



VALLIAMMAI ENGINEERING COLLEGE
SRM NAGAR, KATTANKULATHUR – 603 203
INTERNAL QUALITY ASSURANCE CELL (IQAC)



Ref: VEC/IQAC/Circ/2015-16/2

22-03-2016

CIRCULAR

Sub: IQAC Meeting notification – reg.

The Internal Quality Assurance Cell (IQAC) meeting will be held on 29-03-2016 at 12 Noon in the Conference Hall, VEC. The members of the cell are requested to attend.

Agenda

- i. Review of previous minutes of meeting
- ii. Newly nominated Members
- iii. ICT enabled teaching-learning process
- iv. Research publications in impact factor journals
- v. Any other points

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

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IQAC Co-Ordinator

[Handwritten signature]
22/3/16

PRINCIPAL

Copy to:

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



VALLIAMMAI ENGINEERING COLLEGE
SRM NAGAR, KATTANKULATHUR – 603 203
INTERNAL QUALITY ASSURANCE CELL (IQAC)



Ref: VEC/IQAC/Circ/2015-16/2

Date: 01-04-2016

Minutes of Meeting held on 30th March 2016

Members Present: The Director, The Principal, The Vice Principal, Prof. G. Augustine Maniraj Pandian–SRM University, Dr. K. Mathiyalahan–SRM Arts and Science College, Mr. S. Sudharshan–Wipro Technologies, IQAC Coordinator–VEC, Heads of the departments of Civil, CSE, EEE, ECE, EIE, Mechanical, IT, MBA, Mathematics, Physics, English, Office Manager, ISO-MR and Students members – Ms. S. Baranilakshmi, Ms. V. B. Laavanya.

The IQAC conducted a meeting on 30th March 2016 at 12 noon in the conference hall. The Principal, Vice Principal and the IQAC coordinators welcomed the members. The coordinator of IQAC initiated the discussion. The following points were discussed during the meeting.

1. The IQAC coordinator thanked all the members for their support for the successful submission of Annual Quality Assurance Report (AQAR) for the academic year 2014-15. In this regard, he also expressed his gratitude to the Vice Principal for the meticulous corrections and verification of the same.
2. The cell has been reconstituted in accordance with the revised guidelines provided by the NAAC and also to the requirement of the AQAR. The coordinator welcomed the members onboard and introduced the new members in the cell. The Vice Principal initiated the introduction of them with the others.
3. The IQAC coordinator expressed that he presented an awareness program on 'Bloom's Taxonomy' to the Faculty members, 100 Faculty members attended the same.
4. Our Director insisted that the 'Quality comes from the effective classroom teaching', so as to make the students understand.
5. Question banks for the current semester (Even semester of the academic year: 2015-16) have also been revised with respect to the Bloom's Taxonomy and the same is uploaded in our college website, prior to the commencement of the semester.
6. The Faculty members have undergone various courses offered by the NPTEL and appeared for the test as two batches.
7. With regard to the ICT enabled teaching-learning process, the following points were discussed.
 - a. It is being pointed out that the Faculty members are using the NPTEL videos for the courses they are offering.
 - b. The question banks uploaded in our college website are found to be more useful to the students. They feel that most of the questions in the university examinations have been selected from the question banks.

- c. Prof. Augustine insisted that the solution for the previous year GATE question papers can also be uploaded in our college website. It will be more helpful to the student aspirants in the future batches.
 - d. The lecture materials available with the Faculty members can be uploaded into an internal server of our college, wherein the students can be provided to have access for their courses.
8. Regarding the publications in the high quality journals, the following points were discussed.
- a. The UG students can publish their findings in national / international conferences.
 - b. The PG students can publish their findings through their projects in conferences / journals of national and international repute.
 - c. The research scholars have to publish their research articles in journals as prescribed by Annexure-I of Anna University.
 - d. The Faculty members can publish their research articles in the journals with impact factor / reputed indexed journals like Scopus, google scholar etc.,
9. Mr.Sudharshan expressed his view that the Technical Club activities will enable the students and Faculty members to keep themselves up-to-date with regard to the recent trends. It is also informed that it had already been practiced in our institution.
10. He also expressed that the first year students can be provided access to digital library for inculcating research attitude from the inception.
11. The meeting concluded stressing upon quality sustenance and to enable the institution as 'Centre of Excellence'.



IQAC COORDINATOR



PRINCIPAL

Copy to:

1. *The Director, VEC for kind information*
2. *The Vice Principal*
3. *All the HODs for circulation among the faculty members*
4. *PA to Principal*
5. *IQAC file*