



SRI VENKATESWARA
COLLEGE OF ENGINEERING AND TECHNOLOGY
Thirupachur-631203, Tiruvallur TK & DT
Approved by AICTE New Delhi & Affiliated to Anna University, Chennai
(A Telugu Minority Institution)


INTERNAL QUALITY ASSURANCE CELL (IQAC)

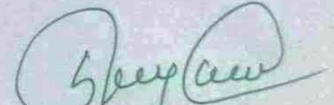
CIRCULAR

The Internal Quality Assurance Cell(IQAC) meeting for academic year 2023-2024, odd Semester will be 12/10/2023 at 10:00 am in the conference hall. All IQAC members are requested to attend the meeting without fail on time.

AGENDA

1. Introduction
2. Review of Previous minutes of meeting
3. Review of academic calendar for 2023-2024 even semester
4. Conducting Symposium for all departments
5. Project work for final years
6. Mentoring system
7. Faculty and student participation in conference.
8. Research and Development Activities
9. Sports day, Annual Day celebration
10. Upgradation of Entrepreneurship Development cell
11. Vote of Thanks


Dr.A.V Mayakkannan
IQAC Coordinator


Dr S. Palani

Chairman / IQAC

PRINCIPAL
Sri Venkateswara College of
Engineering and Technology
Thirupachur Thiruvallur - 631 203

Copy to:

- The chairman for the kind information
- All HOD's and Faculty Members
- All IQAC Committee Members
- File





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L.NO	COMPOSITION CRITERIA SPECIFIED BY NAAC	IQAC MEMBERS NAME	DESIGNATION	SIGNATURE
1	Chairperson-Head of the Institution	Dr S. Palani	Principal	
2	Member from the Management	Mr Balasubramaniam.R	Secretary	
3	IQAC Coordinator	Dr.A.V Mayakkannan	Dean/SVCET	
4	Senior Administrative Officer 1	Mr Dhamodharan.G	A.O	
5	Senior Administrative Officer 2	Ms Radhika	A.O	
6	Faculty Member 1	Mr Vinoth.M	HOD/Mech	
7	Faculty Member 2	Mrs Geetha.S	HOD/EEE	
8	Faculty Member 3	Mr Rajesh Kumar.V	HOD/ECE	
9	Faculty Member 4	Mr.Namachivayam.M	HOD/ CSE	
10	Faculty Member 5	Dr Varun Kumar.V	HOD/Civil	
11	Faculty Member 6	Mrs Priya.G	AP/ MBA	
12	Faculty Member 7	Mrs Jaya Kumari.N	HOD/MCA	
13	Student Member	Mr Ganesh Kumar.N	EEE Student Batch(2020-2024)	
14	Alumni Member	Mr.R.Yogangandhi	Technical analyst Aspire Ltd	
15	Employer	Mr Arun kannan U	Regional Manager TATA Groups	
16	Industrialist	Mr.Aravind	Managing Director LIBATT Technology	
17	Stakeholder-Parent	Mr Ponnambalam.M	F/O MOHANAPRIYA.P MBA(2023-2025)	



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IQAC MINUTES OF THE MEETING

POINTS DISCUSSED

The Chairman welcomed the gathering and briefed about Institution Academic Calendar for even semester 2023-2024

Review of students feedback about teaching methodologies and facilities supported by the institution in this academic year 2023-2024

Review of Learning Management System(LMS) in teaching and learning through Camu platform is performed.

Review of students Results Analysis is carried out and compared with previous results for further updation of strategy.

The faculty members are instructed to increase the results of students by giving maximum pass percentage.

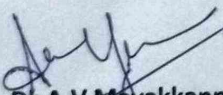
Stakeholder's participation in enhancing teaching process through feedbacks from Students, Alumni, Industry Experts and parents are collected to monitor and evaluate the teaching learning process.

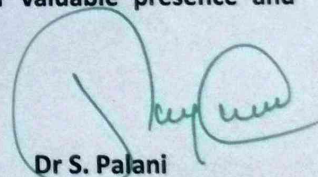
The career guidance program and soft skill development programs organised by all department in this Academic year 2023-2024 was discussed.

Review of activities to enhance the students performance in all the aspects including extra curricular.

The faculty members are encouraged to participate in international and national conferences and publication of their works in internationally and nationally renowned journals. Also insisted to participate in Faculty Development Programs(FDP) and Skill Development Training programs.

The chairman and IQAC Coordinator thanked all the members for their valuable presence and suggestions.


Dr. A. V. Mayakkannan
IQAC Coordinator


Dr. S. Palani

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ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 08/11/2023

PLAN OF ACTION	ACTION TAKEN
Review of students feedback about teaching methodologies and facilities supported by the institution in this academic year.	Based on the feedback the teachers are given special training on teaching methodologies.
Review of students Results Analysis is carried out and compared with previous results for further updation of strategy.	The improvement for results Analysis has been given importance from ASS-I for this Academic year.
The committee members suggested arranging mentoring sessions for all students of different departments.	Mentors has been framed for each student and monitored on regular basis.
The faculty members are encouraged to participate in international and national conferences and publication of their works in internationally and nationally renowned journals.	New innovative ideas/projects of students are welcomed by industry Experts.
The career guidance program and soft skill development programs organized by all department.	Public speaking classes has introduced for all final year students as part of curriculum.

Dr.A.V Mayakkannan
IQAC Coordinator

Dr.S. Palani

Chairman / IQAC
PRINCIPAL

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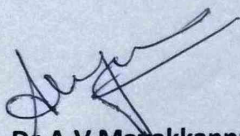
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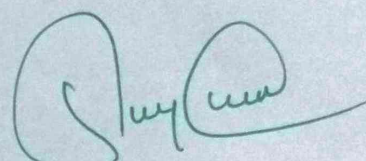
CIRCULAR

The second Internal Quality Assurance Cell(IQAC) meeting for academic year **2023-2024**, even Semester will be 18/04/2024 at 10:30 A.M in the conference hall. All IQAC members are requested to attend the meeting without fail on time.

AGENDA

1. Introduction
2. Review of Previous minutes of meeting
3. Class Committee Meeting
4. Faculty Activities and Achievement
5. Student Activities and Achievement
6. Internal Assessment and Question Paper Preparation
7. Training and Placement Activities
8. First year Motivational Programme
9. Vote of Thanks


Dr.A.V Mayakkannan
IQAC Coordinator


Dr S. Palani
Chairman / IQAC
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College of Engineering and Technology

Thirupachur - 631 203, Tiruvallur Taluk & Dist, Tamilnadu.
(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
NAAC Accredited Institution
An ISO 9001 : 2015 certified Institution
E.mail : principal@sriventech.ac.in Tel : 044 - 27664444
Website : www.sriventech.ac.in Mobile : 91767 45678

MEMBERS OF IQAC

L.NO	COMPOSITION CRITERIA SPECIFIED BY NAAC	IQAC MEMBERS NAME	DESIGNATION	SIGNATURE
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IQAC MINUTES OF THE MEETING

POINTS DISCUSSED

The Chairman welcomed the gathering and briefed about the meeting agenda and asked all the HODs to make sure of the follow-up on the Academic-Calendar.

The committee insisted on conducting regular class committee meetings for the students and getting feedback from the students for improvement.

The committee insisted the HOD's to motivate their department staff members to participate in various Faculty Development Programmes, Workshops, Conference and Publications.

The committee suggested the faculty to use Innovative Teaching Techniques during class hours in order to enhance the Learning capability of students.

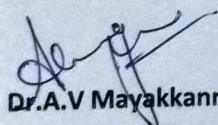
The committee asked the HOD's to confirm the status of Course file.

The committee encouraged to conduct Social Welfare Activities and awareness programs for rural people around us through NSS.

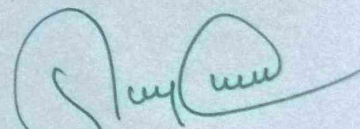
The Professionals in the industry extended their support to Research and Development activities.

The committee persisted in making Well-defined Long term plans and strategies.

The committee members instructed all the faculties to maintain all the documents for the Academic Audit which will be conducted by IQAC.

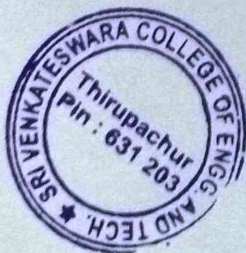


Dr.A.V Mayakkannan
IQAC Coordinator



Dr S. Palani
Chairman / IQAC
PRINCIPAL

**Sri Venkateswara College of
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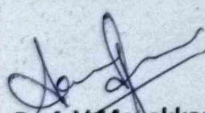


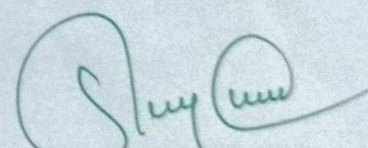
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ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 13/06/2024

PLAN OF ACTION	ACTION TAKEN
The principal insisted to motivate the faculty members to participate in FDP, Workshops and other Academic activities.	Faculty members participated in various Workshops and FDP's both internally and Externally.
The committee instructed to conduct Social Welfare Activities and Awareness Programs	NSS Students conducted Blood donation camp with the coordination of Lion's Club. Dengu Awareness Programs was conducted in the villages near Thirupachur by Our NSS Volunteers.
The committee instructed on Academic Audit.	Academic Audit has been completed and report is submitted to principal.
The committee insisted the faculty members to use innovative teaching techniques	Flipped classroom technique has been introduced in order to improve the teaching method.


Dr.A.V Mayakkannan
IQAC Coordinator


Dr S. Palani

Principal/IQAC
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