Internal Quality Assurance Cell (IQAC) Meeting-I Minutes

(2016-2017)

Date: 30thSeptember 2016 & 10:30 A.M.   **Venue: Library Conference Hall**

Agenda:

- Teacher Profile and Quality
- Student performance and learning outcomes
- Student Support
- Student Progression
- Student Participation and Activities
- Annual Quality Assurance Report (AQAR)
- Promotion of Research and facilities
- Resource mobilization for research
- Research publications and awards
- Consultancy
- Collaboration

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Industry : Mr.K.V.Ramanan
- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the first IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations

The salient deliberations of the meeting are as follows:

Teacher Profile and Quality

Discussion:

The teacher profile and quality is normally assessed through professional objectives established. The following were the status in the light of professional objectives . With respect to professional objective 2, 72% of the faculty members have attended FDP/Seminar/Workshop during the Odd semester, and the number is expected to reach 100% target by the end of the academic year. As the college organizes many workshops/FDPs/Seminars every year, the committee decided to modify the third Professional Objective as : Revised Professional Objective 3: Each department shall organize at least two Conference/ FDP/ Seminar/ Workshop every year.

Student performance and Placement

Discussion:

Chief Placement Officer (CPO) expressed that the performance of students in the placement tests and interviews is not satisfactory.. CoE and CPO suggested for the revision of Assessment Methods so as to improve the fundamentals of technical skills to enhance the employability opportunities for students.

Dean Academics reported that in the first semester except 2 departments, remaining all departments have achieved the target pass percentage of 72% and for second & third years the objective is not met. Secretary requested for a root cause analysis for not meeting the objective and implementation of steps to care problems in achieving the objective. The need for revising the academic objectives were discussed and the basis on which the new academic objectives that were framed earlier were indicated in the meeting. After going through the various aspects the following change has been approved to be incorporated in the academic objective with effect from A.Y. 2017-18.

To achieve academic excellence by ensuring 72 percent pass in first year and the pass percentage for the II, III and IV year will be 75, 80 and 85 respectively.
The pass percentage of lateral entry students in the 2nd year is to be 55% and the same has to be increased to 70 and 85% in the III and IV year respectively.

The pass percentage so fixed if achieved, will be increased by 3% every year from 2018-19 academic year onwards.

Overall Pass percentage of under graduate students eligible to get degree shall not be less than 85%. Process Measures of Course Plan (Theory) & Student Performance and Course Plan (Lab) & Student Performance respectively for all the courses across all departments are found good.

Dean (Academics) reported that out of 1041 students in the passed out batch of , 844 students have obtained degree, 519 students have got placement through campus recruitments, 106 students are pursuing higher studies and 9 students have become Entrepreneurs.

Action Taken:

Secretary and Principal told to address this issue by strengthening the conduct of skill development programs for the needy students.

Student Support

Discussion:

Secretary informed that utilization of the lab facilities is very important Dream Big @ SVCE is a UPSC Study Circle developed in the college to improve the participation and performance of students in the competitive exams like UPSC, ESE, GATE, etc. by providing all the required books and preparatory materials, in a separate exclusive section at Main Library.

Action Taken:

Principal told all HoDs to give students projects such a way that the utilization of specialized equipments is taken care.

Student Progression

Discussion:

The chief placement officer explained that aiming for 90% and not less than 75% employment through campus interview during recession in both core and other sectors. Out of 558 eligible students who opted for placement , 551 (97.3%) students have got placed on campus

recruitments. 142 companies visited the college for recruitment. Out of 553 eligible students who opted for placement in 2018 – 19 Batch, 529 (95.6%) students have got placed on campus till now. 20 more companies are in line to visit the campus for recruitment, and the remaining students will surely get placed in those companies.

Secretary suggested to revise the Employability Objective to add clarity in the statement so that the realization of the same can be claimed.The IQAC coordinator read the report given by the Officer Academic, shows that the overall pass percentage of 1041 UG students who appeared for the exam is 81.01% (844) with 48 Distinction, 657 First Class, 139 Second Class and 39 University Ranks. Similarly, Total No. of PG students appeared for the Exam is 36, over all pass percentage is 35 with 17 Distinction and 18 First Class.

Student Participation and Activities

Discussion:

Less number of students registered for placement in core industries due to ineligible conditions as per the report by the chief placement officer

Promotion of Research and facilities

Discussion:

The discussion on the norms regarding the sponsoring of faculty for Ph.D. Programme. HoDs expressed that the norms can be relaxed to sponsor faculty beyond 30% of faculty strength in a department. Secretary suggested that probably faculty doing PhD for more than 5 years shall not be considered in the 30% count in a department.

Resource mobilization for research

Discussion:

HOD - Mechanical mentioned that NAAC asks for the seed money allotted by the management for research activities. Secretary replied that seed money is already given and is being utilized as intramural funding for UG and PG Projects by Dean Research.

Research publications and awards

Discussion:

Dean Research reported that number of quality journal publications in national and international journals is 183 which is 32.98% at college level. But few departments have not even published single paper. Secretary suggested carrying out the root cause analysis and taking necessary steps to address the issue. Number of research proposal to be submitted should be 30% of faculty strength. Totally 88 proposals have been submitted. Hence it is achieved.

Receiving at least one external funding project in every department per year. Principal suggested to rephrase the objective to take into account the ongoing projects also. Mentoring graduates to publish the paper objective is also achieved since staff members publishing papers with PG and UG students.

Action Taken:

Secretary suggested that Applied Physics and Applied Chemistry departments may combine with other departments in research.

Consultancy

Discussion:

Secretary suggested that consultancy has to improve across the departments while appreciating the sustained consultancy work by the mechanical and automobile engineering departments. Principal expressed that the consultancy amount may be small but the consultancy initiative and its sustenance is important

Collaboration

Discussion:

Only three departments have organized workshop/seminar in collaboration with Industry as per the report by the industrial objective leader of the college. Principal suggested that other departments also strive to conduct at least one programme in a year in collaboration with industry.

Annual Quality Assurance Report (AQAR)

Discussion:

The IQAC coordinator informed that AQAR has been prepared and reviewed by the principal for uploading in to the NAAC portal in the IQAC section.

The IQAC coordinator thanked all the members and informed that the second meeting will be held in the month of June and the meeting came to an end at 12 PM.

IQAC Coordinator

Principal

Sri Venkateswara College of Engineering

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Internal Quality Assurance Cell (IQAC) Meeting-II Minutes

(2016-2017)

Date: 26thJune 2017 & 10:00 A.M   **Venue: Library Conference Hall**

Agenda:

- Curriculum Enrichment
- Feedback system and analysis
- Physical Facilities
- IT infrastructure
- Maintenance of campus infrastructure
- Faculty Empowerment strategies
- Financial management and Resource mobilization
- Internal Quality Assurance System (IQAS)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HoDs,CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the second IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Curriculum Enrichment

Discussion:

Vice Principal informed about the introduction of a new Lab - Industrial Automation Laboratory, in R2018 in EEE Curriculum. HOD/IT also informed that IoT is brought in the new curriculum.

Student Progression & Placement

Discussion:

The IQAC coordinator requested Chief placement officer to discuss on the feedback provided by the placement companies.

CPO expressed that many companies have stated that the students lack communication skill, essay writing, group discussion and fundamentals of technical skill.

Secretary told Chief Placement officer to give specific kind of feedback to departments instead of generic to take appropriate action to improve. Also, he requested the HoD of Departments / HOD – HSS to modify the curriculum and syllabi to cover the above.

HOD/Mech reported that they organized to conduct mock interviews by 7 companies and 4 companies informed that student's communication skill need to be improved.

Principal asked to give one week training to the students in the required areas of different companies prior to the placement.

HOD/Chemical replied that they gave such a training for their students when Tirumalai chemical and TPL companies came for recruitment.

HOD/IT reported that Chief Placement officer is giving periodical feedback to them.

Dr T Murugavel, HoD/HSS, suggested that all the teachers should talk only in English to them and make them conversant in English.

Principal also voiced his opinion that the teachers should correct the mistakes done by the Students while they draft permission letters for various activities before forwarding.

Chief Placement Officer suggested that two faculty members from each department can be nominated to go for internship training and we can use them to train our students.

Principal told HOD/AM to provide support from his department to student's placement training and also asked to train the students to clear their Maths subject in university exams. Parents feedback during parent teacher meeting is found to be good as per the report.

Physical Facilities

Discussion

CoE informed that AICTE, NBA and other committees are asking about the additional infrastructure that has been made because of the autonomous. Principal suggested going for additional infrastructure gradually.Construction of a new block in hostel and improving of water management in the campus through

        a. STP treated water will be used for toilets in the class room blocks.

        b. Construction of additional new pond for water storage (rain water harvesting).

        c. Planning to install pipelines to supply 2000 lakh Liters of water from TWAD Board

        d. Owning of a tanker (40 KL Capacity) to take care of water supply even during critical situations.

Secretary listed the upcoming physical facilities as follows:

- Construction of new gate in front of the college as the existing one will demolished due to extension of the high way.
- Construction of Placement Training Centre with all facilities.
- Canteen second floor conference hall has been constructed.

CoE pointed out that the CoE office space is not at all sufficient and requested for additional space for storing Exam papers. Secretary agreed for the same.

IT infrastructure

New ERP Tool for IMS department is envisaged for effective database management.

Maintenance of campus infrastructure

Discussion:

HoDs reported that the performance of vendors is good. The performances of the outsourced processes are found to be good as evidenced from the respective Process Owners. Service performance regarding calibration and service of equipments is also good as evidenced from the documents.

Faculty Empowerment strategies

Discussion:

Organization of two days workshop on "Leadership Training for Professors" has been completed successfully by Dean Education Development Dr K Badrinathan

Financial management and Resource mobilization

Discussion:

Principal informed to give priority for curriculum aspect and then for research facility while proposing the department budget. Secretary told that major chunk of fund is sanctioned for curriculum kind of up gradation and then only for research.

Dean Research expressed that there is difficulty in collecting deposit amount of Rs.5000 from external research scholar and hence requested to formalize a procedure for the same. Principal shall act in enforcing the payment of external Research Scholars.

Secretary expressed that there were no takers of loans to install solar power plant though the management is ready to provide the same. HOD – EEE replied that the awareness on our solar power plants shall be enhanced so that the faculty will come forward to avail the loan and install the plant.

Internal Quality Assurance System(IQAS)

Discussion

Deans pointed out that there are no proper formats available to report their activities.
Since the activities of Dean Student Welfare and Dean Co curricular are of Qualitative, it is difficult to have in formats and hence decided that they can continue in the same way as they have been doing now

and they can be excluded from being audited. Since the activities of Dean Academic and Dean Research are coming under AO & RO respectively, formats can be defined and followed and the same can be done for EO, PO and IO also. Changes to Quality System if any due to change in organizational structure or enhancement in scope of QMS: No changes.

The IQAC coordinator thanked all the members and informed that the meeting came to an end at 1 PM.

IQAC Coordinator

Principal

Internal Quality Assurance Cell (IQAC) Meeting I Minutes

(2017-2018)

Date: 18th September 2017& 10:30 A.M.   **Venue: Library Conference Hall**

Agenda:

- Teacher Profile and Quality
- Evaluation process and reforms
- Student performance and learning outcomes
- Student Support
- Annual Quality Assurance Report (AQAR)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic,Dean-Research, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the first IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Teacher Profile and Quality

Discussion:

The teacher profile and quality is normally assessed through professional objectives established. The revised PO3 - "Each department need to organize at least two workshops/seminars/conferences" has been followed from this academic year. The following revisions were suggested and these have been unanimously accepted by all the members after a brief deliberation.

Professional Objective: PO1 - At least 25% of faculty members shall pursue higher qualification every year.This objective is achieved by all departments except Civil Engineering Department.

PO2 - All faculty members shall participate in at least one FDP/seminar/workshop every year.

All departments met the objective except Automobile Engineering Department

PO3 - Each department shall organize at least 2 Conference/FDP/Seminar/Workshop every year.

All departments met the objective except Chemical Engineering Department

PO5:One faculty member from each department shall receive training in leadership skill every year.

Action Taken

Leadership Program was organized by Dean-ED Prof. K S Badrinathan and many professors from each department attended and hence the objective is met.

Evaluation process and reforms

Discussion:

COE mentioned that digital evaluation will be implemented for the forth coming P.G. Examination and the required infrastructure has to be made available for the same. Secretary permitted to go ahead with the purchase of the systems and software. The different process measures defined for the processes of QMS shows good performance of the respective processes. PM-02 & PM-03 – Process Measures of Course Plan (Theory) & Student Performance and Course Plan (Lab) & Student Performance respectively for all the courses across all departments are found good.

Student performance and learning outcomes

Discussion:

Academic objective leader Prof. Krishnan presented the report as follows:

The academic objective realization was discussed thoroughly during the 27th Management meeting held on 25th September 2018. After the discussion, the revised objectives which are to be followed from the A.Y 2018-19 are as below.

• To achieve academic excellence by ensuring 72 percent pass in first year and the pass percentage for the II, III, IV year will be 75, 80 and 85 respectively.

• The pass percentage of lateral entry students in the 2nd year is to be 55 % and the same has to be increased to 70 and 85% in the III and IV year respectively.

• The pass percentage so fixed if achieved, will be increased by 3 % every year from 2019-20 academic year onwards.

• Overall pass percentage of under graduate students eligible to get degree shall not be less than 87%.

Overall pass % for the A.Y 2018-19 even semester is 80.82% i.e. out of 4027 students 3252 have cleared after revaluation.

For the odd semester out of 4037 students 2960 have passed after revaluation for which pass percentage works out to 73.32.

For the final batch of non-autonomous students, the eligible to get degree after revaluation/review is only 79.5%, when compared with A.Y 2015-16 onwards the pass % (i.e. eligible to get degree) is the lowest. In fact, there is gradual decrease in eligible to get degree %.

Under the autonomous stream there is consistent increase in pass percentage across all semesters. However, while the first year pass percentage were over and above the requirement of the objective i.e. 80% vs 72% as per the new objective. The second and third year pass percentages are not met with as per the old objective. There is a drop of nearly 4 to 5 %.

The NSA pass percentage for the A.Y 2018-19 compared with the last four years has dropped to 74.16%. This is lowest compared with previous three academic years. Similarly, the NHA pass % for the A.Y 2018-19 has dropped to 37.74% which is also lowest.

IQAC coordinator reported that out of 1051 students in the passed out batch of 2018 – 19, 831 students are eligible to get degree and the overall pass percentage is 79.5%. 594 students have got placement through campus recruitments.

IQAC coordinator read the report given by Officer Academic, shows that the overall pass percentage 1051 UG students who appeared for the Exam is 79.5% with 42 Distinction, 675 First Class, and 114 Second Class Similarly, Total No. of PG students appeared for the Exam is 34, over all pass percentage is 33 with 23 Distinction and 10 First Class.

Student Support

Discussion:

For a discussion on displaying of Emergency numbers indicating whom to contact during medical, fire, electricity, etc. emergencies, Secretary informed that we can place Sign Boards in the required prominent places in each department.

Annual Quality Assurance Report (AQAR)

Discussion:

The IQAC coordinator informed that AQAR has been prepared and reviewed by the principal for uploading in to the NAAC portal.

The IQAC coordinator thanked the members and informed that the second meeting will be held in the month of December and the meeting came to an end at 1PM.

IQAC Coordinator   Principal

Sri Venkateswara College of Engineering

Internal Quality Assurance Cell (IQAC) Meeting-II Minutes

(2017-2018)

Date: 20th December 2017& 10:00 A.M.   **Venue: Library Conference Hall**

Agenda:

- Research publications and awards
- Collaboration
- Examination Audit Reports

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the second IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations

The salient deliberations of the meeting are as follows

Research publications and awards

Discussion:

The number of quality papers published in National and international journals should be equal to 20% of total faculty strength, in every year - This has been achieved at the college level but some departments (Civil, Chemical and Marine Engineering) have not achieved this target. The No. of Research proposal submission is 30% of total faculty strength, in every year.

This has been achieved at the college level with 35.57%. Receiving at least one externally funded project by every eligible department, every year. This objective is not achieved because of APH, ACH & HSS Departments.

Mentoring at least two graduate students from each department to do research and subsequently publish at least two papers in journals, every year. This has been achieved. Research objective leader suggested for a revision in the third objective as 'having an ongoing / receiving at least one funded project by every eligible department, every year'. This has been accepted for the revision and the same will be with effect from the next academic year.

Collaboration

Discussion:

IQAC coordinator asked Industry objective leader Prof. N Kumaratharan to present the report on collaboration in the lines of industry objectives established

- IO1 has been achieved in all the Departments and hence at the College level also.
- IO2 has been achieved at College level but some departments have missed out marginally. But for Marine Engineering Department since it is very difficult to get Industries, it is only 0%.
- IO3 has been achieved at the College level and at the department level all departments except MAR.
- IO4 has been achieved at the college level but three departments – Civil, Chemical and Marine Engineering Departments could not achieve.
- IO6 Except Marine Engineering Department, all other departments have achieved.
- The IQAC coordinator requested for any suggestions in the objectives and the Industry objective leader Prof. N Kumaratharan presented the following revisions in the Objectives:
- IO3 Number of faculty undergoing industrial training has been increased to 30% from 5%.
- IO1 is eliminated since it is mandatory for Autonomous Stream Students.

Examination and reforms

Discussion:

COE informed that question paper patterns will be changed in order to gain the fundamental knowledge in the subject. This will be initiated from next year

HOD–Department of Civil Engineering, suggested that COs & RBT Levels need to be mentioned in the end semester question paper also. This has been accepted and will be implemented from the forth coming end semester question paper onwards.

The IQAC coordinator thanked all the members and informed that the third meeting will be held in the month of March and the meeting came to an end at 12 PM.

IQAC Coordinator   **Principal**

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Internal Quality Assurance Cell (IQAC) Meeting-III Minutes

(2017-2018)

Date: 24th March 2018 & 11:00 A.M.   Venue: Library Conference Hall

Agenda:

- Feedback system and analysis

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HoDs,CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the third IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations

The salient deliberations of the meeting are as follows:

Feedback system and analysis

Discussion:

Dean Students Welfare discussed the feedback from Parents during the Parents – Teachers Meeting (PTM) conducted as follows:

Heads of departments along with faculty members interacted with the parents. Important comments/suggestions received from parents in the feedback reports are summarized below:

1. Parents suggested to send mail/SMS when the attendance falls below threshold 75% or 80 %.

2. Parents requested to conduct special classes for arrear subjects and coaching classes for competitive exams.

3. Parents thanked the management for arranging the special training classes in view of placement during the regular working days which helps the students to undergo GRE, TOEFEL, GATE coaching, etc, during weekends.

4. Parents requested to allot sufficient number of study holidays for the End Semester Examination.

Prof. T Murugavel/HoD-HSS informed that there is a separate article column in "The Hindu" News Paper for students to provide feedback about the Institution. We can inform our students to write the feedback to reach all people.

Action Taken:

IQAC coordinator informed that every department shall maintain a risk register to report the risks faced on day today activities.

The IQAC coordinator thanked all the members and informed that the fourth meeting will be held in the month of June and the meeting came to an end at 12 PM.

IQAC Coordinator   **Principal**

Internal Quality Assurance Cell (IQAC) Meeting-IV Minutes

(2017-2018)

Date: 22nd June 2018& 10:00 A.M.   **Venue: Library Conference Hall**

Agenda:

- Physical Facilities

- IT infrastructure

- Strategy Development and Deployment

- Internal Quality Assurance System (IQAS)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,

- Alumni : Ms.Sowmya Mahadevan

- Student : Mr.Adarsh Krishna

- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HoDs,CPO and IQAC Coordinator

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

The salient deliberations of the meeting are as follows:

Physical Facilities

Discussion:

Secretary suggested using third floor of new library to keep the Exam Papers for additional space for CoE office. Secretary informed that construction of 8th Block in the Boys

Hostel is in the finishing stage. He told that construction of additional new pond for water storage (rain water harvesting) will be taken up soon. Secretary also mentioned that the proposal for Solar Power System capacity expansion is in progress.

Prof. E Nakkeeran, HoD/BT, informed that reading room is required for hostel students and Principal agreed to identify some room for the same.

Vision-Mission

Principal replied that the road map is included in the second mission statement in the Vision 2018 document which implicitly describes the purpose of Autonomy.

After obtaining Autonomous no attempt has been made to revise Vision/Mission Statements

IQAC Coordinator had expressed his difficulty in data collection in different formats for various committees. Principal replied that this problem will be addressed by ERP when it stabilizes within a year.

Action Taken:

Principal replied that a stake holders meeting will be convened shortly through IQAC and the need for the revision of Vision – Mission statement will be analysed.

Strategy Development and Deployment

Discussion:

Revision of Employability Objective Prof.S.Muraleedharan / CPO informed that the objective shall be revised as "Aiming for 80% employment through campus interview in both core and other sectors for students enrolled for placements in the year and not less than 70% during recession".

Prof. E Nakeeran, HoD/BT, suggested that we have to plan for improving the PG admission. HOD/HSS suggested to plan for Google Ads and Internet kind of advertisements and also web-based advertisements.

Action Taken:

Secretary insisted the Quality Objective Leaders to come out with appropriate methodologies and new ideas so as to meet the objectives and face the forthcoming challenges.

Internal Quality Assurance System(IQAS)

Discussion:

Prof. Krishnan/HoD-Marine, elaborated on the requirement of Amendments in ISO Quality Manual as per European Maritime Safety Agency (EMSA) Audit.

The curriculum and syllabi for the B.E Marine engineering program are in compliance with the STCW as amended from time to time. Presently STCW 2010 is in force.

All the faculty members and the instructors for the B.E –Marine Engineering programme need to undergo the mandatoryTraining for Trainers and Assessors (TOTA)/Training for Trainers and Instructors (TOTI)/ Vertical Integration Course for Trainers (VICT) courses. In addition, they also required to comply with the medical standards of DG Shipping and to be certified fit by the DG approved doctor.

Marine Engineering student's admission process is as per the guidelines given by DG Shipping, Govt. of India. The duration of course is 4500 hours covering 18 competencies as per DGS circulars (STCW 2010).This syllabus covers the requirements of the STCW Code, chapter III, section A-III/1.

Measurement of Quality Objectives can be shown graphically for better visualization & interpretation. Principal agreed to implement the same.

Principal informed that we have to plan to study the overlaps and gaps between the various quality systems like ISO, IQAC etc. and get them addressed through a common quality initiative to address the requirements pertaining to NAAC, NBA, NIRF etc. He told that the IQAC coordinator, ISO coordinator, Dean-ED and myself will take this up and get this done.

Action Taken:

Secretary suggested that it would be worth to look in to the objectives and overlaps of various quality programmes that are being practiced in SVCE. A presentation comparing these attributes across all these quality programmes (ISO, NBA, IQAC, NAAC, Anna University – Quality programme) by either Dean Educational Development and or Dr. Gopinath, IQAC Coordinator, would be ideal. Moreover, identification of gaps and remedial measures to fill the gaps, over the past three years would be worth to look in to.

The IQAC coordinator thanked all the members and informed that the meeting came to an end at 12.30 PM.

IQAC Coordinator

Principal

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Internal Quality Assurance Cell (IQAC) Meeting-I Minutes

(2018-2019)

Date: 24thSeptember 2018& 10:30 A.M.   **Venue: Library Conference Hall**

Agenda:

- Teacher Profile and Quality
- Evaluation process and reforms
- Student Progression
- Student Participation and Activities

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the first IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations

The salient deliberations of the meeting are as follows:

Teacher Profile and Quality

Discussion:

Professional Objective leader Dr.K.Sudhakar presented report on the status of achievement for the AY 2018–2019: All objectives are achieved.

PO1: At least 25% of faculty members shall pursue higher qualification every year - 37% has been achieved.

PO2: All faculty members shall participate in at least one FDP / seminar / Workshop every year - 93 faculty members have completed.

PO3: Each Department shall organize at least 2 conferences / FDP / Seminar / Workshop every year - All departments have achieved.

PO4: Upgrade technical skills of one staff member (Non-teaching) per department per year - All Engineering departments achieved the target.

PO5: One faculty member from each department shall receive training in leadership skill every year – This objective is achieved.

PO6: Percentage of Faculty Members registered in Professional Societies – This has been achieved.

It is suggested that Associate Professors also must attend leadership programs. PO leader suggested including 'Establishing a centre of excellence in every two years at the college level' as a new objective under PO. But it was suggested that the excellence has to be achieved through activities like conducting knowledge transfer training programs, etc for any established centre. Number of faculty members undergoing industrial training in a year should be not less than 30% - It is not achieved in any of the departments. Dr. K S Badrinathan, Dean/ED, suggested that we may give exemption to Marine department.

Evaluation process and reforms

Discussion

Dean Academics informed that for the candidates admitted during the academic year the first year set target percentage which is 72% has been achieved. He said that the exact pass percentage for the first year students is 80.81%. However, department wise Civil Engineering Department was not able to achieve the target of 72%. He has mailed to the Civil HoD requesting reasons for the non-achievement. He had received a reply and the action taken to improve on the deficient area. For the same batch who are now in the second year the target to be achieved is 75%. However, these batches of students had completed only third semester and the

fourth semester is under progress. It was informed that the college level pass percentage for the third semester is 70.64% (before revaluation). He said the results would improve and would meet the target of 75% for the second year and the same will be reviewed after the completion of the fourth semester.

Regarding any changes to be brought in the academic objective, the council members after a lengthy discussion and deliberation under various perspectives decided to continue with the same academic objectives which were framed for the A.Y.2018-19.

In an aim to improve the pass percentage of the lateral entry students who joined the programme during the third semester (2nd year) it was decided that some initiatives were discussed and directives were issued.

The HODs expressed the following reasons for not meeting AO:
• Faculty members are overloaded.
• Reduction of faculty members.
• Students are not attending special classes.
Eighth hour special class is not effective.
COE informed that we have to aim for 100% to get good pass percentage.
Dr. N Meyyappan, HoD/CHE, informed that medium of instruction is also a reason to obtain low pass percentage. Dr. K R Santha, VP &HoD/EEE expressed that special tracking of students is very difficult due to lack of time.

Action Taken

Prof. Krishnan, Dean/Academic suggested that some monitory benefit need to be given to Faculty achieving 100% result. It was decided to give 5 marks for the 100% result achievement in the performance appraisal.

Student Progression

Discussion:

Prof. S Muraleedharan, Chief Placement Officer (CPO), informed that 81 companies are visiting the campus on 23rd Februaary, 2020, and invited all HoDs for a discussion to explore the avenues for internships. Principal suggested the CPO to send all the information through mail

and have proper records for all the initiatives & activities.CPO presented the feedback from Employer of our Students as follows

He told that they are satisfied with the Performances. But some students are leaving the company for higher studies after the Bond Period which is bothering the Employer.
Principal asked CPO to share the feedback to all HoDs.

Principal expressed that many programs and events have been organized to promote Entrepreneurship and higher studies and he sought the opinion of the members to rename the Employability Objective to include Entrepreneurship and Higher studies categories in addition to placement. After a lengthy discussion, Employability Objective is renamed as Educational Objective. The actual objectives under this will be defined after a discussion

IQAC coordinator reported that out of 940 students in the passed out batch of 2018 – 19, 745 students have obtained degree, 433 students have got placement through campus recruitments, 67students are pursuing higher studies and 10 students have become Entrepreneurs.

The report given by the Officer Academic, shows that the overall pass percentage of 2018-19 batch of 1051 UG students who appeared for the Exam is 79.26% with 42 Distinction, 677 First Class, 114 Second Class and 21 University Ranks. Similarly, Total No. of PG students appeared for the Exam is 34, over all pass is 33 (97.06%) with 23 Distinction and 10 First Class.

Action Taken:

Secretary and Principal expressed that these numbers have to be increased with the cooperation of all members of faculty.

Student Participation and Activities

Discussion:

Industrial member told that the Industries and Research Labs shall be identified for the Internships. Dr. K Pitchandi, CoE suggested to issue a list of companies to go for internship. 30% of students to do industrial relevant final year project work – This is achieved by all departments except BIO &INT.Every department shall arrange 3 industrial visits per year - CVE, CSE, MEC & MAR departments have not achieved.

Action Taken

Principal informed that Dr. N Kumaratharan, IIIC Coordinator, shall identify companies for students' internship with the help of CPO.

The IQAC coordinator thanked all the members and informed that the second meeting will be held in the month of December and the meeting came to an end at 12 PM.

IQAC Coordinator

Principal

Sri Venkateswara College of Engineering

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Internal Quality Assurance Cell (IQAC) Meeting-II Minutes

(2018-2019)

Date: 26th December 2018& 10:00 A.M.   Venue: Library Conference Hall

Agenda:

- Promotion of Research and facilities
- Resource mobilization for research
- Consultancy
- Collaboration
- Administrative Audit Reports
- Examination Audit Reports

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HoDs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the second IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Promotion of Research and facilities

Discussion:

RO1: The number of quality papers published in National and international journals should be equal to 20% of total faculty strength, in every year - Number of publications are 96/291 which is 32.98% and the objective is achieved at the college level. However 4 departments – ACH, CHE, CVE and MAR have not achieved at dept. level.

Prof. S Krishnan, HoD/MAR, expressed that Marine department is having only one Faculty with PhD. Hence it is difficult to publish paper.

Dr Meyyappan, HoD/CHE, informed that research papers are under review and will be published in next year.

RO2: The No. of Research proposal submission is 30% of total faculty strength, in every year – This is achieved by all departments except CVE, HSS, INT and MAR.

Secretary suggested that CO-PIs can also be included in proposal submission and CO-Investigator is not required to include.

List of proposal submitted by departments:

CVE – 2 proposals

HSS- One proposal

APH- NIL

Principal asked about research centre status in HSS department. Dr. V Murugavel, HoD/HSS replied that 2 papers published and one paper is under review. Dean research informed that CSE department submitted 6 proposals. But faculty strength is 33. This is less when we consider faculty strength.

RO3: Receiving at least one externally funded project by every eligible department, every year - This is not achieved in 5 departments – APH, ACH, APM, HSS & INT.

Dr. V Vidhya, HoD/INT informed that one proposal is under review.

The following new Research objectives are proposed:

> The number of quality papers published in National / International Journal should be equal to 20% of total the faculty strength in every year

- The number of proposals for research work to various funding agency should be 30% of total faculty strength in every year
- Having at least one live externally funded project by every eligible department every year
- Mentoring at least two graduate/post graduate students/research scholars from each department to do research and subsequently to publish at least two papers in journal every year.
- Retaining the Research centre status by eligible departments (Departments with PG courses in Engineering and all departments of Science and Humanities*)
- Having at least three Research Supervisors of Anna University in every eligible Department.

RO4: Mentoring at least two graduate students from each department to do research and subsequently publish at least two papers in journals, every year - This is achieved.

Principal informed Dr. R Anitha, CSE/HoD to collaborate research with HSS department related to Quantum Computing and Language oriented research.

It was suggested that to retain research centre it is important to take care of PG admission and have at least 3 supervisors.

Research centre should always have PhD students (Part Time/Full Time).

Action Taken:

Secretary informed that all final year students doing project can be motivated to publish papers.

Principal instructed to encourage interdepartmental research. IQAC Coordinator suggested getting grant from Industries by approaching them.

Resource mobilization for research

Discussion:

Secretary expressed that the amount of Grant received; number of publications, International Conferences attended and organized are important. Research need to be improved and faculty involvement in research is important.

Dr.Vidya, HoD/INT requested for space to establish a Research Cell using the donated servers. It was suggested to ask for using the old CPO Office.

Consultancy

Discussion:

The College shall generate a minimum of Rs.1 lakh per year from industrial consultancy work-The objective has been achieved.

Secretary suggested that every department must generate at least Rs.50,000/- per year.

Hence, this objective has been modified as 'Each department shall generate a minimum of Rs. 50, 000/- per year from industrial consultancy work'.

Collaboration

Discussion:

Dr. R Anitha, HoD/CSE informed that still there is problem of delay in giving projects to the students doing in industries. It was suggested to inform the companies about our academic schedule and request them to give the project in time.

Organize workshop / seminar in collaboration with industry at least once in a year by each department- Four departments – AUT, CVE, CHE & MAR have not achieved.

QMS Audit

Discussion:

The Internal Audit suggested that the Annexure in lesson plan is not required. Dean/ED replied that we have to maintain it for internal purpose.

Minimum number of faculty members attending class committee meeting need to be revised. It was suggested that the limit on the number faculty to attend class committee meeting is not necessary. Members suggested revising PM -13A to include Patent details also. It is approved.

M. Rep. Informed to use PM -10 A effectively for the continual improvement of QMS.

Examinations and Reforms

Discussion:

COE expressed that each department can have three experts from reputed Institutions for scrutinizing question papers. Secretary expressed that digital evaluation will improve the quality

of the system. COE replied that already a trial has been carried out by Bio technology Department during December valuation and this will be slowly introduced to all the departments. He added that this requires additional infrastructure to implement to all the departments. COE requested to provide more people and additional space.

COE informed that question paper pattern will be changed for 2021 admitted students to improve the fundamentals of the subjects. Part A will consist of twenty 2 mark questions for 40 marks and remaining 60 marks will be for descriptive type questions

Action Taken:

Secretary suggested to look for part time people to work during the examination time and also advised COE to invite external experts for scrutinizing question papers

The IQAC coordinator thanked all the members and informed that the third meeting will be held in the month of March and the meeting came to an end at 12.30 PM.

IQAC Coordinator

Principal

Sri Venkateswara College of Engineering

Internal Quality Assurance Cell (IQAC) Meeting III Minutes

(2018-2019)

Date: 24th March 2019& 11:00 A.M.   **Venue: Library Conference Hall**

Agenda:

- Feedback system and analysis

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary,Dean- ED, Dean-Academic, Dean-Research, COE, HoDs,CPO and IQAC Coordinator

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

The salient deliberations of the meeting are as follows:

Feedback system and analysis

Discussion:

IQAC coordinator requested Dean-Students Welfare, to record the feedback from parents during the parent teacher meeting of first year students. He pointed out that many parents have given 'Excellent' for all the parameters in the feedback form. Dr. J Venkatesan, informed that the Parents suggested to have more No. of ' AC Buses.

Secretary informed that 6 A/C buses are currently running and also collecting information to send A/C buses for other places. Dr. K Pitchandi, CoE, informed that most of the buses are not having first aid boxes. Dr. A Gnanasekar, HoD/LIB suggested that GPS system may be implemented in all buses.Dr. S Saravanan, Transport In-Charge suggested that we may have 2 cameras in buses. One camera view will be inside bus and another one pointing towards stopping.

The IQAC coordinator thanked all the members and informed that the fourth meeting will be held in the month of June and the meeting came to an end at 12.00 PM.

IQAC Coordinator   Principal

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Internal Quality Assurance Cell (IQAC) Meeting IV Minutes

(2018-2019)

Date: 19th June 2019& 10:00 A.M.   **Venue: Library Conference Hall**

Agenda:

- Physical Facilities and Maintenance of campus infrastructure
- Institutional Vision and Leadership
- Strategy Development and Deployment
- Faculty Empowerment strategies
- Internal Quality Assurance System (IQAS)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HoDs,CPO and IQAC Coordinator

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

The salient deliberations of the meeting are as follows:

Physical Facilities and Maintenance of campus infrastructure

Discussion:

- Hostel will be completed in the next year
- Drainage water passage construction is in process.
- Overhead tank has been constructed in each department building,
- New entrance gate will be constructed due to the extension of the high ways soon.
- Compound wall height will be increased.
- Another pond will be constructed to store 10 million litres of water under Rain water harvesting scheme.

Institutional Vision and Leadership

Discussion:

Principal informed that this will be specified in Vision 2023 document which will be prepared shortly.

Secretary suggested that depending upon the requirement; we have to modify vision and mission.

IQAC Coordinator informed that stakeholders' opinion will be taken into consideration while revising the Mission Statements.

There was a lengthy discussion on the establishment of specialized centers and promoting them into centers of excellence to achieve the Vision.

Principal informed that departments should have clear idea about Vision and Mission.

Strategy Development and Deployment

Discussion:

IQAC coordinator informed that web based advertisement about college is being carried out by Prof.V.Murugavel.

Faculty Empowerment strategies

Discussion:

Quality Policy has been changed to suit the requirement of DGS for Marine Engineering Department and Principal told that the same is being approved in the BoT meeting held. This updated Quality Policy will be included in the ISO Quality Manual and will be updated in calendar and displays.

Dr.B.Thilaka, Assistant Dean – Examinations has been re-designated as Deputy Controller of Examinations. Assistant HoDs have been appointed in all the Departments.The roles, responsibilities and authorities for the above two positions have to be included in the Quality Manual.

Internal Quality Assurance System (IQAS)

Discussion:

HoD-MAR said that the Directorate General of Shipping, Mumbai, Government of India has instructed, all the Maritime Institutes offering courses leading to a career on the ships, to upload the quality policy and the quality manual in the E-governance portal of the DGS. In this connection, we have given our undertaking to comply with the same before the due date.

HoD-MAR also informed that the quality policy should specifically mention the compliance with STCW requirements and the Process Measure (PM) should include the examination processes also. The Marine Engineering course to be included in the Quality Management System. The approval has been obtained to incorporate the changes in the Quality Policy and the other requirements (Examination Process Measure) are being attended under the guidance of Principal &CoE. The same would be completed and uploaded before the deadline.
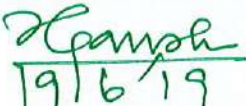
HoD-MAR informed that the Government of India has initiated the process to evaluate the quality of the students undergoing STCW courses in the approved Maritime Institutes. Henceforth our students need to pass the exam to earn their mandatory STCW certificates. The students are informed of the same.

HoD-MAR informed that the DGS through a letter has decided to bring consistency in the quality of the students getting admitted for the various marine courses across the country under different modes. In this connection a common entrance test is proposed to be conducted. HoD-MAR said that the difficulty in enforcing this common entrance test by the institutes affiliated to the State University in Tamilnadu has been conveyed by a letter through President, METIA (Maritime Educations and Training Institutes Association).

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The IQAC coordinator thanked all the members and informed that the meeting came to an end at 1 PM.

IQAC Coordinator

Principal

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Internal Quality Assurance Cell (IQAC) Meeting-I Minutes

(2019-2020)

Date: 25th September 2019& 10:30 A.M.   Venue: Library Conference Hall

Agenda:

- Catering to student diversity
- Teaching – Learning process
- Teacher profile and Quality
- Evaluation process and reforms
- Student performance and learning outcomes
- Student Satisfaction Survey
- Student Support
- Student Progression
- Student Participation and Activities
- Annual Quality Assurance Report(AQAR)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the first IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Teaching – Learning process

Discussion:

Secretary mentioned that students are coming to SVCE for placement and degree. Prof. S. Muraleedharan, CPO informed that incubation centre will be set up inside SVCE by Atheno soft company. It will be helpful and they will offer internship and training for students

IQAC coordinator expressed that we have a scope for improvement in the areas like Teachers' E-Content, Honour from government and IPR.

Action Taken:

Secretary instructed the principal and HODs to discuss to have teaching on par with the placement requirements.

Teacher profile and Quality

Discussion:

At least 25% of faculty members shall pursue higher qualification every year- is achieved at college level. All faculty members shall participate in at least one FDP/seminar/workshop every year - objective is achieved in all the departments except IT & Applied Chemistry. It is in the increasing trend only.

Each department shall organize at least 2 Conference/FDP/Seminar/Workshop every year -objective is achieved by all the departments. Upgrade technical skills of one staff - objective is achieved.

One faculty member from each department shall receive training in leadership skill every year - is achieved by all departments except Chemical Engineering, Applied Physics & Applied Mathematics Departments. No. of faculty members undergoing industrial training in a year should be more than 30% . With respect to English Communication Laboratory, Principal felt that the faculty needs to possess a soft skill training certificate.

Evaluation process and reforms

Discussion:

Revision of Assessment Methods and Patterns – This has been done and followed from 2020-21. I year target pass percentage is 72%. Bio-Tech, Chemical, CSE, ECE, EEE departments have achieved. Civil and Marine departments have not achieved. II & III semesters, Bio-Tech and Marine departments also achieved pass percentage target.

Prof. K. Picthandi, COE, suggested changing the assessment pattern so as to improve the fundamental concepts and also making the students to study from standard text books given in the syllabus without given PPT & Notes.

Student performance and learning outcomes

Discussion:

The exit feedback by 2019 passed out students reports that the classes handled by teachers were very instructive and useful. More than 70% of students are clearing the first round but for the technical test and interviews, the performance goes down drastically. For example 9% in Infosys, 8% in TATA Elxsi Ltd. etc.. This has been already communicated to the concerned departments and requested them to concentrate on fundamentals with necessary hands on labs.

Professional Objective leader suggested that research collaboration with government institutions, industries and foreign universities may be considered in future.

Student Support

Discussion:

Prof. J. Venkatesan, Dean/SW, informed that very good feedback had been received from students and parents about the induction program conducted for first year students. He replied that 23 students out of 66 having arrears. 8 students are having 1 arrear and 5 students are having 2 arrears. They are continuously counselled, monitored & taken care to complete the arrear papers. clear arrear papers to achieve 85% of target. Main reason is mathematic subject. Maths and Physics departments need to support to improve the results. HODs of those departments assured to support.

Principal asked about the plan of action to achieve the target. The reply was that many students are having 1 arrear and students' requirements are looked after with the help of faculty advisors and percentage will improve after the arrear exam results.

HOD/CVE, reported that 41 students have cleared all papers. 24 students are still having arrears. 3 students with 1 arrear, 4 students with 2 arrears, 3 students with 2 to 5 arrears, 6 students with 6 to 15 arrears and 8 students are having more than 15 arrears. We have planned to focus on students having up to 5 arrears first. Few faculty members are focusing on arrear students and providing necessary guidance to the needy students.

HOD/ECE, informed that 135 students are passed out of 175 students and 79% eligible to get degree. 11 students are having less than 2 arrears. After the conduction of arrear exams, the % of students eligible to get degree will be improved. The needy students are supported with additional coaching and study materials.

VP &HOD/EEE, informed that the pass % of passed out regular students is 83.59 & lateral entry students is 77.77 and the overall % of students eligible to get degree is 70.63. The % may improve after the conduction of arrear exams. The arrear students are given special attention by the teachers to improve the performance.

HoD/INT, informed that the target pass percentage for VII Semester could not be achieved due to the subject Internet of Things (IT16701). The nature of the subject is complex as it involves design and coding. Based on the feedback from students after CAT 1,the faculty conducted Tutorial classes. There was improvement in the CAT 2 pass percentage. Remedial classes were also conducted by the faculty for needy students after CAT II and the end semester pass percentage is 82.14% which is greater than CAT I & CAT II Pass percentages.

HOD/APM reported that students got good internal marks, but struggling in 3 hour exam. HOD/Mech, informed that target percentage is achieved in seventh semester. Students are having arrears in sixth semester subjects. Arrear students are counseled and advised to improve the results. First semester result is above 70%. III, IV & V semester results are 80%. He mentioned that Lateral entry students are not interacting in the common class but when classes are conducted separately, students are interacting well and the result is good.

Action Taken:

Prof. K. Picthandi, CoE, suggested that separate classes may be conducted for lateral entry students during initial period of time. Prof. S. Muraleedharan, CPO, suggested that students must be trained well in the fundamental concepts. HODs support required to conduct training programs. 136 classes were conducted during pandemic period.

Principal suggested conducting certificate courses for students with proper syllabus and a minimum duration of 15 hours to aid them in their carrier development.

Student Progression

Discussion:

Prof. K.R. Santha, VP &HOD/EEE informed that we have to focus on number of students eligible to get degree. In even semester, target percentage for eligible to get degree is 85%. Bio-Tech (87.27%) and CSE (85%) departments have achieved the target. Other departments could not achieve. Marine (80%), Mechanical (75.76%) and ECE (78.86%) departments are close to the target. Prof. S. Muraleedharan, CPO, informed that he has received excellent feedback from employers of our students.

Dean/Academic informed that in 2019-20, Total no. of students appeared for the examination was 1055. 773 students are eligible to get degree. 124 students are shortfall to achieve the target of 85%. Out of 124 students in the VIII semesters, 5 students were not cleared even after review in the recently conducted on-line examination. Twenty students have cleared all the papers out of 25 and 80% are eligible to get degree.

Prof. S. Muraleedharan, CPO, presented the report on employability achievement status. In 2019-20, 634 students opted for placement, 615 students got placement and the objective is achieved. He pointed out that the target is achieved by bringing non-technical companies also. 147 offers were given to students from non-technical companies. Performance in core company placements: Mechanical and Automobile engineering students could not perform well in all the 28 core companies' recruitment process and no one got selected. EEE & ECE students did not get the opportunity in the 22 core companies visited the campus.

Prof. S. Muraleedharan, CPO, informed that DLF & TVS are ready to give internship to students. If they are good, placement offers also will be given.

Action Taken:

Secretary expressed that beyond the data collection, the pre-qualifier factor which is the pass percentage should be given at most importance.

Student Participation and Activities

Discussion:

30% of students to do industrial relevant final year project work - IT and Bio-Tech departments could not achieve and other departments have achieved the target. Every department has arranged three industrial visits per year

Annual Quality Assurance Report(AQAR)

Discussion:

Development of formats for Quality Objectives has been completed and will be followed from January 2021. Root Cause Analysis for the Quality Objectives which were not met – Objective Leaders has got the analysis and the action plan from the respective HODs and will be effective from AY 2020 – 21.

The IQAC coordinator thanked all the members and informed that the second meeting will be held in the month of December and the meeting came to an end at 1 PM.

IQAC Coordinator   Principal

Internal Quality Assurance Cell (IQAC) Meeting-II Minutes

(2019-2020)

Date: 20th December 2019 & 10:00 A.M.   **Venue: Library Conference Hall**

Agenda:

- Promotion of Research and facilities
- Resource mobilization for research
- Innovation Ecosystem
- Research publications and awards
- Consultancy
- Collaboration
- Institutional values and Social responsibilities
- Institutional Distinctiveness
- Administrative Audit Reports

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HODs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the second IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Promotion of Research and facilities

Discussion:

The number of proposal for research work to various funding agencies should be 30% of total faculty strength in every year - achieved at the college level. Retaining the Research centre status at least three eligible Research Supervisors or faculty shall be available in department. Some more Centres of Excellence shall be developed.

Dean(Research) informed that Physics and Mathematics departments have received research centre status with slight change in the name.Having at least one live externally funded project by every eligible department every year - 19 live projects are going on at the college level.

The number of quality papers published in National / International Journal should be equal to 20% of total faculty strength in every year– The target was achieved at college level but few departments have not achieved - Marine, Civil and IT departments.

Research publications and awards

Discussion:

Mentoring at least two graduate/post graduate students/research scholars from each department to do research and subsequently to publish at least two papers in journal every year.

Consultancy

Discussion:

The college shall generate a minimum of Rs.1 lakh per year from industrial consultancy work - Civil, Chemical & ECE departments could not achieve.

Collaboration

Discussion:

IIIC Coordinator informed that positive feedback is received from all the companies with whom we have MoUs. The objective to organize workshop / seminar in collaboration with industry at least once in a year by each department – achieved by all departments.

Institutional values and Social responsibilities

Discussion:

Safety signs, symbols and posters are not displayed in the non-marine laboratory - for example Electrical Machines Laboratory. In the Marine laboratories also the surveyor pointed out that some important signposts (as per IMO regulation to be put up).

Academic and Administrative Audit

Discussion:

IQAC coordinator explained the scope of Internal Academic and Administrative Audit (IAAA). that the audit was on data collection, mainly on Criteria II & III in the respective departments.

The validity of NBA Accreditation for all the departments (except Civil & Marine) is expiring in June 2021. So, the departments have to start the various activities related to the preparation of Self Assessment Report (SAR) and be ready for reaccreditation process. The NAAC Certificate of Accreditation is valid up to December 2021 and the process of preparing IIQA, SSR will be initiated in the month of May.
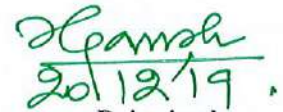
Action Taken:

Secretary suggested having a unified single audit system catering the requirements of ISO, NAAC & NBA etc.

The IQAC coordinator thanked all the members and informed that the third meeting will be held in the month of March and the meeting came to an end at 12.30 PM.

IQAC Coordinator

Principal

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Internal Quality Assurance Cell (IQAC) Meeting-III Minutes

(2019-2020)

Date: 23rdMarch 2020 & 11:00 A.M.   **Venue: Online mode through Google Meet**

Agenda:

- Curriculum Design and Development
- Academic flexibility
- Curriculum Enrichment

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary,Dean- ED, Dean-Academic,Dean-Research, COE, HoDs,CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the third IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Curriculum Design and Development

Discussion:

Dean-Student Welfare asked for change of name for B.E. Automobile Engineering to B.E Mechanical with Automobile Engineering to attract core company placements. Prof. K. Pictandi,

CoE expressed that the curriculum and syllabus need to be changed and get approved by BoS. Principal asked Dean-Student Welfare to apply for name change.

Action Taken:

Secretary told that Board of study can decide on curriculum and syllabus change.

Academic flexibility

Discussion:

Secretary mentioned that curriculum design and examination are the two pillars of the Autonomous system and must be handled efficiently by separate personnel instead of overloading CoE with both. The curricular related activities shall be looked after by Dean Academics and examination related activities by CoE.

Prof. K. Badrinathan, Dean/ED, informed that students have given good response for special electives. Three courses have been conducted and feedback received. Many of them recommended for similar courses. Four courses are planned for 2018 regulation students. The details are circulated and getting registration from students.

Secretary asked about the impact of these courses on placement. Dean/ED replied that it is yet to be measured. Secretary opinioned that this must benefit students in their career development. Secretary advised to have a thorough analysis before going for change of name of the programme.

The IQAC coordinator thanked all the members and informed that the fourth meeting will be held in the month of June and the meeting came to an end at 1 PM

IQAC Coordinator   Principal

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Internal Quality Assurance Cell (IQAC) Meeting-IV Minutes

(2019-2020)

Date: 26th June 2020 & 10:00 A.M.   **Venue: Online mode through Google Meet**

Agenda:

- Physical Facilities
- Library as a learning resource
- IT infrastructure
- Maintenance of campus infrastructure
- Strategy Development and Deployment
- Financial management and Resource mobilization
- Internal Quality Assurance System (IQAS)
- Plan of Action and achievements

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.Adarsh Krishna
- Members Present: Secretary, Dean-Academic,Dean-Research, COE, HODs,CPO and IQAC Coordinator

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

The salient deliberations of the meeting are as follows:

Physical Facilities

Discussion:

Prof. S. Sampath Krishnan, Warden, reported that the MAX caterer performance needs to be improved. Prof. S. Saravanan, Transport Convener, informed that there are three service providers for buses and cabs. Performance is good. Bus breakdown is decreased now. Another pond will be constructed to store 10 million litres of water under Rain water harvesting scheme.

The Surveyor informed that the multipurpose hall cannot be accepted either as an indoor stadium or an auditorium. The surveyor is not convinced with our reply.In the hostel the wording "Suggestion Box" should be stenciled above the box. Electrical Substation: Floors, Mats and general appearance are not at all satisfactory. Also an open switch board was noticed and pointed out. The claim of power factor in the region of 0.95 onwards is not acceptable. Surveyor wanted us to check and verify the entries made.

Library as a learning resource

Discussion:

In central library, the No. of books missed had increased for the year 2019-20. No action has been taken for the missed books from 2011 onwards. Principal advised for a root cause analysis. The marine surveyor informed that the college Central Library should have at least one or two copies of the books that are displayed in the library monitor screen.

IT infrastructure

Discussion:

Dr. G. Mathiazhigan, Head/IMS, informed that different formats are there for ISO process and everything cannot be generated in ERP. He expressed to map ISO formats with the report generated in ERP. Prof. V.Vidhya, HoD/INT, informed that PG lab is required in IT Department.

Maintenance of campus infrastructure

Discussion:

Road Map for the Institution under Autonomous stream & Revision of Vision – Mission statement – These have been carried out in the Vision 2023 document.Many new types of equipment are already purchased in most of the departments. Dr.A Baskaran, Campus Security Officer, informed that the security service is good.

Maintenance department coordinated in sanitizing the classrooms, faculty rooms, all laboratories in the departments and the entire campus during Covid19 pandemic.Prof. S. Sampath Krishnan, Warden informed that all the rooms in the hostel are sanitized and are ready for accommodating the students when pandemic ends.

RO Plant: PH value was recorded between 6.5 to 7.5 for the drinking water. Marine surveyor felt that it should be ideally about 7.2 and above to the maximum of 8.0.

Any special requirement that is to be ensured before operating the machinery should be displayed near the machinery to avoid accidents/untoward incidents.

Strategy Development and Deployment

Discussion:

Objective Leaders have prepared action plans for the not achieved objectives.

Financial management and Resource mobilization

Discussion:

Budget utilization was low in some departments:

Applied Mathematics – Capital – 0%, Research – 0.05% and Consumables – 24%.

Automobile - Equipment purchase 7%, consumable 20% and books 0%. Civil - capital - 31.3% and revenue - 40%

Mr.Varadharajan, Finance Executive, informed that management suggested to recover all damages by students every year instead of collecting at the end of the program.

Internal Quality Assurance System (IQAS)

Discussion:

Quality Manual has to be updated to include the requirements of MAR Dept. – This has been completed. Revision of PM - 13A, Annexure to FT/GN/82 A, B & C – These have been revised and will be in effect from January 2021.

IQAC Coordinator explained about the overall observations during IAAA processes and suggested to organize more number of IPR programmes and certification courses for minimum of 40 hours in the respective departments.

Plan of Action and achievements

Discussion:

The Autonomous system will be completing 5 years in 2021 and renewal is due in 2022. So, working on autonomous renewal has to be initiated. The CoE mentioned that the parameters like Performance of faculty, how much change is done in curriculum, infrastructure development after getting Autonomy, etc. will be given more weightage in the evaluation for renewal.

Where do we stand with available data?was the query posed by the secretary for which COE Prof. K. Pitchandi replied that the college can surely get extension with available information.

The IQAC coordinator thanked all the members and the meeting came to an end at 12.30 PM.

IQAC Coordinator   **Principal**

Internal Quality Assurance Cell (IQAC) Meeting-I Minutes

(2020-2021)

Date: 28th September 2020 & 10:30 A.M.   **Venue: Library Conference Hall**

Agenda:

- Teaching Learning Process
- Teacher profile and Quality
- Evaluation process and reforms
- Student performance and learning outcomes
- Student Satisfaction Survey
- Student Support
- Student Progression
- Annual Quality Assurance Report(AQAR)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,

- Alumni : Ms.Sowmya Mahadevan

- Student : Mr.N.N.Harish Kumar

- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HoDs, CPO and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the first IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Teaching – Learning process

Discussion:

Students should be trained the coding skills from 1st year itself along with more aptitude and communication sessions.

- All the subjects should be half practical and half theory.
- Syllabus should be in line with GATE.

Some subjects are missing in the curriculums which are expected by reputed universities abroad for admission into masters programs. There are a lot of subjects given in syllabus as electives. But only few are offered. It would be nice if all subjects are offered. Students are not given a chance for choosing required electives as there is restriction in number of students.

Action Taken:

The principal instructed all the HODs to offer elective subjects based students' choice and also formulate the syllabus catering the needs of GATE and other competitive exams.

Teacher profile and Quality

Discussion:

Professional Objective report was presented with the following observations.

PO1 At least 25% of faculty members shall pursue higher qualification every year was met at 40% with the target set at 25%.

PO2 All faculty members shall participate in at least one FDP/seminar/workshop every year: 100% of SVCE faculty members have attended at least 1 or more training programs.

PO3 Each department shall organize at least 2 Conference/FDP/Seminar/Workshop every year: A total of 181 programmes are conducted by various departments and the objective was met.

PO4 Upgrade technical skills of one staff member (Non-teaching) per department per year: All the student departments have achieved the target.

PO5 One faculty member from each department shall receive training in leadership skill every year: sixteen faculty members have attended leadership programmes and the objective was met.

Action Taken:

Professional objective leader has been instructed to coordinate for implementing the collaborative quality practices with other institutions.

Evaluation process and reforms

Discussion:

It is decided to conduct end semester examination in offline mode, in this regard, request has been made to all the heads of the department to plan for special classes for needy students based on the performance of CAT 3 (3 Hour Model exam) examinations and this will lead to obtain good pass percentage in all semesters will met the target pass percentage.

Continuous follow-up and necessary attentiveness on the students attending special class/remedial class is highly required.

Students who take credit transfer courses through the Swayam portal based on the R18 regulations, must be monitored and supported by the relevant subject handling faculty members for the better performance and ensure success in these courses. Attentiveness to be given to both regular and lateral students in this regard.

Action Taken:

It was instructed to the HODs to do motivation, continuous monitoring, and interaction with students with help of faculty advisors.

Student performance and learning outcomes

Discussion:

Secretary asked the Dean academics about whether there is any kind of analysis for classification of results like First Class, Distinction etc.

Dean -Academics replied that new result analysis format is proposed to meet new regulation with effect from 2021-22 odd semesters onwards.

Prof. S. Muraleedharan, CPO, said that sometimes CGP is misleading students from an industry perspective.Dr.K.Pitchandi, CoE, suggested that to focus fundamentals and Re-commending standard textbooks. Dr.S.Ramesh Babu,HoD/MEC, replied that apart from text books, students self-interest is required to learn the fundamentals.

Action Taken:

The Principal instructed to all academic members to recommend standard text books and relevant e-sources during the respective topics in the class room.

Student feedback

Discussion:

Many students expressed that the quality of education offered by the SVCE is excellent and it is excellent experience learning at SVCE. Significant no of students expressed that the curriculum under R2016 is not updated and requested the updated curriculum in accordance with the industry needs and future technology. In this regard, some students appreciated the updating in R2018. All the core and technical theory subjects should have practical components with hands on for better visualization of concepts and to enable better understanding of applications.

Action Taken :

Dean-ED requested industrial members to arrange for collaboration to conduct practical based theory classes.

Student Support

Discussion:

Departments had conducted 45 hours of department-specific core technical training with the help of the concerned department faculty members to improve the students' technical skills. More than 35 Core companies had visited for 70 students (ie 1:2 ratio) to SVCE for the academic year 2020-21. Academic Officer, informed that online verification process for student data such as mark sheet and degree certificate is available.

COE informed that AICTE has increased online courses upto 40% for which Principal said that it will be helpful for students.

Secretary informed that we need good counselors in each department to advise the students about recent changes made in the curriculum.

Principal informed HoDs that all Faculty advisors must have curriculum awareness.

Marine Engineering students need proper placement training and mock interviews before facing the final interviews. HoD/MAR, informed that marine students are experiencing language problem during campus interview even after being trained by HSS department.

Secretary replied to HoD/MAR that proper training should be given to the students in communication also he added that training programme should have to structure it in a way from zero to top level. Dr. Murugavel, HoD/HSS, reported that few students are utilizing the communication laboratory effectively.

Action Taken :

Secretary asked HoD-HSS to make sure that there must be some attraction towards the Communication laboratory for those needy students. Principal suggested that coding skills are also important and the department contribution is required to improve the same.

Student Progression

Discussion:

Chief Placement Officer(CPO) asked to introduce new courses in regulation 2022 to meet the industry expectation.Dr. S. Ramesh Babu,HoD/MEC, replied that students are not going for higher education immediately, Even after choosing higher studies option.

Principal informed that HoDs should track the career progress of the Students even after the graduation. Dr. S. Ramesh Babu,HoD/MEC, informed that individual offer letters are expected by inspection committees.Prof. S. Muraleedharan, CPO, replied that offer letters will be given to Students only at the time of joining.

CPO reported that last year, we conducted seventy hours of aptitude training class and also special programs were conducted to crack competitive exams for the students. But only 50 % of students are utilizing the program. Dr. K. Pictandi, CoE said that pass percentage has been improved in the last three years. AMKAT training was very useful to the students. Also he suggested that the college can also have a tie up with Skill Track.

Dr. K. Badrinathan, Dean/Ed, informed that 480 Students participated in 29 events in PALS, Students won first prize in Hackathon for innovative projects and received a trophy. PALS appreciated that our college is a proud partner institution.

Action Taken :

Principal informed that faculty advisors have to collect the offer letters immediately after joining the company with help of placement coordinator.

Annual Quality Assurance Report(AQAR)

Discussion:

IQAC coordinator informed that IQAC internal audit was Conducted and received AQAR data for the AY 2020-21. Evidence was checked and verified during the audit criteria wise. Also stated that the Industry Institution interaction was improved. Further, IQAC proposed to organize faculty training in the quality audit and environmental audit.

The IQAC coordinator thanked all the members and informed that the second meeting will be held in the month of December and the meeting came to an end at 1 PM.

IQAC Coordinator

Principal

Sri Venkateswara College of Engineering

Internal Quality Assurance Cell (IQAC) Meeting-II Minutes

(2020-2021)

Date: 21st December 2020& 10:00 A.M.   Venue: Library Conference Hall

Agenda:

- Resource mobilization for research
- Collaboration
- Institutional values and Social responsibilities
- Administrative Audit-Internal
- Examination Audit

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Alumni : Ms.Sowmya Mahadevan
- Student : Mr.N.N.Harish Kumar
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HoDs, IO leader and IQAC Coordinator

IQAC coordinator welcomed the Secretary, the Principal and all the members gathered for the second IQAC quarterly meeting. The Chairperson presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

Resource mobilization for research

Discussion:

The number of research papers published in National /International Journal should be equal to 20% of the total faculty strength in every year. The total number of publications 206 and the number of faculty contributed the same is 96 we are able to achieve 38% (Achieved)

The number of proposal for research work to various funding agencies should be 30% of the total faculty strength in every year. 124proposals are submitted to the funding agencies and the percentage out of 252faculties is 49% (Achieved). Having at least one live externally funded project by every eligible department every year. Twelve live funded projects in progress out of 10eligible departments (Not Achieved)

Mentoring at least two graduate/post graduate students/research scholars from each department to do research and subsequently to publish at least two papers in journal every year 124 students are collaborated with publications (Achieved)

Retaining the Research Centre status by eligible departments All ten departments are retaining the research status by Anna University (Achieved)

At least three eligible Research Supervisors of Anna University ineligible Departments 58 research supervisors guiding research scholars and able to fulfill the same (Achieved)

Action Taken:

Secretary suggested exempting the department from objectives if the department is not achieving consistently for 5 years. Principal informed that to have an SCM meeting and fix the target based on NIRF requirement.

Collaboration

Discussion:

Prof. Kumaratharan reported that the college received appreciation for the 2021-22 curriculum by industry people who insisted on learning foreign language, new PG programs introduction

and were also willing to sponsor industry-oriented programs. Many industries are willing to give training for faculty members also.

Prof. S. Ramesh Babu, HoD/MEC, informed that collaborating with Industry should start with MoU. Based on that few students got internships in the company.

Principal said that NAAC criteria require more activities after MoU otherwise, it is ignored.

Prof. K.R. Santha, HoD/EEE informed us that they approached two companies for MoU.

Prof. Krishnan, HoD/MAR informed that they have MoU with Cochin shipyard and the MARINE students are provided training regularly from that company.

IO-1: 30% of the students to do industrial relevant projects - is not met marginally due to the pandemic.

IO-2: Number of faculty members undergoing industrial training should not be less than 30 % - is not met due to pandemic. Some department got the opportunity to do virtual training.

IO-3: Organize workshop/seminar in collaboration with industry at least once in a year by department - is not achieved by few departments.

IO-4: Each department shall generate a minimum of Rs. 10,000 per year from industrial consultancy work- is achieved college level Rs. 1.5 lakhs. Four departments were not able to generate the amount.

IO-5: Every department shall arrange 3 industrial visits per year – is achieved by only few departments because of pandemic, industries have not offered.

Action Taken:

IQAC Coordinator suggested Industrial objective leader to invite the nearby industrial estate association presidents for enhancing the industrial collaboration.

Institutional values and Social responsibilities

Discussion:

Prof. Bhaskaran, Head - CSS, informed with the help of Sriperumbudur primary health centre Vaccination camp was conducted and 160 employees benefited from it.

Vice-Principal stated that NIRF ranking framework consists of 5 parameters namely,

- Teaching, learning and Resources (TLR),

- Research and Professional practice (RP),
- Graduation Outcomes (GO),
- Outreach and Inclusivity (OI),
- Peer Perception (PR)

SVCE secured a place in the 201-250 band of NIRF 2021ranking with an overall score of 31.30 out of 100. In the parameter-wise marks released, SVCE secured relatively good scores in TLR, GO and OI. However, in the remaining two parameters namely, Research and professional practice (RP); and Peer perception (PR), SVCE scored low marks. NIRF derives the publication details directly from Scopus and Web of Science indexing sources, and similarly the patent details directly from the registered patent offices.

Action Taken:

All the members have decided to set research targets and address the deficiencies in Research and professional practices at the college.

Stakeholders' Progression

Discussion:

Prof. Sampath Krishnan, Warden, reported that Max Caterer and Laundry services have received good feedback from the students.

Prof. Saravanan, Transport Convener informed that there are two service providers for CAB and one service provider for bus, there were No issues reported in the service.

Prof. Bhaskaran, Head - CSS, informed that the security service is satisfactory. Prof. G Mathiyazhagan, HoD/IMS informed that ERP has completed two years of service on the campus.

A Periodic review has been conducted and the feedback is also received from various stakeholders, the feedback report has been forwarded to the Master soft company for improvement also, the training program has been organized periodically for the new modules.

Action Taken:

Principal instructed to prepare manuals for the ERP modules.

Autonomous Examination

Discussion:

Prof. K. Pitchandi, COE, asked to conduct an exam in physical modeand valuation may be in a digital mode, since it is easy to combine DVS to OBE. Also it requires 30 to 40 computers additionally to setup the DVS. The INT department has agreed to provide one server for DVS alone.

Secretary asked if any feedback was received from stakeholders. CoE replied that Anna University and NAAC experts appreciated the system. Further, he asked that any repository available like question papers and question banks etc.CoE replied to the secretary that question papers are available in the library.
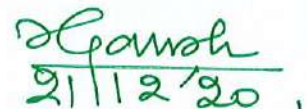
Action Taken:

Prof. K.S.Badrinathan, Dean-ED, informed that the existing all process measures are useful and it must be revisited.

IQAC Coordinator thanked all the members and informed that the third meeting will be held in the month of March and the meeting came to an end at 12 PM.

IQAC Coordinator   Principal

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Internal Quality Assurance Cell (IQAC) Meeting-III Minutes

(2020-2021)

Date: 24rd March 2021 & 11:00 A.M.   Venue: Online mode through Google Meet

Agenda:

- Feedback system and analysis
- Academic performance

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Student : Mr.N.N.Harish Kumar
- Members Present: Dean- ED, Dean-Academic, COE, HODs and IQAC Coordinator

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

Feedback system and analysis

Discussion:

Principal asked about the feedback like special courses, new courses in the academic year 2020-21. Dean-ED, said that external members and students are happy about the courses. Questionnaires on feedback will be created from next academic year onwards. Only attendance issues were there. Since the course is an online, the experts can handle sessions from anywhere.

HoD/IT, informed that they have received good feedback from students to start the new PG Course Cyber forensic course. Result analysis for the AY 2020-21 for both odd & even semesters was prepared for both UG as well as PG programs.

Academic performance

Discussion:

In the Academic year 2020-2021, the overall U.G pass percentage (eligible toget the degree) is 97.27% (i.e., 999 students out of 1027 were eligible to getdegree).For the P.G. program, the overall pass percentage is 100% (26 out of 26students were eligible to get a degree).

Eligible to get a degree percentage, for the A.Y.2020-2021 is in line with theprevious AY19-20. This percentage achieved (eligible to receive a degree for 20-21) issignificantly higher than the previous academic years 2018-19 and 2017-2018.

For the candidates admitted during the academic year 2020-21 the first year(1st semester) set a target percentage which is 72% has been achieved. Theoverall exact pass percentage for the 1st semester students is 98.28%.

The overall pass percentage for UG students during odd semesters are asfollows

➢ Second year – III semester is 95.85 %

➢ Third year - V semester is 94.31 %

➢ Fourth Year - VII semester is 94.45 %.

Similarly Overall pass percentage for PG, for both I semester and III semester is 100%.

Even Semester result Analysis

➢ IV Semester is 95.6 %

➢ VI Semester is 96.94 %

➢ VIII Semester is 98.83%

➢ PG IV Semester results are 100%.

Target pass percentage is achieved by all the departments in the AY 2020-21.

Second semester UG and PG results were not yet declared for this Academic year. The comparative results analyses for the academic year 2020-21 for both odd & even semesters are enclosed along with this report.

Action Taken:

New Result Analysis formats are proposed to record, analyze and handle results of the subjects belonging to CBCS(R18) and to meet new regulations, with effect from the AY 2021-2022 (Odd Semester) onwards.

The IQAC coordinator thanked all the members and informed that the fourth meeting will be held in the month of June and the meeting came to an end at 12.30 PM.

IQAC Coordinator

Principal

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Internal Quality Assurance Cell (IQAC) Meeting IV Minutes

(2020-2021)

Date: 25th June 2021& 10:30 A.M.   **Venue: Online mode through Google Meet**

Agenda:

- Physical Facilities
- IT infrastructure
- Institutional Vision and Leadership
- Strategy Development and Deployment
- Financial management and Resource mobilization
- Internal Quality Assurance System (IQAS)

Members Present:

- Chairperson : Dr.S.Ganesh Vaidyanathan,
- Industry : Mr.K.V.Ramanan
- Student : Mr.N.N.Harish Kumar
- Members Present: Secretary, Dean- ED, Dean-Academic, Dean-Research, COE, HoDs,CPO and IQAC Coordinator

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

The salient deliberations of the meeting are as follows:

Physical Facilities

Discussion:

HoD/MEC informed that they need additional place for the basic workshop. HOD/INT, informed that the computer labs in the MAR block are yet to be renovated. HOD/CHE informed that lab space is getting damaged during the rainy season and requested to clear it.

Prof.K.Pitchandi, COE, informed that CCTV surveillance is required in COE office. Principal also informed that the minor problems on the campus need to be rectified immediately without any delay.

Action Taken:

Secretary replied that the entire request will be sent for approval. If approved, it will be implemented immediately also he informed that the new entrance will be opened in March 2022.

IT infrastructure

Discussion:

HOD/MEC, informed that students are not able to access the internet from several access points through a WIFI connection. HOD/CSE informed that students are not able to access the internet in placement classes as well as in hostels.

Dr. A. Gnanasekar, Head/LIB, replied that students can able to get an Internet access only after the instrument is registered with IMS. Head/IMS, reported that 31 access points are available.

Action Taken :

The principal said that the institution have fixed access points to all the class rooms. Each access point is capable to connect 30 to 50 users and all access points are enabled to access internet in the campus. He has instructed HOD/IMS to maintain the access points regularly.

Institutional Vision and Leadership

Discussion:

Prof. K. Pitchandi, COE, informed since the autonomous first cycle will get over by June 2022, it is necessary to work hard to get a sufficient score during autonomous inspection.COE

agreed and informed that there is more pressure on assessing high level processes like cognitive and also told that the digital valuation system was appreciated by UGC.

Action Taken:

Secretary asked to conduct an awareness program to understand the importance of autonomous system.

Strategy Development and Deployment

Discussion:

Road Map for the Institution under Autonomous stream and revision of vision and mission statement was carriedout in the Vision 2023.

Principal informed that in NIRF, the college visibility needs improvement. Also he added that NBA renewal will be due in June 2022. He has emphasizes the necessity of getting more than A grade in the forth coming accreditation..

Financial management and Resource mobilization

Discussion

Mr. Vasudevan, Finance Executive suggested that the request for research expenses should come through Dean Research only. Principal said that research expenses less than Rs.20,000 may be approved by HoDs. Expenses between Rs.20000 to Rs. 1 lakhs may be approved by principal and more than one lakh will be approved from secretary.

Internal Quality Assurance System (IQAS)

Discussion:

It has been informed that SVCE QMS has renewed the ISO 9001:2015 certification during March 2021 and it is valid up to March 2024. Secretary gave a lot of suggestions for qualityimprovement. The important points are

➢ SVCE needs to have collaborative quality practices with other institutions.

➢ The outcome must be assessed regularly for student's industrial training.

➢ Since the students are learning through online mode subject fundamentals should be taught or revised for the needy students to ensure the quality education.

Quality Manual has been updated to include the requirements of MARINE Department.

Quality Policy has been revised by including standards of training, Certification and watch keeping (STCW) requirements as per DGS Letter.

IQAC coordinator informed that there were no non-conformities reported in the 38[th]Internal Audit which is a positive sign on the standard of our SVCE QMS.Only Opportunity for Improvements (OFI) was reported during the audit and
most of them have been corrected

All Auditees should have a root cause and action plan for achieving the target.ISO 21001:2018 also known as "Education Organization Management System - EOMS" is exclusively designed for educational organizations and covers most of the requirements of NAAC and NBA accreditation which eventually will help us in NAAC and NBA audit He also added that preliminary study of this ISO version is in progress. NAAC expires during December 2021. The NAAC Steering committee has been formed and the review of self study report (SSR) is in progress. Professor K.Badrinathan, Dean – ED informed that the validity of NBA is extended till 30th June 2022 for all departments. (Except Civil and Marine Engineering)

Action Taken

Secretary asked the IQAC coordinator to take care of all the process activities concerning quality.

Principal replied that the SSR content is fine and the application for NBA will be reviewed again also he added that IQAC and ISO will work together to bring best practices.

The IQAC coordinator thanked all the members and the meeting came to an end at 12.30 PM.

IQAC Coordinator   **Principal**