34th IQAC MEETING ON 22.11.2025
AGENDA

AGENDA NO.	DETAILS
IQAC/2025.34.01	Approval of the Minutes of 33rd meeting (held on 23rd August, 2025) and Action Taken Report (ATR) is placed before the members for approval.
IQAC/2025.34.02	Discussion on Curricular aspects (i) Curriculum and syllabus for 2024 regulations – Semester IV- Introduction of new courses (ii) Mandatory non credit courses for semester IV (iii) Introduction of SEEK course into curriculum (Semester II)
IQAC/2025.34.03	Discussion on Teaching Learning & Evaluation (i) Analysis of academic performance (CAT results-ODD sem. 2025-26, SAIL Test performance-ODD sem. 2025-26) (ii) Review on number of internal assessment methods and its weightages (iii) Innovations in pedagogy and use of ICT tools in teaching (features introduced in SAIL) (iv) Students feedback 2024-25 (ODD & EVEN)

IQAC/2025.34.04	Activities carried out on Research, Innovation and Extension (i) Status of research publication, patents and funded projects- January 2025-till date (ii) Number of patents granted (iii) Review of community and Outreach activities
IQAC/2025.34.05	Discussion on Student support and Progression (i) Status of placement -2021-2025 batch and 2022-2026 batch (ii) Review on the status of Honours degree - 2022-2026 batch and Number awarded - 2021-2025 batch (iii) NPTEL courses enrolled and completed (2025-26, ODD) (iv) Number of students enrolled for GATE 2026 & Qualified in GATE 2025 (v) Number of participants in IEEE Xtreme competition - 2025
IQAC/2025.34.06	Discussion on Governance, Leadership and Management (i) Merger of both institutions
IQAC/2025.34.07	Discussion on Institutional Values and Best Practices (i) Digital repository of events conducted in the college
IQAC/2025.34.08	Discussion on Quality Initiatives by IQAC (i) Surveillance audit II for EOMS (ii) Renewal of QS I -GAUGE (iii) Readiness for NBA (iv) Course end survey for CO attainment
IQAC/2025.34.09	Any other matter with the permission of the chair.

Coordinator-IQAC

8/11/25

PRINCIPAL

34th IQAC Meeting

Minutes of the 34th IQAC Meeting held on 22.11.2025 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. Maran, Director, SIMS
8. Dr. S. Rajarajan, Dean, Academics
9. Dr. A. Rajendra Prasad, Dean, Student Affairs
10. Dr. C. R. Rene Robin, Dean, Innovation
11. Dr. R. Premanand, Controller of Examinations
12. Dr. B. Latha, Dean (Skill Development) & HoD (CSE)
13. Dr. N. Sivagami, Senior Librarian
14. Mr. R. Selvam, Secretary, TIEMA & Director
15. Mr. S. Charles Premkumar, General Manager (Head HR), Pon Pure Chemicals
16. Mr. P. Sachidhanandham, Project Manager, HCL Technologies
17. Mr. George Seldon, Principal, Sairam Matriculation Hr. Sec. School, West Tambaram
18. Mr. S. Muthuvairam, Amudha Surabi Foundation
19. Mr. Praveen Kumar D S, Zoho Payment Technologies Private Limited
20. Dr. K. Parvatham, Prof./Mathematics - Coordinator
21. Dr. S. Durgadevi, Prof./EIE - Co-coordinator
22. Dr. S. Rathika, Associate Professor (Chemistry)
23. Ms. S. Usha, Assoc. Prof. (ECE)

24. Mr. L. Ravikumar, Asst. Prof. (Mech.)
25. Mr. R. Devakandhan, Asst. Prof. (Civil)
26. S. Karthikeyan, SEC24CS110/ CSE - II Year A
27. K. Bhavana, SEC24EE059 / EEE - II Year A

The following members could not be present:

1. Dr. L. Arunachalam, Dean, TAP Cell
2. Dr. T. Sheela, Dean (Networking) & HoD (IT)
3. Dr. K. Mohanraj, Asst. Prof. (EIE)

Dr. J. Raja, Principal welcomed the members and Dr. S. Durgadevi presented the agenda to the members.

The following points were discussed based on the agenda.

Agenda Number	Details
IQAC/2025.34.01	Approval of the Minutes of 33rd meeting (held on 23rd August, 2025) and Action Taken Report (ATR) is placed before the members for approval. **RESOLVED to approve the minutes and action taken report of the 33rd meeting held on 23-08-2025.**
IQAC/2025.34.02	**Discussion on Curricular aspects** **(i) Curriculum and syllabus for 2024 regulations – Semester IV- Introduction of new courses** The introduction of the Logistics course as an open elective with five different syllabus (**1.** Common to **EEE, EICE & EIE, 2.**Common to **Mech, Mech & Automation, 3.**Common to **Civil, 4.** Common to **IT, CSE, CCE, M.Tech.(CSE), AIDS, CSE (Cyber Security), CSE(AIML)** and **5.** Common to **CSE(IoT), ECE**) was explained to the members. The introduction of a professional elective in the VIII semester was informed to the members. This elective is introduced to have a connection with the non placed students in VIII semester. Those students will be given skill based training that will help for placement.

	Mr. Selvam appreciated the introduction of the course on Logistics and suggested exploring the online certification courses offered by Indian Institute of Foreign trade (IIFT). He also gave awareness about the Massive Open Online Course (MOOC) offered by IIFT "Basics of Import-Export) under Nirayat Bandhu Scheme of Ministry of Commerce and Industry, GoI". **Mr. S. Charles Premkumar** appreciated the introduction of the Logistics course in the curriculum and he also added that it is good to introduce an electric course in the VIII semester as it encourages continuous learning. **RESOLVED** to accept the introduction of the course on Logistics with five different syllabus for various programs. **(ii) Mandatory non credit courses for semester IV** The Committee was updated that the Board of Studies (BoS) meetings for all departments have been conducted and the proposed syllabus for the IV semesters under the R2024 Regulation and the mandatory non credit courses through NPTEL program for all programs has been finalized. The members noted the systematic restructuring done by the departments to align with industry expectations and emerging technologies. **RESOLVED** to appreciate the introduction of the mandatory non credit courses for all programs. **(iii) Introduction of SEEK course into curriculum (Semester II)** Social Emotional Education- Knowledge to Practice (SEEK) -SEEK is a transformative emotional resiliency-building course, developed and hosted by UNESCO MGIEP on its AI-powered, GDPR-compliant learning platform – FramerSpace. This programme focuses on developing self-awareness, emotional regulation, resilience, and interpersonal skills among learners. **RESOLVED** to appreciate the introduction of the course for all the students in Semester II.
IQAC/2025.34.03	**Discussion on Teaching Learning & Evaluation**

	(i) Analysis of academic performance (CAT results-ODD sem. 2025-26, SAIL Test performance-ODD sem. 2025-26) The Continuous assessment test performance and the end semester performance of the EVEN semester (2024-25) and the Continuous assessment test performance of the ODD semester (2025-26) were presented to the members. **Mr. Naresh Raj, CIO of Sairam Institutions** said that there is a vast difference between the end semester and the Continuous assessment test performance. The head of the departments and the faculty should ensure that the Continuous assessment test performance is improved in the coming semesters. **RESOLVED** to accept the suggestions given on the analysis of Continuous assessment test and End semester performance. **(ii) Review on number of internal assessment methods and its weightages** It was proposed to have two continuous assessment tests from the EVEN semester (2025-26) onwards. This change is requested due to (i) Two tests provide better evaluation of learning outcomes than multiple shorter tests. (ii) Reducing the tests helps avoid student stress and improve students' performance. (iii) quizzes, Case studies, seminars, project presentations supplement the third tests. **The Trustee Mr. P. Balasubramanian** also recommended the proposal of two Continuous Assessment Tests. **RESOLVED** to approve the proposal of two continuous assessment tests. **(iii) Innovations in pedagogy and use of ICT tools in teaching (features introduced in SAIL)** The new features introduced in SAIL - TEATAR (Teach, Engage, Assess, Track, Analyse, Remediate) for Teachers were demonstrated to the members. Mr. Naresh Raj, CIO of Sairam Institutions said that the usage of SAIL is underutilized and the usage is only 15%. The HoDs were informed to ensure the full utilisation of SAIL by their faculty and students.

	RESOLVED to accept the congratulations of the members for the innovations in pedagogy and ICT tools. **(iv) Students feedback 2024-25 (ODD & EVEN)** The analysis of the TLP feedback collected for the academic year 2024-25 was presented to the members. **Mr. P. Sachidhanandham,** Parent said that getting TLP feedback from students is a good initiative but confidentiality should be maintained. He was informed that the students name is not transparent while submitting the feedback. Mr. S. Charles Premkumar enquired about the questions included in the feedback. A sample feedback report was shown to the members. **RESOLVED** to accept the appreciations of the members for the feedback collected and analysed.
IQAC/2025.34.04	**Activities carried out on Research, Innovation and Extension** **(i) Status of research publication, patents and funded projects-January 2025-till date** The number of research publications on SCI, WoS & SCOPUS, the number of Government and Non Government funded projects, number of patents filed & granted and the number of books/book chapters published were presented to the members. **RESOLVED** to accept the congratulations of the members on the number of research publications, patents and funded projects. **(ii) Number of patents granted** It was informed to the members that till date 26 patents were granted. **Mr. Selvam** said that the institution should sell the patents and create value for the society. **RESOLVED** to accept the suggestions given by the members. **(iii) Review of community and Outreach activities**

	The members were presented with a detailed overview of the activities conducted under community and outreach initiatives. **RESOLVED** to accept the appreciations of the members on activities conducted under community and outreach initiatives.
IQAC/2025.34.05	**Discussion on Student support and Progression** **(i) Status of placement -2021-2025 batch and 2022-2026 batch** The details of the placement for 2021-2025 batch were presented to the members. The current status of 2022-26 batch was also presented. Mr. Naresh Raj, CIO of Sairam Institutions suggested collecting the feedback from placed students. He also suggested to get the feedback on the training and its syllabus from all students opting for placement **(ii) Review on the status of Honours degree - 2022-2026 batch and Number awarded - 2021-2025 batch** The number of students registered for Honours degree in 2022-2026 batch were presented to the members. **Dr. R. Palaniyandi, Director (Quality Monitoring)** suggested that HoDs should have a close monitoring of the students registered for Honours degree. **RESOLVED to** accept the suggestions given. **(iii) NPTEL courses enrolled and completed (2025-26, ODD)** The members were informed about the AAA rating received from SWAYAM-NPTEL for the overall performance in NPTEL examinations. Also our institution recorded 119, the maximum number of domain certifications and more number of star performers. **RESOLVED** to accept the congratulations of the members on the achievements of NPTEL certifications. **(iv) Number of students enrolled for GATE 2026 & Qualified in GATE 2025**

	It was informed to the members that 1264 students registered for GATE 2026 and 40 students got qualified in GATE 2025. Mr. S. Charles Premkumar said that the number of students getting qualified in GATE should be concentrated. **RESOLVED** to accept the congratulations of the members for GATE 2025 qualified students. **(v) Number of participants in IEEE Xtreme competition - 2025** The total number of teams (1531) registered in IEEE extreme competition was informed to the students. **RESOLVED** to accept the congratulations of the members on the number of teams registered.
IQAC/2025.34.06	**Discussion on Governance, Leadership and Management** **(i) Merger of both institutions** The members were informed about the merger of Sri Sairam Institute of Technology (Child Institute) with Sri Sai Ram Engineering College (Parent Institute) with effect from the academic year 2025-26. **RESOLVED to accept the wishes of the members for the merger of the institutions.**
IQAC/2025.34.07	**Discussion on Institutional Values and Best Practices** **(i) Digital repository of events conducted in the college** The members were informed about the "EVENTIFY" app, a platform designed to streamline the events like workshops, guest lectures, conferences, DLPs and other activities happening in the college. This app is used for Event ID Generation, creation of events, Venue Booking and creating of reports. The members were informed that our Chairman and CEO attended the Thirtieth Anniversary of the World Programme of Action for Youth (WPAY30) at the 80th session of United General Assembly (UNGA 80) on 25th September at UN Headquarters in New York. He addressed the proud gathering on the theme: World Programme of Action for Youth at 30: Accelerating global progress through

	intergenerational collaboration. He was also recognized with Baden-Powell Fellowship at Kuala Lumpur, Malaysia on 24.10.2025 for his vision towards Scouting activities and achievements **RESOLVED to accept the appreciation of the members for the institutional values and best practices carried out.**
IQAC/2025.34.08	**Discussion on Quality Initiatives by IQAC** **(i) Surveillance audit II for EOMS** The members were informed that the surveillance audit is due in the month of December. **(ii) Renewal of QS I -GAUGE** The QS I-GAUGE rating was valid till the month of November 2025. The process for renewal is going on. **(iii) Readiness for NBA** The NBA visit will be scheduled in the month of January 2026 or February 2026. **(iv) Course end survey for CO attainment** It was decided to collect the course end survey for the courses of ODD semester 2025-26 in the SAIL app. **RESOLVED to accept the appreciations of the members for the quality initiatives.**
IQAC/2025.34.09	Any other matter with the permission of the chair. **Mr. Praveen kumar,** the alumni of Sri Sai Ram Engineering College expressed his faith in the alma mater and he insisted on focusing on the fundamentals as many students don't understand the logic and fundamentals. He added that learning the concept is important and not earning the certificate. **Mr. George Sheldon** insisted that assignments given to students should not be like writing practice and it should enable critical thinking. Mr. Naresh Raj, CIO of Sairam Institutions suggested reviewing the pattern of assignments and suggested that case studies can be given

	for assignments. He also added that for regulations 2024 there shall be domain specialised classrooms. Mr. P. Sachidhanandham, Project Manager, HCL Technologies suggested to go for cloud based projects. Mr. Naresh Raj, CIO of Sairam Institutions informed about the CPR training for all faculty members scheduled from the last week of November, 2025. He also suggested that there can be yoga sessions in the middle of a long meeting. Dr. Palaniyandi, Director, Quality monitoring said that sairam will follow an integrated approach to monitor the students from semester I to Semester VIII.

The meeting ended with a vote of thanks by Dr. S. Rajarajan. He ensured that all the suggestions given by the stakeholders will be considered and the action taken report will be produced in the next meeting.

IQAC Coordinator

4/12/25

PRINCIPAL