



# Sai RAM ENGINEERING COLLEGE

An Autonomous Institution | Affiliated to Anna University & Approved by AICTE, New Delhi  
Accredited by NBA and NAAC 'A+' BIS/EOMS ISO 21001:2018 and BVQI 9001:2015 Certified and NIRF ranked institution  
Sai Leo Nagar, West Tambaram, Chennai - 600 044. [www.sairam.edu.in](http://www.sairam.edu.in)



## 3<sup>rd</sup> IQAC MEETING ON 16.11.2024 AGENDA

AGENDA NO.	DETAILS
IQAC/2024.31.01	Approval of the Minutes of 30 <sup>th</sup> meeting (held on 13 <sup>th</sup> May, 2024) and Action Taken Report (ATR) is placed before the members for approval.
IQAC/2024.31.02	Discussion on Curricular aspects <ul style="list-style-type: none"><li>(i) Approval of 2024 regulations for B.E/B.Tech, M.Tech. (CSE 5 Years Integrated) and PG</li><li>(ii) Curriculum and syllabus for 2024 regulations – Percentage of revision carried out</li><li>(iii) Introduction of new value added course</li><li>(iv) Introduction of BIS standards into curriculum</li></ul>
IQAC/2024.31.03	Discussion on Teaching Learning & Evaluation <ul style="list-style-type: none"><li>(i) Number of students admitted and cut off marks of all departments</li><li>(ii) Mentoring details added in EDUMATE</li><li>(iii) Percentage of graduates with and without backlogs</li><li>(iv) Academic Schedule-2024-25</li><li>(v) SSS analysis 2023-24</li></ul>
IQAC/2024.31.04	Activities carried out on Research, Innovation and Extension <ul style="list-style-type: none"><li>(i) Institute recognition as research centre by Anna University</li><li>(ii) Extension and Outreach activities-Fit India, SCOUTS &amp; SCENES</li><li>(iii) Patents filed during IP Clinics</li></ul>
IQAC/2024.31.05	Discussion on Infrastructure and Learning Resources <ul style="list-style-type: none"><li>(i) Increase in number of Class rooms with ICT enabled facility</li><li>(ii) Strategies to improve the e-content development by faculty</li></ul>

IQAC/2024.31.06	<p>Discussion on Student support and Progression</p> <ul style="list-style-type: none"> <li>(i) Number of students enrolled for GATE 2025</li> <li>(ii) Strategies to improve the salary package in campus Placement</li> <li>(iii) Scholarships and free ships</li> <li>(iv) Number of students registered for Honours degree 2022-2026 batch</li> <li>(v) ISRO robotic challenge 1st Runner up</li> <li>(vi) Number of participants in IEEE Xtreme competition</li> </ul>
IQAC/2024.31.07	<p>Discussion on Governance, Leadership and Management</p> <ul style="list-style-type: none"> <li>(i) Approval for Semester wise Academic audit by external auditors</li> <li>(ii) Introduction of a new program from the academic year 2024-25</li> </ul>
IQAC/2024.31.08	<p>Discussion on Institutional Values and Best Practices</p> <ul style="list-style-type: none"> <li>(i) Digital repository of events conducted in the college</li> </ul>
IQAC/2024.31.09	<p>Discussion on Quality Initiatives by IQAC</p> <ul style="list-style-type: none"> <li>(i) Surveillance audit I for EOMS</li> <li>(ii) Strategies to improve NIRF ranking</li> <li>(iii) Preparation for NBA new format</li> </ul>
IQAC/2024.31.10	<p>Any other matter with the permission of the chair</p>

  
Coordinator-IQAC

  
16/11/24  
PRINCIPAL



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## 31<sup>st</sup> IQAC – Meeting

**Minutes of the 31<sup>st</sup> IQAC Meeting held on 16.11.2024 at Sri Lakshmi Board Room, Sri Sai Ram Engineering College.**

### Members Present:

1. Dr. 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. Mr. P. Balasubramanian, Trustee
5. Dr. R. Palaniyandi, Director (Quality Monitoring)
6. Dr. J. Raja, Principal, Sri Sairam Engineering College
7. Dr. K. Parvatham, Prof./Mathematics - Coordinator
8. Dr. S. Durgadevi, Prof./EIE - Co-coordinator
9. Mr. R. Selvam, Secretary, TIEMA & Director
10. Mr. Charles Premkumar, Manager HR, Brakes India Ltd.
11. Ms. V. Annapurani, Alumni/EIE (Batch 2010-2014) Passed out
12. Mr. T. G. Nagarajan, Ward member/Poonthandalam Village
13. Dr. A. Rajendra Prasad, Dean, Student Affairs
14. Dr. K. Maran, Director, SIMS
15. Dr. C. R. Rene Robin, Dean, Innovation
16. Dr. L. Arunachalam, Dean, TAP Cell
17. Ms. S. Usha, Assoc. Prof./ECE
18. Ms. Deepika R, Asst. Prof/CSE
19. Ms. D. Kalpana, Asst. Prof./M.Tech. (CSE)
20. Ms. V. Malini, Assoc. Prof./EEE
21. Mr. L. Ravikumar, Asst. Prof./Mechanical

22. Mr. V. Prabhu, Asst. Prof./Mechanical
23. Dr. S. Susila Sakthy, Assoc. Prof./IT
24. Ms. J. Malathi, Asst. Prof./CSBS
25. Mr. V. Velmurugan, Assoc.Prof./Mech.& Auto.
26. Dr. B. Keerthana, Asst. Prof./MBA
27. Ms. R. Gayathiri, Assoc. Prof./EIE
28. Dr. P. Nataraj, Asst. Prof./Mathematics
29. Ms. S. Anitha, Asso. Prof./Chemistry
30. Dr. Valarmathy G, Asst. Prof./ CSE (IoT)
31. Ms. T. Prasanthi, Asst. Prof./CSE (AIML)
32. Dr. P. K. Kumar, Physical Director
33. Vishal N (SEC21CS06), III Year CSE (Batch 2021-25)

**The following members could not be present:**

1. Mr. Balaji C R, Senior Manager QA/ESAB India Ltd.
2. Dr. K. Nirmala, Professor/Biomedical Engg.
3. Mr. K. Mohanraj, Asst. Prof./ICE
4. Mr. R. Devakandhan, Asst. Prof./CIVIL
5. Mr. S. Sivamurugan, Asst. Prof./AIDS

Dr. J. Raja, Principal welcomed the members and Dr. K. Parvatham, Coordinator - IQAC presented the agenda to the members.

The following points were discussed based on the agenda.

Agenda Number	Details
IQAC/2024.31.01	Approval of the Minutes of 30 <sup>th</sup> meeting (held on 13 <sup>th</sup> May, 2024) and Action Taken Report (ATR) is placed before the members for approval.

	<p><b>RESOLVED to approve the minutes and action taken report of the 30th meeting held on 13-05-2024 .</b></p>
<p>IQAC/2024.31.02</p>	<p><b>Discussion on Curricular aspects</b></p> <p><b>(i) Approval of 2024 regulations for B.E/B.Tech, M.Tech. (CSE 5 Years Integrated) and PG</b></p> <p>The changes made in R2024, a comparison with R2022 was elaborated to the members. The Chairman &amp; CEO suggested revisiting the criteria for offering first class.</p> <p><b>(ii) Curriculum and syllabus for 2024 regulations – Percentage of revision carried out</b></p> <p>The percentage of changes made to the Semester I syllabus for the 2024 Regulations compared to 2020 Regulations was presented to the members.</p> <p><b>Mr. Selvam</b> said that TIEMA is planning for short term courses by industries for academic institutions. This will improve the curriculum with the requirements of Industry.</p> <p><b>Ms. V. Annapurani</b> suggested incorporating communication skill courses in the curriculum to help students for placements.</p> <p><b>(iii) Introduction of new value added course</b></p> <p>The objective of the one credit courses on value additions, namely “Functional life skills” and “Idea Engineering lab” was elaborated upon to the members.</p> <p><b>Dr. J. Raja</b> appreciated the syllabus and the release of the book on “Idea Engineering lab”</p> <p><b>(iv) Introduction of BIS standards into curriculum</b></p> <p>Sri Sai Ram Engineering college has signed an MoU with Bureau of Indian Standards (BIS) on 17.11.2023. For MoU signed institutions, BIS will conduct technical sessions on the standardization process.</p>

	<p>The sessions will be conducted by a faculty from Standards Coordination and Monitoring Department of BIS. The standards have been introduced as a part of the curriculum as a value addition for all the UG programmes. The details about the number of hours for each programme, the semesters in which the course is conducted was explained to the members.</p> <p><b>RESOLVED to approve the items (ii), (iii) &amp; (iv). Item (i) is deferred for the next meeting.</b></p>
IQAC/2024.31.03	<p><b>Discussion on Teaching Learning &amp; Evaluation</b></p> <p><b>(i) Number of students admitted and cut off marks of all departments</b></p> <p>The number of students admitted under 7.5% through TNEA counseling, the sanctioned intake and the actual number admitted with highest and lowest cutoff for the academic year 2024-25 was presented to the members.</p> <p><b>(ii) Mentoring details added in EDUMATE</b></p> <p>The new mentoring sub types, Academic support, professional and career development, personal well being and experiential learning were explained to the members.</p> <p><b>(iii) Percentage of graduates with and without backlogs</b></p> <p>The data on percentage of students without backlog (47.08%) and with backlog (49.54%) for the 2020-24 batch was presented to the members.</p> <p><b>(iv) Academic Schedule - 2024-25</b></p> <p>The academic schedule for I, II, III and final year students were informed to the members. Also it was added that for the SIH to be held in December 2024, 16 teams were selected from Sri Sai Ram Engineering College. As nearly 100 students from all the branches are participants for this SIH, it was suggested to postpone the end</p>

	<p>semester theory examinations by a week for the benefit of the students.</p> <p><b>(v) SSS analysis 2023-24</b></p> <p>The analysis on the Student Satisfaction survey was presented to the members.</p> <p><b>Mr. Charles Premkumar</b> appreciated for collecting the survey and suggested presenting the Action Taken Report on the survey.</p> <p><b>RESOLVED to accept the decisions made on the teaching learning and evaluation process.</b></p>
IQAC/2024.31.04	<p><b>Activities carried out on Research, Innovation and Extension</b></p> <p><b>(i) Institute recognition as research centre by Anna University</b></p> <p>The information regarding the Institute's recognition as a research centre by Anna University, valid until June 2027, was presented to the members.</p> <p><b>(ii) Extension and Outreach activities-Fit India, SCOUTS &amp; SCENES</b></p> <p>The establishment of SAIRAM DISTRICT under the BHARAT SCOUTS &amp; GUIDES in Tamil Nadu working under the global umbrella of WOSM was informed to the members.</p> <p><b>Mr. Naresh Raj, CIO</b> elaborated the activities conducted under SAIRAM DISTRICT. He also added that an awareness program will be organised for all faculty members about the activities of SCOUTS.</p> <p><b>The Chairman &amp; CEO</b> said that SAIRAM DISTRICT should be accredited as a SCENES (Scout Centres of Excellence for Nature, Environment and Sustainability) centre by the end of December 2024.</p> <p><b>Mr. Naresh Raj, CIO</b> said that volunteers are needed for these activities and suggested everyone to register in WOSM portal and upload their projects.</p> <p><b>Mr. Selvam</b> from TIEMA thanked the management for converting the Industrial campus to green campus by planting 75,000 trees in</p>

	<p>the TIEMA campus. He appreciated the team for releasing a booklet on various Government schemes.</p> <p><b>(iii) Patents filed during IP Clinics</b></p> <p>IP clinics are conducted every semester to improve patent filing. The number of patents published through IP clinics during the year 2023 and 2024 (till date) were presented to the members. Mr. Charles Premkumar appreciated the number of projects filed.</p> <p><b>RESOLVED to accept the appreciations of the members for the activities carried on Research, Innovation and extension.</b></p>
IQAC/2024.31.05	<p><b>Discussion on Infrastructure and Learning Resources</b></p> <p><b>(i) Increase in number of Class rooms with ICT enabled facility</b></p> <p>It was informed to the members that 100 plus classrooms are facilitated with smart TVs.</p> <p><b>(ii) Strategies to improve the e-content development by faculty</b></p> <p>It was discussed to improve e-content development by faculty members.</p> <p><b>Mr. Naresh Raj, CIO</b> suggested using the studio facility in the Incubation centre for recording classes.</p> <p><b>RESOLVED to approve the decision taken on Infrastructure and Learning Resources.</b></p>
IQAC/2024.31.06	<p><b>Discussion on Student support and Progression</b></p> <p><b>(i) Number of students enrolled for GATE 2025</b></p> <p>A total of 945 students have enrolled for GATE 2025. The department wise breakup was presented to the members.</p> <p><b>(ii) Strategies to improve the salary package in campus Placement</b></p> <p>The number of students placed, department wise details of 2020-24 passed out branch and the current final years 2021-25 batch (</p>

ongoing) were presented to the members. The strategies being suggested for improving the salary package of the students were also discussed.

**Mr. R. Selvam**, Secretary, TIEMA suggested establishing company tie-ups to improve the curriculum in line with industry requirements which may improve the salary package. He explained his experience when he visited Germany, academic institution tie up with Snider. He also suggested exploring Government schemes for startups, and based on these schemes, final year students can choose their projects. He also suggested to choose real time projects from the industry and more multidisciplinary projects is the need of the hour.

**Mr. Charles Premkumar** expressed his concern about the retention of placed students in the company and also drastic down trend in the core knowledge among the students.

**The Chairman and CEO** asked Dr. M. Nithya to explain about the activities conducted for students under Talent Elevation hub as marquee initiatives.

**The Director (Quality Monitoring)** suggested finding a place in the regular time table for skill based training. He also suggested to enhance students employability there should not be any compartmentalisation or segregation between the training and placement cell and the departments. He also emphasized that the faculty should highlight the importance of campus placements to students.

**(iii) Scholarships and free ships**

The number of students who benefited from the scholarships and freeships, as well as the amount spent by the management for this purpose, was shared with the members.

**(iv) Number of students registered for Honours degree 2022-2026 batch**

The number of students registered for Honours degree from 2022-26 batch was presented to the students.

	<p><b>(v) ISRO robotic challenge 1st Runner up</b></p> <p>ISRO Robotics Challenge Initiative by ISRO to promote STEM education and skills among students.</p> <p>It was proudly presented to the members that Sairam Rovers Team achieved a remarkable second place in the prestigious ISRO Robotics Challenge, earning them the extraordinary honor of being felicitated by the Honorable President of India.</p> <p><b>(vi) Number of participants in IEEEExtreme competition</b></p> <p>In 2024, 1813 students participated in the IEEEExtreme competition and we are awaiting the results. The number of certificates earned in the previous three years were presented to the members.</p> <p><b>RESOLVED to accept the congratulations of the members on the initiatives towards student support and progression..</b></p>
IQAC/2024.31.07	<p><b>Discussion on Governance, Leadership and Management</b></p> <p><b>(i) Approval for Semester wise Academic audit by external auditors</b></p> <p>In accordance with Clause 12.7 of R2024, the conduct of an academic audit every semester is mandated. A formal request has been submitted to the members for their esteemed approval. The Chairman &amp; CEO accepted the request.</p> <p><b>(ii) Introduction of a new program from the academic year 2024-25</b></p> <p>It was informed to the members, the new program B.E Computer Science &amp; Engineering specialised in Cyber Security was introduced from the academic year 2024-25 with a sanctioned intake of 60.</p> <p><b>RESOLVED to approve the conduct of academic audit for every semester.</b></p>

IQAC/2024.31.08	<p><b>Discussion on Institutional Values and Best Practices</b></p> <p><b>(i) Digital repository of events conducted in the college</b></p> <p>“Eventify” - Digitalisation of Event ID allocation and hall booking was explained to the members for approval.</p> <p>The two best practices “conduct of IP clinics every semester” and “Immersion program for first year students” were explained to the members.</p> <p><b>RESOLVED to approve “Eventify” to go live and also continue the manual process for one year.</b></p>
IQAC/2024.31.09	<p><b>Discussion on Quality Initiatives by IQAC</b></p> <p><b>(i) Surveillance audit I for EOMS</b></p> <p>The members were informed that the surveillance audit dates are awaited from BIS.</p> <p><b>(ii) Strategies to improve NIRF ranking</b></p> <p>Periodic conduct of audits, identify areas of improvement and proper documentation were discussed</p> <p><b>(iii) Preparation for NBA new format</b></p> <p>The NBA status for five programs is valid till June 2025. It was informed to the members about the preparations for submitting pre qualifier.</p> <p><b>(iv) Draft copy of AQAR</b></p> <p>The data collected for AQAR 2023-24 was presented to the members. Few suggestions were given to incorporate the data.</p> <p><b>The Chairman &amp; CEO</b> congratulated Dr. K. Renganathan, HoD, EIE for being recognised as an evaluator for ABET accreditation and asked him to conduct an awareness session to the faculty members about ABET.</p>

	<p><b>RESOLVED to accept the wishes of the members for the quality initiatives.</b></p> <p><b>FURTHER RESOLVED to accept the draft copy of the AQAR (2023-24) presented.</b></p>
IQAC/2024.31.10	<p><b>Any other matter with the permission of the chair</b></p> <p><b>The Chairman and CEO</b> congratulated the placement team for achieving an impressive milestone of 568 placements in TCS in a single day and for all first year students to become members of IEEE society.</p> <p><b>Mr. Vedamurthy</b> from TAP presented the branch wise number of TCS placed students. He also requested the final-year mentors to gather details about the types of questions asked in the TCS online assessment, technical interviews, and HR interviews from their mentees during discussions about their performance in the TCS campus drive.</p> <p><b>Mr. K. Naresh Raj</b> suggested having group discussions with TEs, PFs and placed students to collect feedback about the interview. These questions can be shared with the Placement Facilitators for consolidation into a question bank, which will help in future. "TCS 2025" will be added in EDUMATE for all shortlisted students.</p> <p><b>Ms. Annapurani</b> suggested that mock interviews shall be conducted before the students appear for the interview</p> <p><b>Mr. Charles Premkumar</b> expressed that his company is not able to get a good profile for cyber security openings. Mr. K. Naresh Raj said that our institution offers a cyber security programme and they can try with our students.</p> <p><b>Mr. K. Naresh Raj</b>, CIO also added that every one in Sai Ram should experience experiential learning, currently it is possible to integrate only 200 to 400 students through the Incubation centre. He said that as an example if there is a Centre of Excellence (CoE) for</p>

IoT, the departments related to IoT, Robotics club, IEEE robotics society, e-yantra should all be mapped for working in projects. He also announced that there will be a new infrastructure for innovation behind the SIT Mechanical block. He also suggested having a one day immersion program for first year students about the CoE so that from the second year onwards the projects based on the CoE which will enable domain based learning and training. He also added that the SIRO certification has to be renewed (Validity till March 2025).

**Mr. Selvam** recommended visiting the UNIDO website, which focuses on driving industrial sustainability.

**Dr. C. R. Rene Robin**, Dean Innovation suggested having a common time table for Live in Lab for all programmes.

**Dr. J. Raja**, Principal informed the Heads to update the competency matrix of their department and find ways to improve the proficiency level of the faculty.

The meeting ended with a vote of thanks by Dr. A. Rajendra Prasad, Dean, Student Affairs.

  
IQAC Coordinator

  
PRINCIPAL



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## Action taken report of the 31<sup>st</sup> IQAC meeting held on 16.11.2024.

S. No.	Item	Action taken
1.	<p>IQAC/2024.31.02 Discussion on Curricular aspects</p> <p>(i) Approval of 2024 regulations for B.E/B.Tech, M.Tech. (CSE 5 Years Integrated) and PG.</p> <p>(ii) Curriculum and syllabus for 2024 regulations – Percentage of revision carried out.</p> <p>(iii) Introduction of new value added course.</p> <p>(iv) Introduction of BIS standards into curriculum.</p>	<p>(i) 2024 Regulations for B.E/B.Tech., M.Tech. (CSE 5 Years Integrated) and PG are approved by BoS.</p> <p>(ii) More than 20 % revision has been carried out.</p> <p>(iii) Value addition courses have been introduced “Functional life skills” and “Idea Engineering lab”.</p> <p>(iv) BIS standards included in digital dynamics subject in II sem.</p>
2.	<p>IQAC/2024.31.03 Discussion on Teaching Learning &amp; Evaluation</p> <p>(i) Number of students admitted and cut off marks of all departments</p> <p>(ii) Mentoring details added in EDUMATE</p> <p>(iii) Percentage of graduates with and without backlogs</p> <p>(iv) Academic Schedule-2024-25</p> <p>(v) SSS analysis 2023-24</p>	<p>(i) No of students admitted : 1727</p> <p>(ii) Mentoring details for academic, support, professional and career development, personal well being administrative mentoring and experiential learning.</p> <p>(iii) Percentage of graduates with backlogs : 97.55</p> <p>(iv) Prepared and published.</p> <p>(v) SSS survey analysis completed through SAIL.</p>

3.	<p>IQAC/2024.31.04 Activities carried out on Research, Innovation and Extension</p> <p>(i) Extension and Outreach activities-Fit India, SCOUTS &amp; SCENES. (i) Patents filed during IP Clinics.</p>	<p>(i) The events were conducted to promote extension and outreach activities in scouts. (ii) As a result of IP clinics organized as 3 phases during July and October 2024, more than 50 % of final year projects have been filed for patents.</p>
4.	<p>IQAC/2024.31.05 Discussion on Infrastructure and Learning Resources</p> <p>(i) Increase in the number of Class rooms with ICT enabled facilities. (ii) Strategies to improve the e-content development by faculty.</p>	<p>(i) All the classrooms are converted into ICT enabled classrooms. (ii) A studio facility is created in the innovation centre . Faculty can make use of it for e-content.</p>
5.	<p>IQAC/2024.31.06 Discussion on Student support and Progression</p> <p>(i) Number of students enrolled for GATE 2025. (ii) Strategies to improve the salary package in campus Placement. (iii) Scholarships and free ships. (iv) Number of students registered for Honours degree 2022-2026 batch. (v) ISRO robotic challenge 1st Runner up. (vi) Number of participants in IEEEExtreme competition.</p>	<p>(i) Number of students enrolled for GATE 2025 :973, Qualified :40. (ii) The talent elevation hub and industry specific training has been initiated to improve the salary packages. (iii) Scholarships and free ships : 2.5 cores has been disbursed under LMS. (iv) 126 students have been registered for honors degree in 2022-26 batch. (vi) 200 teams qualified and 325 teams received certificates.</p>
6.	<p>IQAC/2024.31.07 Discussion on Governance, Leadership and Management</p> <p>(i) Approval for Semester wise Academic audit by external auditors</p>	<p>(i) Last AAA conducted on 20th &amp;21st of May 2025.</p>

	(ii) Introduction of a new program from the academic year 2024-25	(ii) CSE (Cyber Security) from the academic year 2024-25
7.	<p>IQAC/2024.31.08 Discussion on Institutional Values and Best Practices</p> <p>(i) Digital repository of events conducted in the college.</p>	<p>(i) Eventify tool is used for Digital repository of events conducted in the college.</p>
8.	<p>IQAC/2024.31.09 Discussion on Quality Initiatives by IQAC</p> <p>(i) Surveillance audit I for EOMS</p> <p>(ii) Strategies to improve NIRF ranking</p> <p>(iii) Preparation for NBA new format</p> <p>(iv) Draft copy of AQAR</p>	<p>(i) Surveillance audit I for EOMS conducted on 10th Feb &amp; 12 Feb 2025</p> <p>(ii) periodical review meeting were conducted every month</p> <p>(iii) SAR in Tier-1 New format was submitted in the month of April 2025</p> <p>(iv) The AQAR for 2023-24 was submitted in NAAC website (report dated 11.01.2025)</p>

  
IQAC Coordinator

  
PRINCIPAL