



SRM VALLIAMMAI ENGINEERING COLLEGE

SRM Nagar, Kattankulathur – 603 203

Internal Quality Assurance Cell (IQAC)



Date: 08-11-2018

CIRCULAR

IQAC MEETING NOTIFICATION

All the Members of IQAC are hereby informed that the 'Internal Quality Assurance Cell (IQAC)' meeting is arranged on *12th November 2018* at *10.30 a.m.* in the Conference Hall of VEC.

Agenda

- Review of Previous Minutes of Meeting
- Review of Admissions & Possible New Courses
- Review of New Value Added Courses
- Extension of Bridge Courses
- ISO Surveillance Audit
- Review of Research Publications in previous AY
- Review of Patents Filled by Staff/Students
- Any other points with the permission of Chair

All the members are cordially invited to attend the meeting in order to improve the quality of education and to make our Institution as a 'Centre of Excellence'.


IQAC Coordinator


Principal

Copy to:

- The Director – for kind information*
- The Members of the IQAC*
- PA to Principal*
- IQAC File*



VALLIAMMAI ENGINEERING COLLEGE
SRM Nagar, Kattankulathur – 603 203



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 13.11.2018

MINUTES OF MEETING held on 12-11-2018

The IQAC Coordinator welcomed the members and initiated the proceedings. The following points were discussed in the meeting:

1. The previous minutes of meeting were discussed and observed that most of the points discussed in the previous meeting are progressive.
2. The finally admitted students in the college were reported less as compared to previous year. The Principal explained the possible reasons such as *Confusion in the Online Admission Process* and the *General Attitude of Students Towards Engineering*.
3. Further, the discussions were held on starting new courses in order to retain the staffs as per the new AICTE rule as well as to attract more students as a best option for the next academic year.
4. Value added courses conducted during odd semester (3rd to 27th Aug. 2018) were reviewed and found almost all were new courses and collaborated with Industries for the enhancement of technical learning of the students. The Principal and the VAC Coordinator were appreciated for this task and asked them to maintain the same in future semesters too.
5. It was reported that the bridge courses have been planned for the first and second year classes (II Sem & IV Sem students) before the start of the even semester. The Heads of Departments were instructed to maintain the effectiveness of the bridge courses and also the regular classes.

6. It was reported that the ISO Surveillance audit by external agency has been scheduled on 12.12.2018 for which all were instructed to maintain proper records. ISO-MR, HODs and their team should periodically monitor without compromising the quality.
7. It was reported by the Vice Principal that about 265 papers are published by our staffs and students during the last academic year; the print version of them are available in three bound volumes for the reference of others. About half of them are from reputed peer reviewed journals. Further, it was insisted to focus for further improvement in future.
8. The members were informed that about 6 patents have been filled so far by the staffs. Few more are in pipeline, which was well appreciated by the members present in the meeting.
9. It was conveyed that one smart board purchased for the college has been handed over to the CSE department for their regular utilization. Further, the Principal assured for more smart boards, if other departments request.
10. It was suggested by the Principal to start a *YouTube Channel* for the College.

The meeting was concluded with vote of thanks to all the members present with the task of improving the quality sustenance in order to promote VEC as the "Centre of Excellence".


COORDINATOR


PRINCIPAL

Copy to:

- i. The Director – for kind information
- ii. The Members of the IQAC
- iii. PA to Principal
- iv. IQAC File