



MANAKULA VINAYAGAR INSTITUTE OF TECHNOLOGY

Kalitheerthalkuppam, Madagadipet, Puducherry - 605 107

INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

No: MVIT/IQAC/Circular/2023-24 /008

Date: 05-06-2024

This is to inform that the second IQAC meeting with External members is scheduled on **29th June 2024, Saturday at 10.30 AM** in the Conference room. All the members are requested to attend the meeting. Hods of all the Departments are requested to inform to their respective Department members and industry experts.

Agenda for the meeting:

1. Action Taken report of the previous IQAC meeting held on 27th Jan 2024.
2. AQAR(2022-23 A.Y) submission status.
3. Report of Achievements related to Academic, Competition, Placement & Research and Development in the academic year 2023-24.
4. Report of major activities conducted during the academic year 2023-24.
5. Review of 2023-24 action plan and Target achievement.
6. Activities related to SDG Goals.
7. Activities conducted by Professional Bodies.
8. Activities related to Community Outreach.
9. Activities related to Universal Human Values.
10. Activities for promoting Indian Knowledge System.
11. Discussion on Best Practices being followed and to be followed in the institution.
12. IQAC Action plan for the 2024-25 Odd semester.

P. Valli
5/6/24
IQAC COORDINATOR

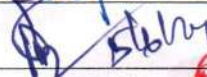
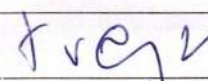
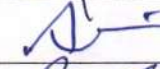
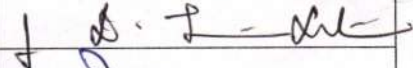
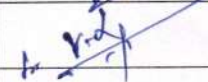
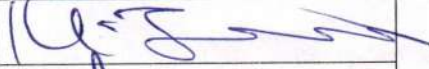
To

HoDs of all the Departments.
Dean(Academic).
Placement officer.
IQAC members.
Office.



Asst. Chair
IQAC CHAIR
5.1.24

COPY TO:

Sl.NO	DEPT	SIGN
1.	MECH	
2.	DEAN (ACADEMIC)	
3.	MBA	
4.	1 st YEAR	1.  2. 
5.	ECE	
6.	CSE	
7.	EEE	
8.	IT	
9.	RA	
10.	FT	
11.	IOT & AIML	
12.	R&D	
13.	PLACEMENT CELL	
14.	EXAM CELL	
15.	PRINCIPAL OFFICE	



MANAKULA VINAYAGAR

INSTITUTE OF TECHNOLOGY

Approved by the AICTE, New Delhi - Affiliated to Pondicherry University
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Kalitheerthalkuppam, Puducherry - 605 107
Ph: 0413 2643007 / Website: www.mvit.edu.in



INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting held on 29th June 2024

Second meeting of IQAC with External members was held on 29th June 2024 at 10.30 am in the Board Room for the academic year 2023-24.

The following members were present:

1.	Dr. S. Malarkkan, Principal		IQAC Chair
2.	Dr. R. Valli, Head (R&D)	-	IQAC Coordinator
3.	Dr.N.Alagumurthi Professor & Head, Department of Mechanical Engineering Puducherry Technological University	-	Academic Peer
4.	Mr.Saravana Ganesh Specialist IoT LTI-Larsen & Tourbro, Infotech COE – Azure IoT Developer Specialty Certified Community Lead-International speaker, Chennai	-	Industry Member
5.	Mr.S.Santoshkumar General Manager, Vell Biscuits (P) Limited, Puducherry	-	Industry Member
6.	Mr.R.Samivel Assistant Manager-Design, L&T Rubber Processing Machinery, Vedal Village Highway, Kanchipuram, Tamilnadu	-	Industry Member
7.	Ms.Nandhini Sr.Executive Officer, Accounts & Finance, TANFAC, Cuddalore	-	Industry Member
8.	Dr.B.Radjaram, Professor and Head/Mech	-	Member
9.	Dr.C.Shanmugasundaram, Professor and Head/EEE	-	Member
10.	Dr.S.Arunmozhi, Professor and Head/ECE	-	Member
11.	Dr.S.Pariselvam, Professor and Head/CSE	-	Member
12.	Dr.P.Sivakumar, Professor and Head/IT	-	Member
13.	Dr.G.Renuka Devi, Professor and Head/RA	-	Member
14.	Mr.R.Raj Bharath, Associate Professor & Head(i/c) /CSE(IoT)	-	Member
15.	Dr.D.Tiroutchelvame, Professor and Head/FT	-	Member
16.	Dr.P.Baskaran, Professor and Head/MBA	-	Member
17.	Prof.M.Sumithra, First Year Coordinator	-	Member
18.	Dr.M.Jayekumar, Placement Officer	-	Member



19.	Dr.Meiappan,Professor/IT Exam Cell Coordinator	-	Member
20.	Dr.S.Vaitheeswaran, Associate Professor/MBA,EDC Cell Coordinator	-	Member
21.	Ms.R.Vithiya,AP/ECE	-	Member
22.	Mrs.R.Priya, AP/EEE	-	Member
23.	Mr.B.Vasanth, AP/Mech	-	Member
24.	Ms.Pesha,AP/RA	-	Member
25.	Mr.V.Kumaraguru,AP/IoT	-	Member
26.	Ms.Suganetham,AP/AIML	-	Member
27.	Ms.Ravichandran,AP/Maths	-	Member
28.	Dr.R.BaghyaNisha,AP/FT	-	Member
29.	Mr.Akalya, AP/MBA	-	Member
30.	Dr.Sofia, AP/ECE	-	Member
31.	Ms.R.Varalakshmi,AP/CSE	-	Member
32.	Ms.Punitha,AP/IT	-	Member
33.	Dr.K.Sedhuraman,AP/EEE	-	Member
34.	Mr.A.Thiagarajan,AP/MECH	-	Member
35.	Dr.BaigMansur,AP/MBA	-	Member
36.	Mr. M.Velmurugan –Batch: 2013-2017(ECE)	-	Alumni Member
37.	Ms.SaiSaranya– Batch: 2015-2019(CSE)	-	Alumni Member
38.	M. Abilash – Batch: 2016-2020(EEE)	-	Alumni Member
39.	R. Dineshkumar – Batch: 2011-2013 (MBA)	-	Alumni Member
40.	A. Vijay Augustin – Batch: 2011-2013 (MBA)		Alumni Member
41.	Srinithi K Valliappan,III/ECE	-	Student Member
42.	Bhuvaneshwaran,IV/CSE	-	Student Member
43.	Yuvapriya, IV/IT	-	Student Member
44.	Saravanan.V, IV/EEE	-	Student Member
45.	A.MohammedImthiyas,IV/MECH	-	Student Member
46.	S.Soban,IV/RA	-	Student Member



47.	Yazhini.P,IV/FT	-	Student Member
48.	M.Y.Shahanas,IV/IoT	-	Student Member
49.	Nesapriyan.K,III/AIML	-	Student Member
50.	Sofia Mehake,II/MBA	-	Student Member

The IQAC chairperson welcomed all the members of the IQAC team.

Points Discussed:

- Dr. R. Valli, coordinator IQAC, acknowledged the gracious presence of IQAC members and submitted the following agenda for the discussion.
 1. Action Taken report of the previous external IQAC meeting held on 27th Jan 2024
 2. AQAR (2022-23 A.Y) submission
 3. Major activities conducted in 2023-24 A.Y
 4. Review of 2023-24 Action Plan – Completion Status
 5. Activities conducted by Professional Bodies
 6. Activities related to Community outreach
 7. Activities related to SDG Goals
 8. Activities related to Universal Human Values
 9. Activities for promoting Indian Knowledge System
 10. IQAC Action plan for the 2024-25 ODD semester

Agenda 1:

Action taken report of the previous external IQAC meeting held on 27th Jan 2024

IQAC coordinator presented the action taken report for the suggestions given by the members of the IQAC, in the meeting held on Jan 27, 2024. The report outlined the measures and steps taken by the institution in response to the suggestions put forward by external members.

Agenda 2:

AQAR (2022-23 A.Y) Submission

The IQAC coordinator informed that, the AQAR for the Academic Year 2022-23 was completed and submitted on February 20, 2024. The report was opened for editing based on the comments from the NAAC. She has also mentioned that the updated AQAR was submitted on April 25, 2024.

Agenda 3 & 4:

Major activities conducted in 2023-24 A.Y and review of 2023-24 Action Plan completion status.

The Graduation Percentage of the 2023 Batch and the University Examination Results of the 2023-24 Odd Semester were presented during the meeting.



Graduation percentage for the 2019-2023 Batch

Department	Overall		
	No. Of students	No. of students completed the course	Graduation %
EEE	37	35	94.59
ECE	86	84	97.60
CSE	106	102	96.22
IT	88	86	97.72
MECH	36	29	80.55
MBA	116	115	99.00
TOTAL	469	451	96.16

- Student's developmental initiatives such as Value-Added Courses, Industrial Visits, Guest Lectures and Special lectures organized by various departments were presented in the meeting.

Department	VAC	No of Industrial Visits	No of companies visited for Internships/ Inplant Training	No of Guest Lectures	No of special lectures
ECE	6	5	8	6	32
CSE	8	6	5	6	52
IT	7	3	14	9	36
Mech	6	5	2	10	24
EEE	6	6	20	6	27
R & A	6	4	10	6	24
FT	6	11	10	6	26
IOT	6	4	7	6	29
AI&ML	4	3	3	4	16
S&H	10	6	-	6	32
MBA	4	3	2	4	22
TOTAL	69	56	83	69	320

- Student's developmental initiatives such as Internal/External workshops, IPR Related programs, and research methodology programs organized by various departments were also presented in the meeting.

Department	No of Workshops	No. of IPR related programs	No. of Research Methodology Programs
ECE	9	3	3
CSE	11	1	2



IT	8	2	2
Mech	03	2	2
EEE	6	2	2
R & A	5	2	2
FT	4	2	2
IOT	4	2	2
AI&ML	7	2	1
S&H	7	2	1
MBA	6	2	1
TOTAL	70	22	20

- No of MoU signed: 11

Sl. No.	Name of the Industry/organization with whom MoU signed	Date of signing
DEPARTMENT OF CSE		
1	Karki Mobility Services Pvt. Ltd, Chennai	11.10.2023
2	8 Queens Software Technologies Pvt. Ltd., Chennai	28.10.2023
3	VPS code builders Pvt. Ltd, Pondicherry.	06.02.2024
DEPARTMENT OF ECE		
4	German Academy of Digital Education	12.12.2023
DEPARTMENT OF IoT		
5	Cyber Heals	31.07.2023
DEPARTMENT OF FT		
6	Mycoblooms Agrotech Laboratory, Coimbatore	16.10.2023
7	Datanerdz.AI, Puducherry	25.03.2024
7	eSales Software Solutions	03.04.2024
9	Career Craft Academy	03.04.2024
DEPARTMENT OF MANAGEMENT STUDIES		
10	Aetram Groups of Companies	28.11.2023
DEPARTMENT OF RA		
11	You Can Fly	07.02.2024

Achievements related to R&D

- Faculty members' contributions on research publications, conferences, book chapters, and patents were discussed in the meeting.

Department	No of Journals Published	No of National/ International Conference	No of Book Chapters
ECE	14	9	2
CSE	16	9	2
IT	29	5	-
Mech	2	5	-



EEE	8	12	3
RA	4	5	-
FT	1	-	1
IOT	6	1	-
AI&ML	-	3	2
S&H	7	2	5
MBA	9	1	4
TOTAL	96	52	19

Patent Details

IPR	Filed	Granted
Product Patents	48	07
Design Patents	123	118
Copy Rights	07	07

- The 5th IEEE Sponsored International Conference on System, Computation, Automation and Networking (ICSCAN) conducted on 17th and 18th Nov 2023 and all the presented papers were indexed in IEEE Xplore on 27th Jan 2024. The 6th IEEE Conference ICSCAN-24 is proposed to be conducted in the last week of December 2024.

Proposals Sanctioned:

- The Institution of Engineers (India), Puducherry State Center under the aegis of Computer Science Engineering Division Board IE(I) in association with Department of Information Technology, Manakula Vinayagar institute of Technology, organized one day Workshop on "Machine Learning Concepts and Applications" on Friday, 24th November 2023 with the funding of Rs.30,000/-
- The Institution of Engineers (India), Puducherry State Center under the aegis of Mechanical Engineering Division Board IE(I) in association with Department of Mechanical Engineering, Manakula Vinayagar institute of Technology, Puducherry organized Two days All India Seminar on "Advances in Nanotechnology for Sustainable development" on 04.09.2023 & 05.09.2023 with the funding of Rs.50,000/-
- The Institution of Engineers (India), Puducherry State Center under the aegis of Metallurgical Division Board IE(I) in association with Department of Mechanical Engineering, Manakula Vinayagar institute of Technology, Puducherry organized Two days All India Seminar on "Advanced Materials: Synthesis, Characterization and Applications" on 06.10.2023 & 07.10.2023, with the funding of Rs.50,000/-
- The Institution of Engineers (India), Puducherry State Center under the aegis of CPDB in association with Department of CSE(IOT&AIML), Manakula Vinayagar institute of Technology, Puducherry organized Two days All India Seminar on "Challenges and Mitigation strategies for SDG – 13 – EMERGING TRENDS IN IoT COMBAT CLIMATE ACTION" on 24.07.2023 & 25.07.2023 with the funding of Rs.50,000/-



Details of Placement during the A.Y 2023-24

NO OF STUDENTS PLACED									
ECE	CSE	IT	MECH	EEE	FT	RA	IOT	MBA	TOTAL
71	98	81	40	25	22	17	17	104	475

Other important Matters

- The activities under various cells/clubs, including Career Guidance Cell, Entrepreneurship Development Cell, Institute Innovation Council, NSS Cell, Alumni Cell, Women Empowerment Cell, ICC/POSH Cell, Anti-Ragging Cell, Maths Club, Language Club, Cultural Club, Sports Club, etc., were presented during the meeting.
- The presentation in the meeting included a discussion of various commemorative days celebrated, along with activities conducted in alignment with the Sustainable Development Goals (SDGs)

Agenda 5:**Activities conducted by Professional Bodies**

The various activities conducted under clubs/Committees/Chapters were also presented in the meeting. IQAC Coordinator highlighted that, our institution is an active member of various professional bodies/chapters and conducting more number of activities for the benefit of students and faculty. This has been adopted as one of the best practices of our institution.

Agenda 6:**Activities related to Community outreach**

The various activities conducted by our institution under UBA cell include,

- Self-employment training program on "Phenoil and Soap Oil making" was conducted in Thiru Kanchi Village on 10th Feb 2024. Around 50 women from self-help groups got benefitted out of this programme.
- The same program was conducted in Manadipet Village on 17th Feb 2024 and Embalm Village on 27th Feb 2024 in which around 100 women participated.
- Self-employment training program on "Sambrani making" was conducted in Kuruvintham Village on 23rd March 2024.
- The summer camp for the kids of employees of Lucas TVS, "Eureka-24" was conducted from 6th May to 2nd June 2024. Around 62 kids in the age group of 6-8 and 9-13 participated in the camp. Classes on STEM Toys, Robotics, Vedic Maths, Spoken English, Science, Computer and Animation were handled by the faculty members of the UBA cell under the headship of Dr.R.Valli, UBA Coordinator.



Other Extension Activities:

- Awareness Program on Cybersecurity and cybercrime by II-year ECE students of 2022-2026 Batch was conducted in the following Schools on 01.03.2024
 - Radha English Higher Sec. school, Ariyankuppam, Puducherry
 - National English High School, Thavalakuppam, Puducherry
 - St. Patrick Higher Secondary School, Puducherry
 - Seventh Day Adventist Higher Secondary School, Puducherry
 - Amita Vidyalayam, Puducherry
 - V.O.C Govt. Higher Secondary School, Puducherry
 - Thiru.V.Ka Govt High School, Puducherry
 - Immaculate Heart of Mary Girls Higher Secondary School
 - Amalorpavam Lourd Academy, Puducherry
 - Amita Vidyalayam, Puducherry
- Awareness Program on Cybersecurity and cybercrime by II year ECE students of 2022-2026 Batch was conducted Achariya shiksha mandir, Puducherry on 17.02.2024.
- K. Ramprasath, IIYr ECE Department of ECE participated in Polio Drops Camp on 03.03.2024 as volunteer.
- The students of Department of Food Technology visited the Govt. Higher Secondary School, Valavanur, Sacred Heart Central School, VPS Matriculation School, and Conifer Matriculation School, Villupuram on 19th Jan 2024, Kalaignar Karunanidhi Govt. Hr. Sec.School, Madagadipet on 29th Jan 2024 to create awareness about food safety and nutritious food.
- Dr.V.Govindan/ASP/R&A conducted a Workshop on "Industrial automation and DOBOT" at Koliyanur Govt. Higher Secondary School on 11.10.2023.
- Ms.D.Jasmine Susila, AP/RA conducted a workshop on "Hands-on Training on Robots" for Higher Secondary students of Don Bosco Matriculation Higher Secondary school, Pondicherry on 29.11.2023.
- Jagadheesh.A, IV-year, R&A student received Best NSS Volunteer Award for his continuous contribution towards the community activities.

Agenda 7:

Activities related to SDG Goals

- A separate SDG tab has been included on the institution's website, providing brief descriptions of various activities planned to meet each SDG target.
- To plan activities for each SDG goal, a separate team of faculty members have been appointed and they carry out various activities related to their allotted SDG.



Agenda 8:

Activities related to Universal Human Values

Review of Universal Human Values - II Modules and Activities Planned/Conducted

- The IQAC coordinator provided the information regarding the review process being followed to improve the effectiveness of teaching Universal Human Values-II by the faculty members. She also mentioned that the review process is being carried out by Principal and Dr.S.Arunmozhi, Professor & Head, Department of ECE.

The following modules have been reviewed till date:

- Module –II – Harmony in Human Being
Completed by Mrs.R.Priya, AP/EEE on 18th April 2024
- Module –III – Harmony in Family
First Half - Completed by Ms.Zarena Begum, AP/ECE on 22nd April 2024

Agenda 9:

Activities for promoting Indian Knowledge System

IKS Connect – Series I

- This session aims to explore the profound impact and contemporary applications of traditional Indian knowledge in diverse fields.
- This session is scheduled from 2nd July 2024 (Every Week on Tuesday, Thursday) and will be delivered by the faculty members of various departments in their domain with relevance to IKS. All faculty members are invited to attend the series.

Agenda 10:

IQAC Action plan for the 2024-25 Odd & Even semester

- The IQAC's action plan for the 2024-25 Odd & Even semester was presented in the meeting, outlining specific targets for each department under different categories. Departments were requested to prepare their department action plans as per the target and outcomes specified by the IQAC.

Suggestions by IQAC Members

Suggestions by Dr.N. Alagumurthi, Professor & Head, Department of Mechanical Engineering, Puducherry Technological University

- During the IQAC meeting, Dr. N. Alagumurthi appreciated the IQAC team for its efforts in maintaining quality benchmarks in all aspects, including admissions, graduation percentage, university examination results, academic achievements and activities. He also mentioned that the Institution is focusing on its growth in 360 Deg as its evidenced



from the action taken report presented by the IQAC coordinator on all the suggestions given by the IQAC members in the previous meeting held on 27th Jan 2024.

- He suggested that, the Institution may try for setting up a centre named "Excel through Material and Transformation through Innovation" (TIME). This center could function as a museum, showcasing various types of materials and its characteristics which can be used for varied applications.
- He also suggested that, the faculty members and the institution can take efforts to apply for more number of awards and achievements in order to stand as unique Institution.

Suggestions by Mr.S.Santoshkumar, General Manager, Vell Biscuits (P) Limited, Puducherry

- The activities under the ICC/POSH cell can be expanded to include more awareness campaigns, workshops, and training sessions focusing on promoting a safe and conducive environment. This could involve regular sessions on gender sensitization, legal frameworks related to workplace harassment, and effective grievance mechanisms.

Suggestions by Ms. Nandhini, Sr. Executive Officer, Accounts & Finance, TANFAC, Cuddalore

- She appreciated the faculty team facilitate active participation of students in various competitions and conduction of various activities by cells and clubs. She expressed her happiness for having noted that regular IPR-related programs are being conducted by the Institution for the benefit of students and faculty and also its outcomes.
- She also suggested to form a committee "Mental well-being committee" to arrange programs such as Yoga to improve the mental well being of the students and staff.
- She also suggested to arrange for Artificial Intelligence related short term programs for the other domain students.

Suggestions by Mr. Abilash, (2015-2019 Batch), Alumni

- Mr. Abilash suggested that Computer Science branch students should pursue courses on SAP and Salesforce, and obtain Sales force Administrator certification through specialized training programs. He also recommended that training programs on Data Analytics and Python programming which could enhance students' prospects for better placements significantly.
- He also suggested that the Placement cell can facilitate and guide the students to be prepared for taking up jobs in product-based companies rather than the service based companies.



Suggestions by Mr.Dineshkumar, Supply Network Specialist, Caterpillar Inc, MBA Alumni (2011-2013)

- He suggested that interested MBA students could be categorized separately, and specific tailor-made courses can be offered to them. The courses such as Basic Excel with SQL, Power BI, and Tableau will enhance the data analytics capability of the students and help them find a place in the job market.

Suggestions by Mr.Vijay Augustin, Senior Executive HR, Modine Thermal Systems Pvt. Limited., MBA Alumni (2011-13 Batch)

- He suggested that the mechanical engineering students can undergo training in CATIA, SolidWorks, and related areas to strengthen their qualifications for core company placements.
- It is recommended that for MBA students, training on Labour Law and Administrative Law may be arranged to deepen their understanding on legal frameworks essential for effective management roles. Such training would provide them with insights into labour regulations, employment practices, and administrative procedures crucial for navigating organizational challenges and ensuring compliance with legal requirements.

Suggestions by Ms.Saisaranya, CSE Alumni (2015-2019 Batch)

- Students should be encouraged to take up the real time challenges being faced by the industries as projects and try to develop the solutions.
- These projects not only will enhance students' problem-solving abilities and technical skills but also foster collaboration with industry professionals, expanding their professional network and chance of placement.

Suggestions by Mr.Sajeetharan, Microsoft, MBA Alumni (2011-13 Batch)

- He appreciated the students for their active participation in various hackathons, and insisted to encourage them to participate in hackathon organized by Microsoft.

2. Va. 3/7/24
IQAC COORDINATOR

Copy to:

1. All the members
2. IQAC office



[Signature]
IQAC CHAIR

03.7.24

PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY
KALITHEERTHALKUPPAM,
PUDUCHERRY-605 107.



MANAKULA VINAYAGAR

INSTITUTE OF TECHNOLOGY

Approved by the AICTE, New Delhi - Affiliated to Pondicherry University
Accredited by NAAC WITH 'A' Grade and NBA (National Board of Accreditation)
Kalitheerthalkuppam, Puducherry - 605 107
Ph: 0413 2643007 / Website: www.mvit.edu.in



INTERNAL QUALITY ASSURANCE CELL

Action Taken report for the IQAC Meeting held on 27th Jan 2024

S.No	Suggestion by IQAC members	Action Taken																										
1	Faculty members' profile updation in the institution's website in an innovative manner	Updated each faculty profile with comprehensive information including academic qualifications, research interests, publications, and professional achievements. Introduced a standardized format for consistency across all profiles, ensuring clarity and completeness of information.																										
2	Value-added courses on niche areas can be conducted in collaboration with industries	<table><tr><th>Department</th><th>No of Value added courses</th></tr><tr><td>ECE</td><td>6</td></tr><tr><td>CSE</td><td>8</td></tr><tr><td>IT</td><td>7</td></tr><tr><td>MECH</td><td>6</td></tr><tr><td>EEE</td><td>6</td></tr><tr><td>RA</td><td>6</td></tr><tr><td>FT</td><td>6</td></tr><tr><td>IOT</td><td>6</td></tr><tr><td>AI&ML</td><td>4</td></tr><tr><td>S&H</td><td>10</td></tr><tr><td>MBA</td><td>4</td></tr><tr><td>TOTAL</td><td>69</td></tr></table> • Around 69 VAC were conducted in 2023-24 A.Y • Data Analytics using Python in Association with VEI Technologies PVT Ltd, Chennai from 15th Feb 2024 to 24th Feb 2024	Department	No of Value added courses	ECE	6	CSE	8	IT	7	MECH	6	EEE	6	RA	6	FT	6	IOT	6	AI&ML	4	S&H	10	MBA	4	TOTAL	69
Department	No of Value added courses																											
ECE	6																											
CSE	8																											
IT	7																											
MECH	6																											
EEE	6																											
RA	6																											
FT	6																											
IOT	6																											
AI&ML	4																											
S&H	10																											
MBA	4																											
TOTAL	69																											
3	Release of IQAC journal covering quality initiatives for educational excellence in HEI's with an ISBN number	• Steps are being taken																										
4	A separate hall provision in the central library for the establishment of	Dedicated Rack for Foreign Language Learning Books in Central Library																										

	"எண்ணும்எழுத்தும்" (Numerals and Alphabets) to promote the importance of language among students. A dedicated rack will be allocated within the Central Library specifically for Language Learning books, featuring diverse languages including French, Japanese, Russian, German, and others. The purchase of these books will be included in the Library Budget for the 2024-2025 Academic Year. This initiative aims to provide convenient access for students and faculty to resources that facilitate language acquisition and foster cultural understanding. The collection will include textbooks, grammar guides, dictionaries, and supplementary materials tailored to enhance proficiency and fluency in these languages, thereby enriching the academic and cultural experience within the college community. 2. Display of Multilingual Posters: Numbers and Simple Spoken Sentences  Activities Planned • Book Review • Language Exchange Programs • Guest Lectures and Talks • Community Outreach Conducting orientation sessions at the beginning of the academic year to introduce students to various digital language learning platforms such as Duolingo, Rosetta Stone, Babbel, Memrise, FluentU, and BBC Languages as a part of the Student Induction Training Program	
5	"IQAC Smile Please" place to feature albums showcasing past IQAC events • Displayed in IQAC Cell	
6	"We Meet": One faculty member and 3 to 4 students form a team to visit an identified company/industry once in a month. Around 40 companies are under the Memorandum of Understanding (MoU), and various activities are conducted under this agreement. To facilitate the intensity of the programs, the team "We Meet" will be formed starting from the	

		2024-25 academic year.
7	A PLAN Club can be created focusing on areas Protect Yourself, Law and Order, Archaeology and Nature Protection	
	P	First Aid Program and workshop on Traditional Martial Arts was conducted for the students. The initiative aimed to equip students with essential life-saving skills through hands-on training in First Aid techniques.
	L	ICC/POSH Cell is conducting programs to create legal awareness among the students. Legal awareness session was conducted by Mrs.Sunita Christina,Amirtham Social Trust,Karaikal.The session educated the students about their rights and responsibilities under the law.
	A	An archaeological visit to Auroville Botanical Garden, Pondicherry was arranged for first-year students to enhance their understanding of historical artifacts and cultural heritage.
	N	A drawing competition was organized for school students on World Environment Day. The event aimed to raise awareness about environmental conservation among the younger generation through creative expression.
8	• Workshops on Resume preparation and covering letter writing for final year students • Workshops on improving students' learning and listening skills • Sessions on the Importance of Formal Attire in Organizations for final year students • Professional presentation skills, covering effective email writing and PPT presentation preparation	A series of sessions and workshops are scheduled for IV-year students, each with a total strength of 438 participants. The first session, titled "Importance of Formal Attire in Organizations," will be conducted by Mr. Venkatesh from LSE Global Academy on 15th March 2024, in the Ground Floor Auditorium. Following this, on 23rd March 2024, Ms. Abarna from TNS India Foundation will lead a session on "Mastering Professional Presentations" in the Backside Auditorium. On 3rd April 2024, Mr. Thamizhselvan from TNS India Foundation will conduct a workshop on "Resume Writing" in the IBM Lab. Finally, a workshop on "Enhancing Students Learning & Listening Skills" will be facilitated by Ms. Aswini from LSE Global Academy on 22nd April 2024 in the Google Lab. Each of these

		sessions will span three hours.
9	Workshops for students on advanced programming languages for a minimum of two-weeks duration.	In collaboration with ICT Academy and Capgemini, certificate courses in Advanced C# and .NET Framework was conducted with a duration of 240 hours.
10	Pre-final and final year students assigned projects focusing on sustainable and green products.	All the projects have been mapped with SDGs.
11	Department of Robotics and Automation can arrange visits and training in pneumatic companies	II and III year R&A students participated in the Pneumatic and Drone Training organized by SAEISS – MWC at SRM University, Chennai on November 4, 2023, and April 21, 2024.
12	Workshops on Business Etiquette/ Time Management and Organizational Commitment	Special lectures on Business Etiquette and Time Management were successfully conducted for MBA students during the first week of June 2024. The lectures covered a comprehensive range of topics pertaining to business etiquette, including the significance of professional conduct in diverse business settings, effective communication strategies, and essential networking skills. Students also received guidance on business dining etiquette, which is integral to building strong professional relationships. Additionally, the sessions focused on time management techniques tailored for the demands of MBA students. Participants learned practical methods for prioritizing tasks, managing deadlines effectively, and optimizing productivity in their academic and future professional endeavors.
13	Workshops/Seminars on Company Laws and Regulatory Compliance	Proposed to conduct during 2024-25 Odd semester
14	SAP and Sales force related courses	To introduce students to SAP and provide them with foundational knowledge to start learning and utilizing SAP systems effectively, a guest lecture session titled "Unlocking SAP – Easy steps to get started" was conducted for III year students on 23 rd March 2024. Mr. Shankar Damodaran, Infosys, Chennai was the resource person.

R. J. S. 20/6/24
IQAC COORDINATOR

A. S. 28.6.24
IQAC CHAIR

Copy to:

1. All the members of IQAC
2. IQAC office



MANAKULA VINAYAGAR

INSTITUTE OF TECHNOLOGY

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Ph: 0413 2643007 / Website: www.mvit.edu.in



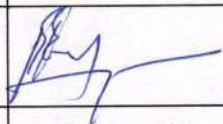
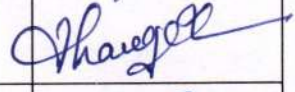
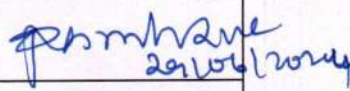
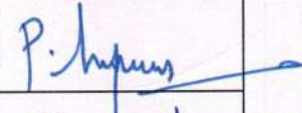
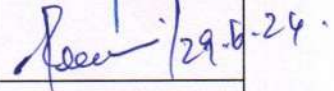
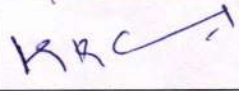
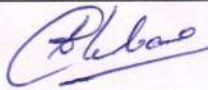
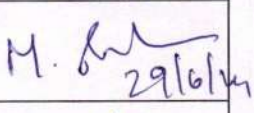
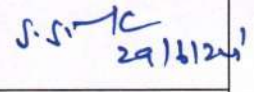
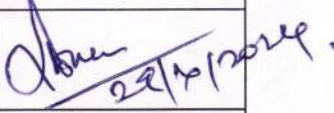
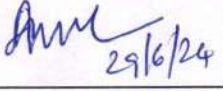
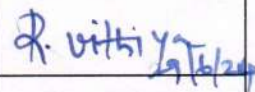
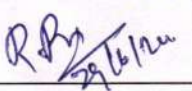
Internal Quality Assurance Cell (IQAC) Meeting

Attendance Sheet

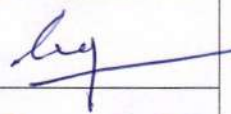
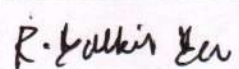
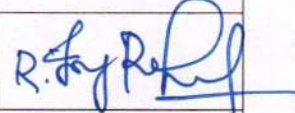
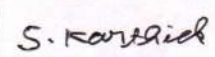
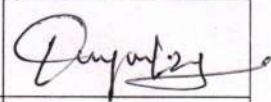
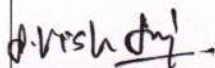
Date: 29.06.2024

(With External Members)

S.No	Name and Designation of the Faculties	Role	Signature
1.	Dr. S. Malarkkan, Principal	IQAC Chair	
2.	Dr. R. Valli, R&D Head	IQAC Coordinator	
3.	Dr.N.Alagumurthi Professor & Head, Department of Mechanical Engineering Puducherry Technological University	Academic Peer	
4.	Mr.Saraavana Ganesh Specialist IoT LTI-Larsen & Tourbro, Infotech COE – Azure IoT Developer Specility Certified Community Lead- International speaker, Chennai	Industry Member	AB
5.	Mr.G.Rajaganesan Director, VATIO Energy India Pvt Ltd Chennai	Industry Member	AB
6.	Mr.S. Santoshkumar General Manager, Vell Biscuits (P) Limited, Puducherry	Industry Member	
7.	Mr.R.Samivel Assistant Manager-Design L&T Rubber Processing Machinery, Vedal Village Highway Kanchipuram, Tamilnadu	Industry Member	ON LINE
8.	Mr.G.Krishnaraj Engineering Manager Foseco India Ltd Puducherry	Industry Member	AB

9.	Ms.Nandhini Sr.Excecutive Officer Accounts & Finance TANFAC,Cuddalore	Industry Member	ON LINE
10.	Dr.B.Radjaram, Professor and Head/Mech	Member	
11.	Dr.C.Shanmugasundaram, Professor and Head/EEE	Member	
12.	Dr.S.Arunmozhi, Professor and Head/ECE	Member	
13.	Dr.S.Pariselvam, Professor and Head/CSE	Member	 29/6/2024
14.	Dr.P.Sivakumar, Professor and Head/IT	Member	
15.	Dr.G.Renuka Devi, Professor and Head/RA	Member	 29-6-24
16.	Mr.R.Raj Bharath, Associate Professor & Head(i/c) /CSE(IoT)	Member	
17.	Dr.D.Tiroutchelvame, Professor and Head/FT	Member	
18.	Dr.P.Baskaran, Professor and Head/MBA	Member	 29/6/24
19.	Prof.M.Sumithra, First Year Coordinator	Member	 29/6/24
20.	Dr.Sivaramakrishnan, First Year Coordinator	Member	 29/6/24
21.	Dr.M.Jayekumar, Placement Officer	Member	1
22.	Dr.Meiappan, Professor/IT Exam Cell Coordinator	Member	 29/6/2024
23.	Dr.S.Vaitheeswaran, Associate Professor/MBA, EDC Cell Coordinator	Member	 29/6/24
24.	Ms.R.Vithiya, AP/ECE	Member	 29/6/24
25.	Mrs.R.Priya, AP/EEE	Member	 29/6/24

26.	Mr.B.Vasanth, AP/Mech	Member	<i>SBH</i>
27.	Ms.Pesha, AP/RA	Member	<i>Ju pesha</i>
28.	Mr.V.Kumaraguru, AP/IoT	Member	<i>V.K.</i>
29.	Ms.Suganetham, AP/AI ML	Member	<i>S.K. Suganetha</i> 29/6/24
30.	Ms.Ravichandran, AP/Maths	Member	<i>R</i>
31.	Dr.R.Baghya Nisha, AP/FT	Member	<i>R</i>
32.	Mr.Akalya, AP/MBA	Member	<i>Akalya</i>
33.	Dr.Sofia, AP/ECE	Member	<i>sofiar</i>
34.	Ms. R .Varalakshmi, AP/CSE	Member	<i>S.R.</i>
35.	Ms.Punitha, AP/IT	Member	<i>Puni</i>
36.	Dr.K.Sedhuraman, AP/EEE	Member	<i>K</i>
37.	Mr.A.Thiagarajan, AP/MECH	Member	<i>A</i>
38.	Dr.BaigMansur, AP/MBA	Member	<i>Mansur</i>
39.	Mr. M.Velmurugan–Batch: 2013-2017(ECE)	Alumni Member	ON LINE
40.	Ms.SaiSaranya– Batch: 2015-2019(CSE)	Alumni Member	ON LINE
41.	Mr.G.Selvam– Batch: 2015-2019(IT)	Alumni Member	AB
42.	G.Vignesh Kumar – Batch:2015-2019(Mech)	Alumni Member	AB
43.	M. Abilash – Batch: 2016-2020(EEE)	Alumni Member	<i>Abilash</i>

44.	R.Dineshkumar –Batch: 2011-2013(MBA)	Alumni Member	
45.	A.Vijay Augustin–Batch: 2011-2013(MBA)	Alumni Member	
46.	Srinithi K Valliappan,IV/ECE	Student Member	
36.	R .Balkis bee, III/CSE	Student Member	
37.	Joy Rechal, IV/IT	Student Member	
38.	S.Karthick, IV/EEE	Student Member	
39.	R.Gopalakrishnan,IV/MECH	Student Member	
40.	S.Hariharan,IV/R&A	Student Member	
41.	D.Djeocika Lizy,IV/FT	Student Member	
42.	P.Vishnupriya,IV/IoT	Student Member	
43.	K.Nesapriyan,IV/AI ML	Student Member	
44.	Vaishnavi.V,II/MBA	Student Member	