



# Sri SAI RAM ENGINEERING COLLEGE

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



## 33<sup>rd</sup> IQAC MEETING ON 23.08.2025 AGENDA

AGENDA NO.	DETAILS
IQAC/2025.33.01	Approval of the Minutes of 32 <sup>nd</sup> meeting (held on 5th April, 2025) and Action Taken Report (ATR) is placed before the members for approval.
IQAC/2025.33.02	Discussion on Curricular aspects <ul style="list-style-type: none"><li>(i) III sem mandatory online courses- Joy of computing and Programming in Java</li><li>(ii) BoS approval for III and IV semester syllabus of all branches-R2024 regulation</li></ul>
IQAC/2025.33.03	Discussion on Teaching Learning & Evaluation <ul style="list-style-type: none"><li>(i) Tentative Academic Schedule 2025-26 (ODD semester)</li><li>(ii) Analysis of academic performance of End semester Exam (2024-25 Even Sem)</li><li>(iii) Implementation status of New SAIL features.</li></ul>
IQAC/2025.33.04	Activities carried out on Research, Innovation and Extension <ul style="list-style-type: none"><li>(i) Status of Publication &amp; Funded Projects</li><li>(ii) Status of BIS Projects</li></ul>
IQAC/2025.33.05	Discussion on Infrastructure and Learning Resources <ul style="list-style-type: none"><li>(i) e-content development by faculty</li><li>(ii) Status of New Canteen Facility</li></ul>

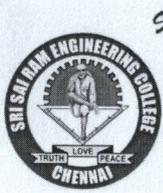
IQAC/2025.33.06	Discussion on Student support and Progression (i) Student Induction Program (SIP) for first year as per AICTE (ii) App for PGPA (iii) Status of Placement – 2021-25 Batch
IQAC/2025.33.07	Discussion on Governance, Leadership and Management (i) Review on Internal audits and academic audits
IQAC/2025.33.08	Discussion on Institutional Values and Best Practices (i) Immersion program for first year students
IQAC/2025.33.09	Discussion on Quality Initiatives by IQAC (i) QS I-GAUGE renewal (ii) Status of NBA Readiness
IQAC/2025.33.10	Any other matter with the permission of the chair



IQAC Coordinator



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## 33<sup>rd</sup> IQAC Meeting

Minutes of the 33<sup>rd</sup> IQAC Meeting held on 23.08.2025 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. Balaji C R, Senior Manager QA/ESAB India Ltd.
10. Mr. T. G. Nagarajan, Ward member/Poonthandalam Village
11. Dr. A. Rajendra Prasad, Dean, Student Affairs
12. Dr. K. Maran, Director, SIMS
13. Dr. C. R. Rene Robin, Dean, Innovation
14. Dr. L. Arunachalam, Dean, TAP Cell
15. Ms. S. Usha, Assoc. Prof./ECE
16. Ms. Deepika R, Asst. Prof/CSE
17. Ms. D. Kalpana, Asst. Prof./M.Tech. (CSE)
18. Ms. V. Malini, Assoc. Prof./EEE
19. Mr. L. Ravikumar, Asst. Prof./Mechanical
20. Mr. K. Mohanraj, Asst. Prof./ICE
21. Mr. R. Devakandhan, Asst. Prof./CIVIL
22. Mr. S. Sivamurugan, Asst. Prof./AIDS
23. Mr. V. Prabhu, Asst. Prof./Mechanical

24. Dr. S. Susila Sakthy, Assoc. Prof./IT
25. Ms. J. Malathi, Asst. Prof./CSBS
26. Mr. V. Velmurugan, Assoc.Prof./Mech.& Auto.
27. Dr. B. Keerthana, Asst. Prof./MBA
28. Ms. R. Gayathiri, Assoc. Prof./EIE
29. Dr. P. Nataraj, Asst. Prof./Mathematics
30. Ms. S. Anitha, Asso. Prof./Chemistry
31. Dr. Valarmathy G, Asst. Prof./ CSE (IoT)
32. Ms. T. Prasanthi, Asst. Prof./CSE (AIML)
33. Dr. P. K. Kumar, Physical Director
34. 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. R. Selvam, Secretary, TIEMA & Director
3. Mr. Charles Premkumar, Manager HR, Brakes India Ltd.
4. 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/2025.33.01	<p>Approval of the Minutes of the 32<sup>nd</sup> meeting (held on 5th April, 2025) and the Action Taken Report (ATR) is placed before the members for approval.</p> <p><b>RESOLVED to approve the minutes and action taken report of the 32<sup>nd</sup> meeting held on 05-04-2025.</b></p>
IQAC/2025.33.02	<p><b>Discussion on Curricular aspects</b></p> <p><b>(i) III sem mandatory online courses- Joy of Computing and Programming in Java</b></p>

	<p>The members reviewed the proposal to introduce mandatory non-credit online courses for all III semester students. It was informed that Joy of Computing using Python (for all branches except AIDS and AIML) and Programming in Java (for AIDS and AIML) will be offered through the NPTEL platform.</p> <p>After deliberation, the members approved the implementation of these courses from the current academic year. The members emphasized that the Heads of Departments must ensure timely enrollment of students and track learners' progress for successful course completion.</p> <p><b>(ii) BoS approval for III and IV semester syllabus of all branches—R2024 regulation</b></p> <p>The Committee was updated that the Board of Studies (BoS) meetings for all departments have been conducted and the proposed syllabus for the III and IV semesters under the R2024 Regulation has been finalized. The members noted the systematic restructuring done by the departments to align with industry expectations and emerging technologies.</p> <p>The IQAC reviewed the submitted syllabus and confirmed that BoS approval has been granted for all branches.</p> <p><b>Mr. C. R. Balaji</b> appreciated the efforts taken by the curriculum development teams.</p> <p><b>RESOLVED to accept the items (i) &amp; (ii)</b></p>
IQAC/2025.33.03	<p><b>Discussion on Teaching, Learning &amp; Evaluation</b></p> <p><b>(i) Tentative Academic Schedule 2025-26 (ODD semester)</b></p> <p>The members reviewed the proposed tentative academic schedule for the Odd Semester of the academic year 2025–26. The members discussed the academic weeks, examination timelines, and major academic activities planned for the semester. After deliberation, the Committee approved the tentative schedule and recommended that departments align their internal plans accordingly.</p> <p><b>(ii) Analysis of academic performance of End semester Exam (2024-25 Even Sem)</b></p>

	<p>The academic performance analysis for the 2024–25 Even Semester End Semester Examinations was presented to the Committee. Members reviewed pass percentages, subject-wise performance, and areas requiring academic support. The Committee suggested early interventions for courses with lower pass percentages and advised departments to strengthen remedial measures, mentoring and continuous assessment strategies to improve future outcomes.</p> <p><b>Mr. Balaji C R</b> expressed his appreciation for the achievement of outcomes.</p> <p><b>(iii) Implementation status of New SAIL features.</b></p> <p>An update on the implementation of newly released SAIL features was shared. The Committee noted the progress in deploying key functionalities, including enhanced course tracking, improved faculty dashboards, and student analytics modules. Members appreciated the technological enhancements and recommended continuous monitoring to ensure effective utilization by both faculty and students. Departments were advised to encourage all faculty members to adopt the updated features fully.</p> <p><b>RESOLVED to accept the decisions made on the teaching, learning, and evaluation process.</b></p>
IQAC/2025.33.04	<p><b>Activities carried out on Research, Innovation and Extension</b></p> <p><b>(i) Status of Publication &amp; Funded projects</b></p> <p>The status of publications in indexed journals and conferences was presented to the members. The Committee noted the consistent improvement in the number and quality of publications. Progress on ongoing funded projects and newly submitted proposals was also discussed. The members advised faculty to focus on high-impact publications and explore more external funding opportunities.</p> <p><b>(ii) Status of BIS projects</b></p> <p>The members acknowledged the active involvement of students in the BIS initiatives and reviewed the progress of ongoing projects.</p> <p><b>Dr. A. Rajendra Prasad, Dean Student affairs</b> said that BIS write-up contest is open to faculty members as well. Members were requested to encourage faculty participation and ensure wider involvement in the initiative.</p>

	<p><b>RESOLVED to accept the appreciations of the members for the activities carried on Research, Innovation and extension.</b></p>
IQAC/2025.33.05	<p><b>Discussion on Infrastructure and Learning Resources</b></p> <p><b>(i) e-content development by faculty</b></p> <p>It was discussed to improve e-content development by faculty members and utilise the facilities available in the Incubation centre.</p> <p><b>(ii) Status of New Canteen Facility</b></p> <p>The pooja for a new canteen facility is planned. The members reviewed the plan and appreciated the new infrastructure development.</p> <p><b>RESOLVED to approve the decision taken on Infrastructure and Learning Resources.</b></p>
IQAC/2025.33.06	<p><b>Discussion on Student support and Progression</b></p> <p><b>(i) Student Induction Program (SIP) for the first year as per AICTE</b></p> <p>The members discussed the plan for conducting the Student Induction Program for first-year students in line with AICTE norms. They approved the planned framework and advised that the program should ensure a smooth transition of students into the academic environment.</p> <p><b>(ii) App for PGPA</b></p> <p>The launch of the PGPA App is planned during induction day.</p> <p><b>(iii) Status of Placement – 2021-25 Batch</b></p> <p>The current placement status (2025 batch) was presented to the members. reviewed the number of offers, company participation, highest and average packages, and ongoing recruitment processes</p> <p><b>Mr. C. R. Balaji</b> appreciated the efforts of the placement team and suggested intensifying pre-placement training, mock interviews, and industry-interaction activities to further improve placement outcomes.</p>

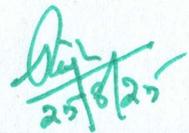
	<b>RESOLVED to accept the congratulations of the members on the initiatives towards student support and progression.</b>
IQAC/2025.33.07	<p><b>Discussion on Governance, Leadership and Management</b></p> <p><b>(i) Review of Internal audits and academic audits</b></p> <p>A detailed report on the recent internal audits and academic audits was presented. Members appreciated the improvements made since the previous audit cycle and advised departments to address the identified gaps promptly. The Committee recommended periodic follow-ups to ensure continuous quality enhancement and adherence to institutional and regulatory standards.</p> <p><b>RESOLVED to approve the review of internal and academic audits.</b></p>
IQAC/2025.33.08	<p><b>Discussion on Institutional Values and Best Practices</b></p> <p><b>(i) Immersion program for first year students</b></p> <p>The members reviewed the proposed Immersion Program designed for first-year students to familiarise them with the localisation of SDGs and the Field Exposure Visit for Idea Engineering.</p> <p><b>Mr. T. G. Nagarajan</b> appreciated this first-of-its-kind event hosted by our college.</p> <p><b>RESOLVED to approve the SDG immersion program as a best practice.</b></p>
IQAC/2025.33.09	<p><b>Discussion on Quality Initiatives by IQAC</b></p> <p><b>(i) QS I-GAUGE renewal</b></p> <p>An update on the preparations for the QS I-GAUGE rating renewal was presented. The members advised all departments to extend full cooperation in providing the required data to complete the renewal process successfully.</p> <p><b>(ii) Status of NBA Readiness</b></p> <p>The members reviewed the current readiness status for NBA accreditation for the upcoming cycle. They recommended periodic review meetings to ensure full preparedness before the visit.</p>

	<b>RESOLVED to approve the renewal of QS I GAUGE rating and the status of NBA readiness.</b>
IQAC/2025.33.10	<b>Any other matter with the permission of the chair</b>  <b>The Chairman and CEO</b> wished the team for a successful academic year 2025-26. He also added that students should be exposed more towards hands-on sessions and more awareness to be given to students on PGPA components and how to improve the PGPA score.

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



IQAC Coordinator



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## Action taken report of the 33<sup>rd</sup> IQAC meeting held on 23.08.2025

S. No.	Item	Action taken
1.	(i) III sem mandatory online courses  (ii) BoS approval for III and IV semester syllabus of all branches-R2024 regulation	(i) The students of all programs except AIML and AI&DS opted for the joy of computing with python on the NPTEL platform. AIML and AI&DS opted for Programming in Java.  (ii) All departments completed their BoS meeting during the last week of July and first week of August.
2.	(i) Tentative Academic Schedule 2025-26 (ODD semester)  (ii) Analysis of academic performance of End semester Exam (2024-25 Even Sem)  (iii) Implementation status of New SAIL features.	(i) The academic schedule with CAT dates, End semester examinations (Theory and Practicals) were finalised as per the discussion held at the meeting. (23.08.2025)  (ii) Department wise result analysis meeting was conducted. Strategies to improve academic performance were discussed.  (iii) The new features were made available in SAIL page and faculty started using all features
3.	(i) Status of BIS Projects	(i) 20 projects were applied during the month of September and are awaiting for results. (BIS)

4	(i) e-content development by faculty (ii) Status of New Canteen Facility	(i) Departwise meetings conducted for developing e-content facility (ii) Bhoomi pooja for new canteen block was conducted on 24-10-2025
5.	(i) Student Induction Program (SIP) for first year as per AICTE (ii) APP for PGPA components (iii) Status of Placement – 2021-25 Batch	(i) SIP was conducted from 14.08.2025 to 04-september 2025. (ii) APP for PGPA was released on 5th September, 2025. (iii) 988/1277 -77.4 percent of students were placed.
6.	(i) Review on Internal audits and academic audits	(i) An internal audit was conducted on 11th October , 2025. An analysis was submitted to the management on 21st and 22nd May, 205.
7.	(i) Immersion program for first year students	(i) The SIRD immersion program for the first year students was planned from the month of November 2025.
8.	(i) QS I -GAUGE renewal (ii) Status of NBA Readiness	(i) The necessary process for QS I GAUGE renewal is in progress. (ii) SAR submitted and awaiting for dates from NBA.

  
IQAC Coordinator

  
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