

SRM Valliammai Engineering College

(An Autonomous Institution)
SRM Nagar, Kattankulathur – 603 203

Internal Quality Assurance Cell

23.04.2025

IQAC Meeting held on 23.04.2025 in the Conference Hall

Members Present: The Chairperson, Member from the Management, Faculty, Nominees from Local Society, Administrative Officers, Alumni & Students and IQAC Coordinator.

Agenda:

1. Review and approval of previous Minutes of Meeting.
2. Discussion on Academic Progress of Current semester and Time Table, Workload, Academic Calendar, Budget allocation for the forthcoming academic year.
3. Progress in ABC registration.
4. Discussion on NPTEL courses equivalence with Professional / Open Elective subjects.
5. Status of NAAC, NBA, ISO, AISHE, ARIIA, NIRF, IIC and IIP preparations.
6. Finalizing the date of the next Academic Audit, BoS, CAB and Academic Council Meeting.
7. Any other Points

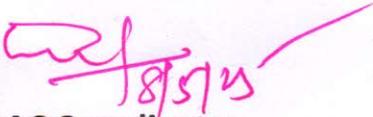
Minutes

The meeting commenced with a warm welcome from the Chairperson to all IQAC members, followed by a discussion on the key points:

1. The Minutes of the previous meeting was reviewed and got approved by the members.
2. The Academic Progress regarding students' attendance was discussed. Shortage of class hours was focused. Special case with lack of attendance was also brought to discussion.

3. The status of workload, Academic Calendar, Time table preparation for forthcoming Academic year 2025-2026 was discussed. The important dates were finalized as follows, 28th April for Budget & Events of 2025-2026 Academic Year, 30th April 2025 for workload, 15th May 2025 for the Time table, 1st week June 2025 for Academic Calendar.
4. The ABC (Academic Bank of Credits) registration process for Institutional level is to be deliberated at the end of April 2025 and for students', registration will be processed in July 2025.
5. Tentative date for submission of equivalent NPTEL courses for Professional/ Open electives courses is on or before 10th May 2025.
6. The preparation for next NAAC accreditation and NBA accreditation was reviewed. Department of EEE & EIE has submitted their SAR on 23rd March 2025 and are waiting for the Committee visit date to be announced. All other eligible departments were asked to prepare the Prequalifier. ECE, MECH and CSE department were asked to prepare and submit their SAR on or before November/ December 2025.
7. Regarding ISO audits: Previous ISO internal audit report was reviewed and the date for 2nd Internal Audit was decided from 09th May 2025. External ISO audit may be during JUL/ AUG 2025. The progress status in AISHE, ARIIA, NIRF, IIC and IIP preparations were discussed.
8. The suggestions provided by Academic Audit, BoS, CAB and Academic Council Meeting committee for all departments was discussed and the possibility of incorporating their suggestions was also analyzed. The tentative date for the next audit meeting was scheduled for July 2025.
9. Finalized the Finance Committee meeting was scheduled to the First week of May 2025. Governing Body Council Meeting was planned for the last week of June 2025.

10. It was decided to update the syllabus in the official website on or before 11th June 2025. Students' internship duration has to be planned before July 2025. The FIIP is to be planned after the announcement of the vacation slot for summer 2024-2025.


IQAC Coordinator





PRINCIPAL

Copy to:

1. The Director
2. The Principal
3. The Vice Principal
4. All Members
5. IQAC File