresh kumar	Head of the Department	
5	Ms. Bhuvaneswari Raja	Teaching Faculty Member	
6	Ms. U. Subathra	Deputy Warden / Girls Hostel	
7	Mr. S. Balaji	Student Representative	
8	Mr. M. Mohamed Hasan	Student Representative	
9	Mr. Sagul Hameed J	Care Taker / Boys Hostel	
10	Mr. Babu S	Office Superintendent	



Dr. N.R. Shanker

PRINCIPAL

Prof. Dr.N.R. SHANKER
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CAREER PLANNING DEVELOPMENT CELL COMMITTEE MEETING CIRCULAR

Lr. No: AMSCE/CPD CELL/CIRCULAR/2021-2022


23/08/2021

Agenda

Placement Training Programme for Final Year & Third Year

This is to inform you that all the Placement Committee Members to attend the Meeting for Regular Placement Training and Company specific Training. The meeting will be held on 24/08/2021 at 3.00 PM in our college IQAC. We request all the coordinators to attend the meeting without fail.




Prof. Dr. M. AFZAL ALI BAIG
PRINCIPAL
PRINCIPAL
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Trustee - Administrator
HOD's of CSE/EEE/ECE/IT/Civil/Mech/S&H/MCA/CPD Cell
IQAC /Library/Physical Education/Accts/Transport Supervisor
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MINUTES OF MEETING

AGENDA	Placement Training Programme for the Academic Year 2021-2022		
DATE & TIME	24.08.2021 & 3.00 pm to 4.00 pm	DEPARTMENT	All Departments of Engineering College
PREPARED BY	Prof. R. Ravi Kumar	NO. OF PAGES	VENUE IQAC
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1.Meeting Objectives

Regular Placement Training for Final Year and Third Year from 26/08/2021
 Company Specific Training programme for Final year Students.
 Attendance to be submitted to CPD Cell after completion of Training Programme

2.Members Present

PROF. DR. M. AFZAL ALI BAIG - Principal / Engineering College

Department Members

Prof. R. Ravikumar Head/CPD Cell, Asst. Prof. S. Rajesh Kanna EEE, Asst. Prof. P. Dhivya Bharathi IT, Asst.Prof. M. Mohammad Yousuf Mech, Asst. Prof. N. Aarthi CSE, Asst. Prof. V. Kalpana Civil, Asst. Prof. B. Nadheer Ahmed, Asst. Prof. K. Karthik – Trainer/CPD Cell, Mr. Bibin John – Placement Trainer CPD Cell, Mr. Rafeeq Ahmed – CPD Cell Assistant.

3.Agenda and Notes, Decision, Discussion and Issues

Topics	Discussion
Introduction	Principal welcomed all the members present for the Offline meeting
Strategies to improve the Training Programme	<ul style="list-style-type: none"> ❖ Regular Placement Training Programme will be conducted from 26/08/2021 onwards for the Third Year Students and for the Final Year Students will be conducted from 06/09/2021 onwards. ❖ NTT DATA & MPHASIS LTD Company Specific Training Programme for the Final Year BE – EEE/ECE/CSE & IT from 11/10/2021 to 12/10/2021 ❖ Compulsory Participation of final year and Third year students for Regular Training Programme and Company Specific Training for Final Year Students




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	<ul style="list-style-type: none"> ❖ Ensure that all the departments HOD'S to cooperate for the Training programme to be conducted smoothly ❖ The department coordinator are to be present in the Training session. The attendance is Compulsory and maintained by the Department Placement Coordinator. The overall Training programme attendance to be prepared by the concerned department after completion of entire programme and the consolidated attendance has to be handover to the CPD Cell.
Total No of Students with dept breakup for Training	ECE -33, CSE – 62, EEE – 27, IT – 14, TOTAL - 136
Resource Person for Training	<u>Third Year</u> M. Bibin John – Placement Trainer <u>Final Year</u> T. Karthik – Placement Trainer
Conclusion	Meeting ended with thanks

R. Ramakrishnan
Prepared by Head Cpd Cell

Apal
Principal
19/08/24
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COLLEGE OF ENGINEERING



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PRINCIPAL
AALIM MUHAMMED SALEGH
COLLEGE OF ENGINEERING

SIGNATURES OF THE MEMBERS PRESENT FOR THE MEETING:

Name of the Member	Designation	Category	Signature
Prof. Dr. M. Afzal Ali Baig	Principal	Chairman	
Prof. R. Ravi Kumar	Professor & Head/CPD Cell	Convener	
Mr. Rafeeq Ahmed	Placement Assistant /CPD Cell	Co-Convener	
Mr. S. Rajesh Kanna	Assistant Professor/EEE	Member	
Ms. P. Dhivya Bharathi	Assistant Professor/ IT	Member	
Mr. M. Mohammad Yousuf	Assistant Professor/Mech	Member	
Mr. B. Nadheer Ahmed	Assistant Professor/ECE	Member	
Ms. N. Aarthi	Assistant Professor/CSE	Member	
Mrs. V. Kalpana	Assistant Professor /Civil	Member	
Mr. T. Karthik	Placement Trainer/ CPD Cell	Member	
Mr. M. Bibin John	Placement Trainer/ CPD Cell	Member	




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