Sri

SAI RAM ENGINEERING COLLEGE

Accredited by NBA and NAAC "A+"

An ISO 9001:2015 Certified Institution

Sai Leo Nagar, West Tambaram, Chennai – 44.

18th IQAC MEETING
24.12.2019
AGENDA

AGENDA NO.	DETAILS
IQAC/2019.18.01	Approval of the Minutes of 17th meeting (held on 14th August, 2019) and ATR is placed before the members for the approval.
IQAC/2019.18.02	Academic Schedule for the Even semester (2019-20)
IQAC/2019.18.03	Preparations towards NBA visit (Department of ECE).
IQAC/2019.18.04	Preparation for implementation of Autonomous status.
IQAC/2019.18.05	Implementation of Sustainable Development Goals (SDG) in Sri Sairam Engineering College.
IQAC/2019.18.06	Submission of Annual Quality Assurance Report (AQAR) to NAAC.
IQAC/2019.18.07	Any other matter with the permission of the chair.

IQAC COORDINATOR

A. Rajendra Prasad

PRINCIPAL

IQAC Meeting No. 18

MINUTES BOOK

A General Meeting / Meeting of the Board of Directors / Committe of the held on the

24th day of December 2019 at Sri Sairam Engineering College

QUORUM

1. Mr. R. Sathish Kumar, Trustee
2. Mr. P. Balasubramanian, Trustee
3. Dr. A. Rajendra Prasad, Principal
4. Dr. K. Maran, Director/SIAS, IQAC coordinator
5. Dr. J. Raja HOD/ECE, co-coordinator
6. Mr. N. Lakshmi Narasimhan, Gen Broker India Ltd
7. Mr. S. Swaminathan, Sr. Manager, Cargoguard
8. Mr. Mukhtar Ameen, Manager, Sentha Tube
9. Mr. Danjat chavan, VAO, Perambadam
10. Mr. S. Bayasy, Zoho corp private ltd.

Proceeding & Discussion	Conclusion & Resolutions	Name of dissenting and / or not concurring Director
11. Mr. N. Kasthikayan, AE/Greater Chennai Corporation		
12. Dr. T. K. Subramanian, Prof/Physics		
13. Dr. B. Meenakshi, Prof/EEE		
14. Dr. K. Parvatham, Prof/Maths		
15. Ms. V. Kavitha Assoc prof/CSE		
16. Dr. V.R. Kanagavalli Assoc prof/Maths		
17. Mr. V. Ravi Raj Assoc prof/Mech		
18. Ms. M. Mythili AP/ECE		
19. Ms. V.K. Gr. Kalaiselvi AP/IT	for B. Kumaran	
20. Mr. S. Arunprasad Assoc. prof/Production	Could not be present	
21. Ms. S. Durga Devi AP/EEE	26/12/19	
22. Mr. K. Mohansay AP/ICE		
23. Dr. L. Arunachalam Dean/TAP cell		
24. Dr. N. Sivagami, Librarian	Could not be present	
25. Dr. P.K. Kumar, Physical Director		
26. Mr. R. Thambidurai, Manager		
27. Mr. N. Rakesh, Final year ECE/Student		
28. ~~Mr. R.~~ Mrs. T. Vijayalakshmi, Asso Prof/IT		
29. M. Lakshmi, Office Assistant		

Minutes of the IQAC meeting held on 24/12/2019 at IEDC cell in Sri Sairam Engineering College, Chennai-44

The IQAC Co-ordinator Dr. K. Maran welcomed the members and made a PPT presentation related to the Specified Agenda.

Sri

SAI RAM ENGINEERING COLLEGE

Accredited by NBA and NAAC "A+"

An ISO 9001:2015 Certified Institution

Sai Leo Nagar, West Tambaram, Chennai – 44

www.sairam.edu.in

Meeting No.:18 **Date: 24.12.2019**

Minutes of the IQAC Meeting held on 24/12/2019 at IEDC cell in Sri Sai Ram Engineering College, Chennai –44.

Members Present:

1. Mr. P. Balasubramaniam, Management Representative/ Trustee
2. Mr. R. Sathishkumar, Management Representative/ Trustee
3. Dr. A. Rajendra Prasad Member Secretary/ Principal
4. Dr. K. Maran, Coordinator/ Director
5. Dr. J. Raja, Co Coordinator/ Prof – ECE
6. Dr. T. K. Subramaniam, Member/ Prof-Physics
7. Dr. K. Parvatham, Member / Prof- Maths
8. Dr. B. Meenakshi, Member / Prof-EEE
9. Dr. V. R. Kanagavalli, Member /Asso. Prof- S&H
10. Mrs. V. Kavitha, Member/ Asso. Prof-CSE
11. Mr. V. Raviraj, Member /AP-Mechanical Engg
12. Mr. S. Arunprasad, Member/ Asso. Prof- Production
13. Mrs. V. K. G. KalaiSelvi, Member/ AP- IT
14. Mr. K. Mohanraj, Member, AP/ ICE
15. Dr. L. Arunachalam, Senior Admin Officer/ Dean – TAP Cell
16. Dr. N. Sivakami, Senior Admin Officer/ Librarian
17. Mr. R. Thambidurai, Senior Admin Officer/ Manager, SSEC
18. Mr. P. K. Kumar, Senior Admin Officer/ PED
19. Mr. N. LakshmiNarasimhan, Industrialist/ Manager- Brakes India Ltd.,
20. Mr. Mutaharameen, Parent/ Manager – Southern Lube Equipment
21. Mr.KalyanaSundaram, Casagrand

22 Mr. N. Rakesh, Member/ Student

23 Mr. S. Rengaraj, Alumni/ Technical Staff- ZOHO

24 Mr. N. Karthikeyan, Industrialist/ AE –Greater Chennai Corporation

25 Mrs. S. Durga Devi, Member, AP/E&I

The following members could not be present:

1. Dr. N. Sivakami, Senior Admin Officer/ Librarian
2. Mr. S. Arunprasad, Member/ Asso. Prof- Production

The IQAC coordinator Dr. K. Maran welcomed the members and made a PPT presentation related to the specified Agenda.

Agenda Number	Details
IQAC/2019.18.01	Approval of the Minutes of 17th meeting (held on14th August, 2019) and ATR is placed before the members for the approval. **Minutes of 17th Meeting and ATR is placed before the council for confirmation.** **RESOLVED to approve the minutes of the 17th IQAC meeting and the ATR.**
IQAC/2019.18.02	Academic Schedule for the Even semester (2019-20) **The academic schedule prepared for the even semester is submitted before the committee for approval.** **RESOLVED to accept the academic schedule from December 2019 to May 2020.**
IQAC/2019.18.03	Preparations towards NBA visit (Department of ECE). **The NBA team is scheduled to visit the Department of ECE on 11th and 12th January, 2020.** **RESOLVED to approve the readiness of files kept for the visit and to accept the wishes of the members for successfully getting certified with NBA for seven years.**

IQAC/2019.18.04	Preparation for implementation of Autonomous status. **RESOLVED to approve the Regulation and Syllabus prepared for autonomous status for the academic year 2020-21.** **RESOLVED to accept the suggestion given by Mr. N. Lakshmi Narasimhan to introduce courses that are in trend with the Industry.** **RESOLVEDto accept the suggestion given by Mr. N. Lakshmi Narasimhan to introduce Social Engineering.** **RESOLVED to accept the suggestion given by Mr. N. Lakshmi Narasimhan that students plant trees when they get admission in the college and maintain it for four years and earn a credit for that.** **RESOLVED to accept the suggestion of introducing Comprehensive Viva-voce in the third year.** **FURTHER RESOLVED to accept the suggestion of all members to introduce more objective type questions in the examination rather than descriptive type.**
IQAC/2019.18.05	Implementation of Sustainable Development Goals (SDG) in Sri Sairam Engineering College. **RESOLVED to accept the appreciations of members for following and working towards SDG.**
IQAC/2019.18.06	Submission of Annual Quality Assurance Report (AQAR) to NAAC. **RESOLVED to approve the draft copy of AQAR to be submitted to NAAC.**
IQAC/2019.18.07	Any other matter with the permission of the chair. Mr. S. Swaminathan suggested that every individual student may be given a chance to explain about the components of the equipment that he comes across frequently. Mr. N. Lakshmi Narasimhan suggested that allowing the students to talk make them competent in the subject. Mr. Muthahar Ameen suggested that students must be made to speak individually rather than giving importance to Group Discssions

	Dr. K. Maran said that individual talk is the next stage of Group discussions. Mr. Muthahar Ameen suggested that mentors should train their mentees to improve the communication skills. Mr. N. Karthikeyan suggested that newspaper reading habit must be cultivated among the students. Mr. S. Rengaraj said that more exposure has to be given to the students in coding and they should be competent for the current industrial needs.

A sample questionnaire on Infrastructure and facilities to be assessed by the students was submitted before the committee for approval. The feedback on the questionnaire was collected from the committee. Unanimously all the members agreed that the questionnaire is good.

The vote of thanks was delivered by Dr. J. Raja Co-coordinator of IQAC.

IQAC Coordinator

PRINCIPAL

Action taken report of the 18th IQAC meeting held on 24.12.19

S.No	Item	Action taken
1.	**Preparations towards NBA visit (Department of ECE).**	The peer team of NBA visited our campus 11th and 12th January, 2020 for accreditation of ECE department and accreditation granted up to 30-06-2023.
2.	**Preparation for implementation of Autonomous status.**	A draft copy of the curriculum, syllabus and regulations were prepared to get approval fromBoS and Academic Council
3.	**Implementation of Sustainable Development Goals (SDG) in Sri Sairam Engineering College.**	A committee is formedto implement SDG activities with team lead as Dr. Azhaghu Murugan from EEE department and a member from each department.
4	**Submission of Annual Quality Assurance Report (AQAR) to NAAC.**	AQAR for the academic year 2018-19 was submitted to NAAC online portal on 1stFebruary, 2020 and awaiting the approval.

IQAC Coordinator

PRINCIPAL