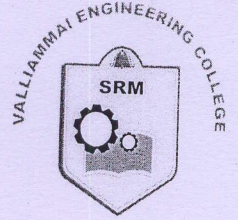




VALLIAMMAI ENGINEERING COLLEGE
S.R.M. NAGAR, KATTANKULATHUR 603 203



Ref : VEC/IQAC/Circ/2013/4

03-12-2013

CIRCULAR

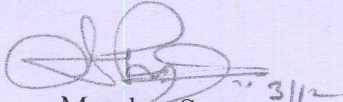
Sub: IQAC Meeting – notification sent – requested to attend - reg.

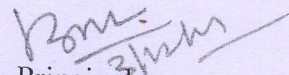
The meeting of the Internal Quality Assurance Cell (IQAC) is arranged on 04.12.2013 at 11.00 a.m. in the Conference Hall, VEC.

Agenda:

- a. Approval of the Minutes of the Previous Meeting ✓
- b. Discussions on the Quality of Teaching-Learning Process
- c. Report of the activities during the Odd Semester of 2013-14
- d. Future plans in the Even Semester of 2013-14
- e. Preparation for SAR of NAAC & its submission
- f. Any other points.

All the members are requested to attend the meeting and take part in contributing to improve the quality of education in our Institution.


Member Secretary

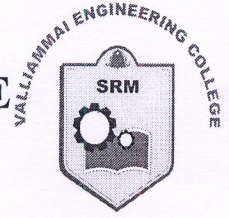

Principal

Copy to

- i) The Vice-Principal
- ii) All Members of IQAC
- iii) PA to Principal
- iv) IQAC File.



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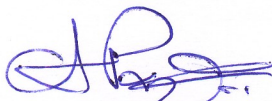
05-12-2013


MINUTES

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 04.12.2013 at 11.00a.m. in the Conference Hall, VEC. The members present were Dr.B.Chidambara Rajan, Principal, Dr.M.Murugan, Vice-Principal, Dr.K.Elango, Prof.Komala James, Dr.D.Elango, Dr.Andy Srinivasan, Dr.S.Thirugnanam, Dr.J.Padmini, Dr.A.Abdul Rasheed, Dr.H.Krishnan, Prof. N.Lakshmana Perumal, Mr.T.C.Saravanan, Manager, Prof.Augustin Maniraj Pandian, Professor, Civil Dept., SRM University, and Dr.A.Pandurangan, IQAC Coordinator and also proxies to the remaining members attended.

The IQAC Coordinator welcomed the august body and initiated the discussion of the agenda. Principal, Vice-Principal and the External member actively involved in the discussion. The Vice-Principal pointed out that the online feedback by students is now in practice. He also apprised that the preparation of SAR for NAAC was more than 80% completed. Based on the discussions on the agenda the following resolutions were passed.

1. The minutes of the previous meeting were approved.
2. Two or more viable departments could jointly organize conferences in future.
3. Steps to be taken to speed up for acquiring more permanent affiliation from the Anna University.
4. Faculty should encourage students to do real-time projects and publish articles in journals and conferences.
5. Faculty must be involved in R&D and consultancy activities and they are encouraged to stay in the college beyond 4.15 p.m for such activities.
6. Faculty should prepare PPT for selective topics in each course and the same could be presented to the students in the lecture hall.
7. Faculty and students should make use of the facilities of e-learning such as NPTEL.


Co-Ordinator


Principal

Copy to

- i) The Vice Principal
- ii) All Members
- iii) PA to Principal
- iv) IQAC File.