32nd IQAC MEETING ON 05.04.2025
AGENDA

AGENDA NO.	DETAILS
IQAC/2025.32.01	Approval of the Minutes of 31st meeting (held on 16th November, 2024) and Action Taken Report (ATR) is placed before the members for approval.
IQAC/2025.32.02	Discussion on Curricular aspects (i) Proposal to introduce one theory course (Elective) in the VIII semester-R2024 regulations (ii) Syllabus for III and IV semester-R2024 regulation (iii) Introduction of mandatory online supplementary Course-R2024 regulation
IQAC/2025.32.03	Discussion on Teaching Learning & Evaluation (i) Deviation in the academic Schedule-2024-25 (ii) SSS analysis 2024-25 (iii) Introduction of New features in SAIL app
IQAC/2025.32.04	Activities carried out on Research, Innovation and Extension (i) Patents filed during IP Clinics (ii) BIS projects
IQAC/2025.32.05	Discussion on Infrastructure and Learning Resources (i) e-content development by faculty
IQAC/2025.32.06	Discussion on Student support and Progression (i) Number of students qualified in GATE 2025 (ii) Scholarships and free ships

IQAC/2025.32.07	Discussion on Governance, Leadership and Management (i) Introduction of a new program from the academic year 2025-26 (ii) Merger of Institutions
IQAC/2025.32.08	Discussion on Institutional Values and Best Practices (i) 3-Month Certificate Course on Panchayat Administration & Rural Development
IQAC/2025.32.09	Discussion on Quality Initiatives by IQAC (i) Prequalifier submitted on 27-02-2025 (ii) SAR submission is planned on 24-04-2025 for CSE, EEE, EIE, IT and Mechanical.
IQAC/2025.32.10	Any other matter with the permission of the chair

IQAC Coordinator

2/4/25

PRINCIPAL

32nd IQAC Meeting

Minutes of the 32nd IQAC Meeting held on 05.04.2025 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. Balaji C R, Senior Manager QA/ESAB India Ltd.
11. Mr. T. G. Nagarajan, Ward member/Poonthandalam Village
12. Dr. A. Rajendra Prasad, Dean, Student Affairs
13. Dr. K. Maran, Director, SIMS
14. Dr. C. R. Rene Robin, Dean, Innovation
15. Dr. L. Arunachalam, Dean, TAP Cell
16. Ms. S. Usha, Assoc. Prof./ECE
17. Ms. Deepika R, Asst. Prof/CSE
18. Ms. D. Kalpana, Asst. Prof./M.Tech. (CSE)
19. Ms. V. Malini, Assoc. Prof./EEE
20. Mr. L. Ravikumar, Asst. Prof./Mechanical
21. Mr. V. Prabhu, Asst. Prof./Mechanical
22. Dr. S. Susila Sakthy, Assoc. Prof./IT
23. Ms. J. Malathi, Asst. Prof./CSBS

24. Mr. V. Velmurugan, Assoc.Prof./Mech.& Auto.
25. Dr. B. Keerthana, Asst. Prof./MBA
26. Ms. R. Gayathiri, Assoc. Prof./EIE
27. Dr. P. Nataraj, Asst. Prof./Mathematics
28. Ms. S. Anitha, Asso. Prof./Chemistry
29. Dr. Valarmathy G, Asst. Prof./ CSE (IoT)
30. Ms. T. Prasanthi, Asst. Prof./CSE (AIML)
31. Mr. K. Mohanraj, Asst. Prof./ICE
32. Mr. R. Devakandhan, Asst. Prof./CIVIL
33. Mr. S. Sivamurugan, Asst. Prof./AIDS
34. Dr. P. K. Kumar, Physical Director
35. Vishal N (SEC21CS06), III Year CSE (Batch 2021-25)

The following members could not be present:

1. Dr. K. Nirmala, Professor/Biomedical Engg.
2. Mr. Charles Premkumar, Manager HR, Brakes India Ltd.
3. Ms. V. Annapurani, Alumni/EIE (Batch 2010-2014) Passed out

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/2025.32.01	Approval of the Minutes of the 31st meeting (held on 16th November, 2024) and the Action Taken Report (ATR) is placed before the members for approval. **RESOLVED to approve the minutes and action taken report of the 31st meeting held on 16-11-2024.**
IQAC/2025.32.02	**Discussion on Curricular aspects** **(i) Proposal to introduce one theory course (Elective) in the VIII semester—R2024 regulations**

	The members discussed the need for adding one theory elective course in the VIII semester under the R2024 regulation. They agreed in principle to introduce the elective course. The respective department will draft the detailed syllabus and submit it to the Board of Studies (BoS) for approval. **(ii) Syllabus for III and IV semesters—R2024 regulation** The syllabi for the III and IV semesters under the R2024 regulation were presented. The committee reviewed the course content, credit distribution, learning outcomes, and alignment with the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs). **Mr. Selvam** appreciated the inclusion of lab-with-theory courses in the R2024 regulation, noting that this approach enhances experiential learning and promotes better understanding of core concepts. **Mr. C. R. Balaji** remarked that these categories of courses strengthen the application-oriented learning process and align with the institution's outcome-based education framework. **(iii) Introduction of mandatory online supplementary Course-R2024 regulation** The proposal to introduce a mandatory online supplementary course as part of the R2024 curriculum was discussed. This course aims to enhance students' skills and ensure continuous learning beyond regular classroom instruction. **RESOLVED to approve the items (ii), (ii) & (iii)**
IQAC/2025.32.03	**Discussion on Teaching Learning & Evaluation** **(i) Deviation in the academic Schedule-2024-25** The committee discussed the deviations observed in the academic schedule for the academic year 2024–25. Members reviewed the reasons for the deviations. **(ii) SSS analysis 2024-25** The analysis of the Student Satisfaction Survey (SSS) for the year 2024–25 was presented. The committee noted positive trends in

	teaching quality and availability of learning resources. Areas requiring improvement, such as hands-on exposure and timely feedback, were discussed. **Mr. Balaji C R** expressed his appreciation for presenting the Action Taken Report on the survey. **(iii) Introduction of New features in SAIL app** The new features, such as lesson hooks, Teach Studio, case studies, activity tracker, and student & class analytics, were explained to the members. **RESOLVED to accept the decisions made on the teaching, learning, and evaluation process.**
IQAC/2025.32.04	**Activities carried out on Research, Innovation and Extension** **(i) Patents filed during IP Clinics** IP clinics are conducted every semester to enhance awareness of intellectual property and to increase the number of patent filings from the institution. The outcomes of the IP clinic were good and it was decided to continue this best practice. All the members appreciated this initiative. **(ii) BIS projects** The committee discussed the ongoing BIS projects and emphasized the need to encourage more faculty and student participation in standards-related research activities. **Dr. A. Rajendra Prasad, Dean Student affairs** said that we can apply for more projects in BIS when there is a call for as only MoU signed institutions are eligible to apply. **Mr. Naresh Raj, CIO,** elaborated on the activities carried out under the Centre of Excellence in the Incubation Centre. **The Chairman & CEO** informed that all faculty members are being encouraged to complete the certificate course on Panchayat Raj and Rural Development, as it will enhance their understanding of grassroots governance and community-oriented development practices.

	Mr. Selvam acknowledged and appreciated the institution's active participation in the Jamboree event, noting that such involvement enhances student exposure and promotes holistic development. **RESOLVED to accept the appreciations of the members for the activities carried on Research, Innovation and extension.**
IQAC/2025.32.05	**Discussion on Infrastructure and Learning Resources** **(i) e-content development by faculty** It was discussed to improve e-content development by faculty members and utilise the facilities available in the Incubation centre. **Mr. Naresh Raj, CIO** suggested using the studio facility in the Incubation centre for recording classes. **RESOLVED to approve the decision taken on Infrastructure and Learning Resources.**
IQAC/2025.32.06	**Discussion on Student support and Progression** **(i) Number of students qualified for GATE 2025** A total of 56 students have qualified for GATE 2025. The department-wise breakup was presented to the members for review. **Mr. Balaji C R** congratulated the institution on this achievement and appreciated the efforts taken by the departments in guiding students towards qualifying for GATE 2025. **(ii) 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. All the members congratulated our CEO sir for his magnanimous contribution towards student scholarships. **RESOLVED to accept the congratulations of the members on the initiatives towards student support and progression.**

IQAC/2025.32.07	**Discussion on Governance, Leadership and Management** **(i) Introduction of a new program from the academic year 2025-26** It was informed to the members, the new program B.E. Mechatronics Engineering and B.E. Computers and Communication Engineering was introduced from the academic year 2025-26 with a sanctioned intake of 60. **(ii) Merger of Institutions** It was informed that Sri Sai Ram Engineering College and Sri Sai Ram Institute of Technology will be merged from the academic year 2025–26, and the committee noted the structural changes that will follow as part of this integration. **RESOLVED to approve the merger of institutions**
IQAC/2025.32.08	**Discussion on Institutional Values and Best Practices** **(i) 3-Month Certificate Course on Panchayat Administration & Rural Development** **The Chairman & CEO** informed that all faculty members are being encouraged to complete the certificate course on Panchayat Raj and Rural Development, as it will enhance their understanding of grassroots governance and community-oriented development practices. **RESOLVED to approve the same**
IQAC/2025.32.09	**Discussion on Quality Initiatives by IQAC** **(i) Prequalifier submitted on 27-02-2025** The members were informed that the prequalifier for NBA under Tier I was submitted. **(ii) SAR submission is planned on 24-04-2025 for CSE, EEE, EIE, IT and Mechanical.** The members were informed that the SAR submission for the departments of CSE, EEE, EIE, IT, and Mechanical is scheduled for

	24.04.2025. It was also informed that a committee has been formed to periodically review the completion process. **RESOLVED to accept the wishes of the members for the quality initiatives.**
IQAC/2025.32.10	**Any other matter with the permission of the chair** **The Chairman and CEO** appreciated the presentation and insisted on giving awareness about the UPSC examinations. **Mr. Selvam** insisted on concentrating on the grant of patents. **Dr. J. Raja**, Principal explained about the success metric of sairam and assured to enhance the outcome of all the activities discussed today.

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

IQAC Coordinator

7/4/25

PRINCIPAL

Action taken report of the 32nd IQAC meeting held on 05.04.2025.

S. No.	Item	Action taken
1.	IQAC/2025.32.02 Discussion on Curricular aspects (i) Proposal to introduce one theory course (Elective) in the VIII semester—R2024 regulations. (ii) Syllabus for III and IV semesters—R2024 regulation. (iii) Introduction of mandatory online supplementary Course-R2024 regulation.	(i) One elective course is introduced in VIII the semester in R2024 Regulation. (ii) The Syllabus for III and IV semesters—R2024 regulation was updated and released. (iii) MS office, joy of computing using python Data structures were introduced as mandatory online supplementary Course-R2024 regulation.
2.	IQAC/2025.32.03 Discussion on Teaching Learning & Evaluation (i) Deviation in the academic Schedule-2024-25. (ii) SSS analysis 2024-25. (iii) Introduction of New features in SAIL app.	(i) The deviation and events postponed were adjusted in the next academic schedule. (ii) SSS analysis 2024-25 was conducted through SAIL application. (iii) Teach, Engage, Assess, Track and Analyze have been introduced to improve TLP.
3.	IQAC/2025.32.04 Activities carried out on Research, Innovation and Extension (i) Patents filed during IP Clinics (ii) BIS projects	(i) Patents filed during IP clinic : 186 (ii) One project worth 8.5 Lakh received by Dr. G. Puthilibai

4.	IQAC/2025.32.07 Discussion on Governance, Leadership and Management (i) Introduction of a new program from the academic year 2025-26. (ii) Merger of Institutions.	(i) Mechatronics and CCE were introduced. (ii) Merger of the institutions from the 2025-26 academic year.
5.	IQAC/2025.32.08 Discussion on Institutional Values and Best Practices (i) 3-Month Certificate Course on Panchayat Administration & Rural Development	(i) 490 Faculty members have completed the course upon the successful completion of the training at SIRD.
6.	IQAC/2025.32.09 Discussion on Quality Initiatives by IQAC (i) Prequalifier submitted on 27-02-2025. (ii) SAR submission is planned on 24-04-2025 for CSE, EEE, EIE, IT and Mechanical.	(ii) SAR submitted on 24.04.2025 and waiting for NBA peer team visits.

IQAC Coordinator

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