Sri
SAI RAM ENGINEERING COLLEGE
An Autonomous Institution | Affiliated to Anna University & Approved by AICTE, New Delhi
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Sai Leo Nagar, West Tambaram, Chennai - 600 044. www.sairam.edu.in

23rd IQAC MEETING ON 23.10.2021
AGENDA

AGENDA No.	DETAILS
IQAC/2021.23.01	Approval of the Minutes of 22th meeting (held on**29**thJune, 2021) and Action Taken Report (ATR) is placed before the members for approval.
IQAC/2021.23.02	To submit a proposal to NAAC under the scheme "NAAC Academic Collaboration" (without financial support).
IQAC/2021.23.03	Introduction of new programs from the academic year 2021-22
IQAC/2021.23.04	Review of curricular aspects • Live in lab • Skill enhancement courses • Mandatory noncredit courses • Additional Professional Electives
IQAC/2021.23.05	Teaching Learning & Evaluation • Academic Calendar for the odd semester of the academic year 2021-22 • Students' admission • Orientation program for first years • Student Internships • Student projects • Question paper scrutiny for CAT • Conduct of CAT and End semester examinations • Feedback analysis
IQAC/2021.23.06	Research Innovation and Extension • Quarterly Review of Research publications • Identification of Research Clusters • Funded projects from Government and Non-Government agencies • Programs on IPR, Entrepreneurship and skill development • CSR activities • Consultancy projects • Review on Functional MoUs

IQAC/2021.23.07	Infrastructure and Learning Resources • Augmentation of Infrastructure facilities • Budget Proposal • Library Resources • Establishment & Utilization of e-Learning Resources
IQAC/2021.23.08	Student support and Progression • Scholarship and freeships • Placement details • Students pursuing higher studies • Alumni talk
IQAC/2021.23.09	Governance, Leadership and Management • New IQAC members list • Academic audit • Participation in NIRF • ISO recertification Audit • Submission of AQAR for 2020-21 in autonomous format.
IQAC/2021.23.10	Institutional Values and Best Practices • Identified Best practices of 2020-21 • Clean and Green Campus award
IQAC/2021.23.11	Quality Initiatives by IQAC • Sairam RAISE • Sairam EOMS • Sairam SDG Action Program
IQAC/2021.23.12	Any other matter with the permission of the Chair

COORDINATOR- IQAC

A. Rajendra Prasad

PRINCIPAL

Meeting No. 23 Date: 23.10.2021

Minutes of the 23rd IQAC Meeting held on 23-10 -2021 at Sri Lakshmi Board Room.

Members Present:

1. Mr. Sai Prakash LeoMuthu, CEO and Chairman, Sairam Institutions
2. Mr. R. Sathish Kumar, CBO, Sairam Institutions
3. Mr.K. Naresh Raj, CIO,Sairam Institutions
4. Dr. K. Porkumaran, Director,Sairam Institutions
5. Dr. A. Rajendra Prasad,Principal, Sri Sairam Engineering College
6. Dr. K. Maran, Director, SIMS
7. Dr. J. Raja, Dean, Academics &Head-ECE
8. Dr.L. Arunachalam, Dean, Training &Placement
9. Dr. C.R.Rene Robin, Dean, Innovation
10. Dr. K. Parvatham, Prof- Maths
11. Mr. S. Sivakumar,AP/ Civil
12. Dr.M. Nithya, Asso. Prof/CSE
13. Mr. J.Harinarayanan, AP/EEE
14. Mr. K. Mohanraj, Member, AP/ ICE
15. Dr. S. Durga Devi, Assoc.Prof/E&I
16. Mr.L.Ravi Kumar, AP/Mechanical
17. Dr.S. Susila Sakthy, Ap/IT
18. Mr. V. Prabhu,AP/Production
19. Dr. S. Usha,Prof/Chemistry
20. Dr.P.K.Kumar, Senior PD
21. Mr. C. R. Balaji, Senior Manager, QA, ESAB, Chennai(Industry Member)
22. Mr. Pon Balaji Sankar, HR, Deloitte (Industry Member)
23. Dr. K. MohanKrishnan, Professor, Government Arts & Science College,(Parent)
24. Ms. C. Annapurani, (Alumni member)
25. Mr. SR. Aouthithiye Barathwaj, (Student Member)

The following members could not be present:

1. Dr. E. Priya Prof./ECE
2. Dr. N. Sivakumar, AP/Physics
3. Mr. K. Murugan, AP/MBA
4. Mr. N. Panjatcharam, VAO, Poonthandalam (Local Society)

Dr. A. Rajendra Prasad Member ,Principal welcomed the members of IQAC and an overview of IQAC, seven criteria of NAAC and yearly submission of AQAR to NAAC was explained by Dr. K. Parvatham, Co-ordinator -IQAC to the newly constituted IQAC members.

The following points were discussed based on the agenda.

Agenda Number	Details
IQAC/2021.23.01	Approval of the Minutes of 22th meeting (held on**29th**June, 2021) and Action Taken Report (ATR) is placed before the members forapproval. **RESOLVED to approve the minutes of the 22th IQAC meeting and the ATR.**
IQAC/2021.23.02	To submit a proposal to NAAC under the scheme "NAAC Academic Collaboration" (without financial support). • **During the five-year period of accreditation by NAAC, a NAAC sponsored seminar and a NAAC academic collaboration can be conducted by the HEI.** • **NAAC sponsored online seminarwas conducted on 14th and 15th of July 2020 and the seminar grant was also released by NAAC.** • **It was decided to submit a proposal for NAAC collaborative seminar by November 2021.** **RESOLVED to accept thesubmission of proposal to NAAC for a collaborative seminar before 30th November, 2021.**
IQAC/2021.23.03	Introduction of new programs from the academic year 2021-22. • **The committee was informed about the introduction of two new programs, B.E., Mechanical and Automation and M.Tech. Integrated CSE from the academic year 2021-22 with an intake of 60 seats each.** • **Also, it was informed that for B.Tech., Artificial Intelligence and Data science approval was obtained from AICTE for an increase in intake from 60 to 120 and for B.E., Mechanical Engineering approval was obtained for a reduction in intake from 240 to 120.**

	• **The department of production Engineering was closed from the academic year 2021-22** **RESOLVED to accept the changes made in intake and the introduction of new academic programs.**
IQAC/2021.23.04	Review of curricular aspects (i) PAC & DAB (ii) Live in lab (iii) Skill enhancement courses (iv) Mandatory noncredit courses (v) Additional Professional Electives. • **The date of conduct of PAC & DAB meeting was presented to the members and the minutes were kept for approval.** • **The introduction of "Live in Lab" from the third semester to fifth semester for all programs and skill enhancement courses as a value-added course from Semester I to Semester VII was explained to the members.** • **The mandatory non-credit course "Constitution of India" introduced to know about the in and out functioning of our central government was explained to the members.** **RESOLVED to approve the minutes of the PAC & DAB meetings.** **FURTHERRESOLVED to accept the appreciations of the members for the revision made in the curriculum and syllabus in the autonomous status.**
IQAC/2021.23.05	Teaching Learning &Evaluation (i) Academic Calendar for the odd semester of the academic year 2021-22 (ii) Students' admission (iii) Orientation program for first years (iv) Student Internships (v) Student projects (vi) Question paper scrutiny for CAT (vii) Conduct of CAT and End semester examinations (viii) Feedback analysis

	• **The one-page academic calendar released by the IQAC office was presented to the committee and it was informed that the department activity planner will be prepared by the departments in line with the institutional academic calendar.** • **It was informed to the members that the trend of admission in TNEA counselling is going well.** • **The orientation program for the first-year students planned from 27th October, 2021 to 10thNovember, 2021 was informed to the members.** • **Various companies where the students undergo internship were disseminated to the members** • **As an implementation of SDG in our institution the mapping of final year projects with the 17 SDGs were explained to the committee members.** • **A format released from the exam cell for checking thedifficulty, distribution of course outcomes and Blooms Taxonomy knowledge levelof questions in Continuous Assessment Test (CAT) question papers were presented before the committee.** • **Further it was decided to conduct the CAT and end semester examinations through offline mode.** • **The feedback collected on the teaching learning process through google forms for each course at the end of the semester was explained to the members.** • **The industry member Mr. C.R. Balaji suggested to include the feedback analysis of faculty for continuous improvement.** **RESOLVED to accept the appreciations of the members for the conduct of Teaching learning and evaluation process.**
IQAC/2021.23.06	Research Innovation and Extension (i) Quarterly Review of Research publications (ii) Identification of Research Clusters (iii) Funded projects from Government and Non-Government agencies (iv) Programs on IPR, Entrepreneurship and skill development (v) CSR activities (vi) Consultancy projects (vii) Review on Functional MoUs • **The paper publications by faculty in WoS /SCI/ Scopus/, ongoing funded projects, consultancy projects and MoU signed and the activities based on the MoUs were presented to the committee members.** • **It has been informed that the number of quality**

	publications by faculty has been increased when compared to the previous year. • **To improve further the quality of publications research clusters has been formed and faculty can work in any of the two domains and students can also select projects from the domain.** • **The activities conducted through IPR cell, Entrepreneurship and skill development cell and NSS were explained in detail.** • **The various MoUs signed and the activities based on the MoUs were presented to the members.** • **Mr. C. R. Balaji insisted that paper publications by students shall also be insisted. He also insisted that student projects can lead to papers.** • **Mr. Pon Balaji Shankar suggested to focus on student driven activities. He also appreciated the efforts taken by Dr. L. Arunachalam regarding placement.** **RESOLVED to accept the suggestions and appreciations of the members.**
IQAC/2021.23.07	Infrastructure and Learning Resources (i) Augmentation of Infrastructure facilities (ii) Budget Proposal (iii) Library Resources (iv) e-learning resources • **The addition on infrastructureconference halls, (alpha hall, beta hall)Training and Placement Cell and examination cell were informed to the members.** • **The new format introduced for budgetsubmission by the departments to the management were explained to the members.** • **The renewal of the existing e journals wasinformed, further it was conveyed to the members that Sri Sairam Engineering College has been selected for Virtual Lab nodal Centre and IIT Bombay Spoken Tutorial-Nodal Resource Centre, an MHRD initiative under National Mission on Education.** **RESOLVED to accept the appreciations of the members for the augmentation of infrastructure facilities and e-learning resources.**
IQAC/2021.23.08	Student support and Progression (i) Scholarship and freeships (ii) Placement details (iii) Alumni talk

	• **The scholarship details of the academic year 2020-21 were presented to the members, a total of 987 students received a scholarship amount of Rs. 2,15,70,850/- provided by the government.** • **A total of 49 students received a freeships of Rs. 9,310500 and 856 students were benefitted by the LMS scheme with a total amount of 97,00,000.** • **427 students got placed from the 2021 passed out batch and still placement is going on for 2021 passed out batchfor the current final year students' placement is going on in a good swing.** • **It was also disseminated to the members that approximately 117 honorable recruiters visited our campus for placement.Alumni connect activities, online alumni talk was conducted by all the departments.** • **Mr. C. R. Balaji enquired whether all the job offers got materialized and Dr. Arunachalam said that all the job offers were honored.** **RESOLVED to accept the congratulations from the members for scholarships, freeships and placement offers.**
IQAC/2021. 23.09	Governance, Leadership and Management (i) New IQAC members list (ii) Academic audit (iii) Participation in NIRF (iv) ISO recertification Audit (v) Submission of AQAR for 2020-21 in autonomous format. • **The compositions of IQAC members list for a period of two years were presented to the members.** • **It was decided to conduct the academic audit in the month of December, 2021.** • **It was communicated to the members that Sri Sairam Engineering college was ranked as 109th in the NIRF ranking by MHRD. A gap analysis comparing the previous ranking was done to improve the ranking within top 100.** • **It was decided to conduct the ISO recertification audit during the second week of November,2021.** • **The list of members working for the submission of AQAR 2020-21in autonomous format was communicated to the members.** • **Mr.C.R.Balaji suggested to include the action taken report of the previous academic audit.**

	RESOLVED to approve the items under the agenda IQAC/2021. 23.09 and accept the suggestions of the members.
IQAC/2021.23.10	**Institutional Values and Best Practices** **(i) Identified Best practices of 2020-21** **(ii) Clean and Green campus awards** • **The two best practices for the academic year 2020-21 was identified as mapping of student projects with the 17 Sustainability Development Goals (SDG) and the conduct of Ideathon for the 2020-21 admitted students.** • **It was disclosed with great pride to the members that the AICTE clean and smart campus award 2020 was bagged by sri Sairam Engineering College.** **RESOLVED to accept the congratulations of the members for bagging the clean and smart campus award.**
IQAC/2021. 23.11	Quality Initiatives by IQAC (i) Sairam RAISE (ii) Sairam EOMS (iii) Sairam SDG Action Program. • **The concept of PPP(People, Process, Purpose) followed by Sri Sairam Engineering College for continuous improvement in all activities was explained to the members.** • **RAISE(Realise, Aspire, Intelligence, Strive, Enforcement) is to inspire people for developing self-awareness and necessitating change for sustainability.** • **EOMS(Educational Organisation Management System) is for effectiveness of the process to be followed** • **SDG (Sustainable Development goals)Action Program is for understanding needs and formulating strategies for sustainability.** • **SDG awareness Run by nine years old student Master. Sharvesh (a student of Sri Sairam Matriculation School) from 02.10.2021 to 16.10.2021 covering a distance of 750kms from Kanyakumari to Chennai was a grand success.** **RESOLVED to approve the appreciations of the members for the initiation of 3P's and its implementation**

IQAC/2021. 23.12	Any other matter with the permission of the chair. • **The IQAC team congratulated the Department of Instrumentation and Control Engineering for achieving 100% admissions for consecutive three years.** • **Dr. A. Rajendra Prasad insisted Dean placement to have a record of exact number of placed students eventhough the placement is under process.** • **Dr. K. Porkumaran, Director of Sairam Institutions added about the initiatives taken for student driven activities, the** • **IIT Bombay Spoken Tutorials, V-Lab nodal centre recognition, Participation in IEEEXtreme, a global challenge programming competition.** • **Mr. Naresh Raj, CIO of Sairam Institutions congratulated for the elaborate presentation and suggested to include a comparison of data with the past academic year and the current academic year with regard to admission and placement.** • **Ms. Annapurani appreciated the presentation and gave suggestions to improve the industrial visit for students, to invite more core company for placements and conduct alumni interaction talk on the current job scenario and to create a network of alumni.**

Dr. C. Rene Robin, Dean, Innovations proposed the vote of thanks and he conveyed the four steps involved in Ideathon. The Four steps are – the collection of ideas from first year students, to convert the ideas to projects, to paper and then to products.

The next meeting is tentatively scheduled in the month of February, 2022.

IQAC Coordinator

PRINCIPAL

Action taken report of the 23rd IQAC meeting held on 23-10-2021.

S.No	Item	Action taken
1.	To submit a proposal to NAAC under the scheme "NAAC Academic Collaboration" (without financial support).	NAAC collaborative webinar conducted on 21-04-2021. The topic of the webinar was " NEP 2020 implementation using Change Management Concepts"
2.	Conduct of orientation program for 2021-2025 batch.	The orientation program was conducted for seven days from 27-10-2021 to 09-11-2021 with three sessions on a day in virtual mode. The first-yearstudents'strength was divided in to three batches for the conduct of orientation program.
3.	ISO 9001:2015 recertification audit	Remote audit was conducted on 6th December 2021 for ISO 9001:2015 recertification. The certificate is valid till 21st November 2024.
4	Placement analysis for 2017-2021 batch	Out of 988 eligible students, 802 got campus placement, 61 pursuing higher studies and three entrepreneurs.
5.	Students' admission details of the academic year 2021 - 2022.	A total of 1303 students were admitted (including 7.5); the sanctioned intake is 1320.

IQAC Coordinator

PRINCIPAL