



Internal Quality Assurance Cell (IQAC) Meeting I Minutes

(2021-22)

Date: 27th September 2021 & 10.30 AM

Venue: Library Seminar Hall

Members Present:

- Chairperson: Dr. S. Ganesh Vaidyanathan
- Industry: Mr. K.V. Ramanan
- Members present: Dean-ED, Dean-Academic, Dean- Research, CoE, HoDs, CPO and IQAC Coordinator and Student Coordinator.

IQAC coordinator welcomed the principal and all the members gathered for the fourth IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

1) Student Enrolment and profile

Principal requested all the student department. HODs along with the concerned faculty advisor to speak with the passing out students to inform about the PG programs, scholarship facility and benefits of the concerned department PG programs and fill the seats. Before the commencement of the next SCM, all the student department HoDs have to submit the report regarding action taken for PG admission along with the checklist

For the forthcoming academic year, the student intake raised to 120 the B.Tech (Artificial Intelligence and Data Science) program.

Principal pointed out that the admission of students in different disciplines and emphasised to improve the admission in core branches.

Principal said that as per the data by AMAR, Admissions into the CSE and IT departments are dominating and Dote admission this time would be good since the number of applications received this year is increased compared to last year.

2) Catering to student diversity

Principal said that this year admission revealed the student diversity, in that the student from urban, semi urban and rural areas have joined in the college. Also, students with varied economic background.

3) Teaching – Learning process

The college is planning to sign a MoU with the institutions abroad in the forthcoming academic year as per the new regulations. Dean (Educational Development) will look into this and the Clue date for this is before the start of the AY 2022-2023. CPO also suggested that MoU with the institutions abroad is necessary for placements too.

As per the Dean (Academics) point, Principal suggested to schedule a proper meeting with stake holder, alumni, industry people, and also involve the faculty members before developing the curriculum.

4) Teacher profile and Quality

Principal said that all faculty have to get involved in research and innovation, even if the individuals are not approved supervisors and have no registered scholars under them. HR team would take care of the benefits of faculty members, and the real earning potential in a consolidated manner, including all benefits like transportation, types of incentives, etc., of the person. This would help in recommending a pay revision to the Management, if needed.

5) Evaluation process and reforms

Principal asked the SCM member that instead of going for Regulation 22, Regulation 23 can be implemented for better development of regulation, curriculum and syllabus. If not necessary to change the Regulation for every four years then Regulations-23 can be planned. COE informed that it is not compulsory to change the regulation and curriculum for every four years. As per the willingness of the all the HODs and suggestions it was decided to implement Regulations-23 instead of Regulations-22.5). As per the regular procedure, if there is any addition of open elective, special elective or any amendments, it has to be approved in the BOS meeting.

The following objectives were set to strengthen curriculum design and development. Set targets are to be applied whenever new curriculum is implemented.

The Feedback related to review of curriculum and syllabus is to be collected from all stakeholders (Employers, Alumni, Students and Teachers), every academic year for curriculum development.

A minimum of 20% of content in a course must be changed to qualify as a

syllabus change, and at least 20% of all courses in a program should be revised.

- i. New courses introduced in a program must have 20% of its contents as new.
- ii. Minimum of 10% of all courses offered in a program should be related to a relevant industry and have Memorandums of Understanding (MoU).
- iii. Minimum 10% of laboratory-based theory courses must be included in a program to impart hands-on skills.
- iv. A program should introduce more value-added courses to the extent of at least 10% of the total courses, to enhance the student-centric environment and student's enrolment in a value-added course will be at least one course per academic year during their period of study.
- v. In the curriculum for each program, there should be a minimum of one course on each of the issues like environment and sustainability, ethics and human values and gender. (SCM-13).

CoE had asked all the HODs to give feedback about the implementation of relative grading and also have requested HOD/APM to come up with a better solution to implement the relative grading.

Formative and Summative Evaluation

1. For all theory courses, the internal assessment will carry 50% weightage while the End Semester Examination will carry 50% weightage.
2. For all practical courses, the internal assessment will carry 75% weightage while the End Semester Examination will carry 25% weightage.
3. For project work, the internal assessment will carry 65% weightage while the End Semester Examination will carry 35% weightage.

Grading

After a discussion, it was decided to follow relative grading for theory courses with 5% exemplary and absolute grading for practical courses.

CoE asked suggestion about the digital valuation, all the HODs accepted to do the valuation in digital and requested to provide the ARC glass in the monitor.

6) Student performance and learning outcomes

1 Dean (Research) informed that most of the lateral entry students' performance in the Mathematics CAT examination was poor. This will affect the internal mark of the students

2. The lateral entry students have missed most of the classes and their performance in CAT I examination was very poor.

3) Principal informed all the HODs that is due to the effect of closure of institution during the past two years. He requested to conduct crash courses to improve their knowledge of mathematical basics.

In the curriculum for each program, there should be a minimum of one course on each of the issues like environment and sustainability, ethics and human values and gender. The outcome of a brain storming session in a workshop conducted by Anna University, it was said that the curriculum has to be designed such that it reduces the gap between the industry requirements and educational institutions.

7) Student Support

Each student department HODs has to assign one male and one female faculty coordinator to look into the extra-curricular activities of the department like NSS.

CoE has suggested a student exchange programme most probably in the sixth semester. Hence all the student department HoDs have to plan in such a way that all the courses in the sixth semester should have an elective option that can be easily converted as credit transfer to the equivalent course.

Mr. N. Reguraj, Member, Governing Council suggested that the college should enhance its relation with the industry by setting up a lqb in the college which would attract more students especially in M.E. Industrial Automation and Robotics. After seeing the PG admitted strength, Mr. N. Reguraj, Member, Governing Council questioned to understand why the course has been named Industrial Automation and Robotics if most of the students taking the course take up teaching as their career.

HoD/MEC replied on the steps taken towards implementing the PG program with more industry related content. Principal suggested to visit the NTTF and GD Naidu centre and sign the MoU regarding training the people.

8) Student Progression

Shri Ranjit Pratap-Trustee enquired about the certificate course on languages', faculty and students training details and also asked the steps taken to sign the MOU with other universities to effect credit transfer.

a) Principal informed the Dean-Educational Development to take steps needed to sign the MOU with other universities as per the credit transfer program.

Mr.Reguraj suggested that Mechanical and Automobile department to sign MOUs with industry and train the students in the upcoming areas like industrial automation and electric vehicles.

9) Student Participation and Activities

Principal congratulated Dr.M.Anandan, Associate Professor/MAR for getting the 2nd place in the one-month Refresher Course training for NCC Officers conducted at the Officers Training Academy, Kamptee, Maharashtra.

b) HoD/APH informed that Dr.V.Rajaram, NCC(Air Wing), Care-taker has submitted the resignation letter. Hence, he requested one male faculty to fill the position, preferably in the age of 35 to 40. Principal requested all the HODs to give a nominee for the same.

c) All the club in-charges have to pre-plan the club activities well in advance semester-wise.

10) Alumni engagement

Alumni Activity

1) Only a few departments are conducting seminars in a month with alumni members.

2) Principal suggested each department has to conduct at least one event in a month with support from alumni from their department. This will give a very good rapport with their alumni.

Each department has to conduct at least one seminar in a month with an eminent alumnus from their department. This may be in offline mode or virtual mode. This improve the rapport with their alumni.

11) Academic Audit Reports

To conduct the examination audit by the department, out of 14 departments we have received only 6 department external member list. The following 8 departments have to give the external member list HSS, APC, APH, BIO, CVE, EEE, ECE and INT. Kindly send the faculty member list softcopy to coe@svce.ac.in as early as possible.

The IQAC coordinator thanked the member and informed that the second meeting will be held in the month of December 2021 and the meeting ended at 12 noon.


IQAC Coordinator

Dr. S. GOPINATH, M.E., Ph.D
IQAC Coordinator,
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Principal


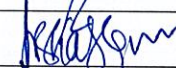
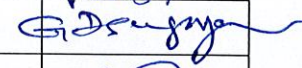

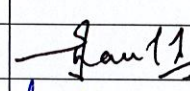
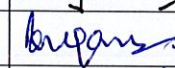

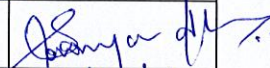
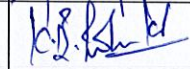
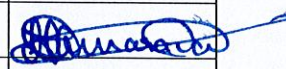
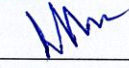
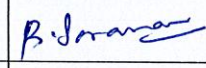
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Internal Quality Assurance Cell (IQAC) Meeting –I (2021-2022)
Attendance Report -27th September 2021

S.No	Name	Designation	Responsibility	Signature
1	Dr.M.Sivanandham	Secretary, SVEHT	Management	
2	Dr.S.Ganesh Vaidyanathan	Principal	Chairperson	<i>[Signature]</i>
3	Dr.KR.Santha	Vice Principal, HOD- Electrical and Electronics Engineering	Member	<i>[Signature]</i>
4	Dr.K.Pitchandi	Controller of Examinations	Member	<i>[Signature]</i>
5	Dr.K.S.Badrinathan	Dean (Educational Development)	Member	<i>[Signature]</i>
6	Dr.R.Ramesh	Dean (Academics)	Member	<i>[Signature]</i>
7	Dr.J.Venkatesan	Dean (Student Welfare)	Member	<i>[Signature]</i>
8	Dr.R.Muthucumaraswamy	Dean (Research)	Member	<i>[Signature]</i>
9	Prof.S.Krishnan	HOD-Marine Engineering	Member	<i>[Signature]</i>
10	Dr.S.Ramesh babu	HOD-Mechanical Engineering	Member	<i>[Signature]</i>
11	Dr.S.Muthukumar	HOD-Electronics and communication Engineering	Member	<i>[Signature]</i>
12	Dr.N.Meyyappan	HOD-Chemical Engineering	Member	<i>[Signature]</i>
13	Dr.R.Anitha	HOD-Computer Science and Engineering	Member	<i>[Signature]</i>
14	Dr.V.Vidhya	HOD-Information Technology	Member	<i>[Signature]</i>
15	Dr.R.Kumutha	HOD-Civil Engineering	Member	<i>[Signature]</i>
16	Dr. E. Nakkeeran	HOD - Biotechnology	Member	<i>[Signature]</i>

S.No	Name	Designation	Responsibility	Signature
16	Dr.T.Murugavel	HOD-Science and Humanities	Member	
17	Dr.A.Bhaskaran	HOD-Applied Physics	Member	
18	Dr.G.Devasagayam	HOD-Applied Chemistry	Member	
19	Dr.S.Premnath	Associate Professor- Automobile Engineering, Management Representative	Member	
20	Mr.S.Ravichandran	Senior Vice President, Delphi- TVS Ltd.	Member	
21	Mr.Shankar Sundaram	Management Consultant	Member	
22	Mr.K.V.Ramanan	TVS training and Services.	Member	
23	Dr. S.Kalirajan	Deputy Dean, L&T - Institute of Project Management	Member	
24	Ms.Sowmya Mahadevan	President -SVCE Alumni Association	Member	
25	Dr. Sudhakar K Bharatan	Professional Objective	Member	
26	Mr.N.Kumaratharan	Industrial Objective	Member	
27	Prof.S.Muraleedharan	Chief Placement Officer, Educational Objective	Member	
28	Dr.B.Saravanan	Assistant Professor, Applied Mathematics	Member	
29		President- Student council	Member	
30	Dr.S.Gopinath	Professor, Mechanical Engineering	Coordinator	