



VALLIAMMAI ENGINEERING COLLEGE
SRM NAGAR, KATTANKULATHUR – 603 203
INTERNAL QUALITY ASSURANCE CELL (IQAC)



Date: 11-10-2016

CIRCULAR

Sub: IQAC Meeting notification – reg.

The Internal Quality Assurance Cell (IQAC) meeting for this academic year will be held on 14-10-2016 at 10.00 a.m. in the Conference Hall, VEC. The members of the cell are requested to attend.

Agenda

- i. Review of academics
- ii. Preparation for Even Semester
- iii. Faculty development programs
- iv. Industrial visit for the faculty members
- v. Any other points

All the members are requested to attend the meeting and improve the quality of education to make our Institution as a 'Centre of Excellence'.

IQAC Co-Ordinator

PRINCIPAL

Copy to:

- i. The Director – for kind information*
- ii. The Members of the cell*
- iii. PA to Principal*
- iv. IQAC File*



VALLIAMMAI ENGINEERING COLLEGE
SRM NAGAR, KATTANKULATHUR – 603 203
INTERNAL QUALITY ASSURANCE CELL (IQAC)



Date: 18-10-2016

MINUTES OF MEETING held on 14-10-2016

The IQAC coordinator welcomed the members and initiated the proceedings. The following points were discussed in the meeting:

- i. It reminded that the Class Coordinators have to ensure the attendance of the students of the classes concerned.
- ii. It was recorded that the VEC has achieved 70% placement among the eligible students. The placement head was also appreciated for the same.
- iii. It was informed to the heads of department for the necessary arrangements and preparations for the ensuing semester in all aspects. In this regard, the chairperson of the cell informed to have a common meeting of all the departments including first year and PG programmes for time table preparation.
- iv. The Faculty Development Programmes can be offered by the departments in the subjects in which the percentage of pass is low. The other department Faculty members can also be invited to participate and at the same time, the Faculty members of the other departments can also be the Resource Persons.
- v. It was also proposed by the Chairperson of the Cell, to form a 'Staff Welfare Team' to promote various staff-related activities.
- vi. It is generally believed that there is a gap between the industry and academia. We, at VEC, have taken initiatives to fill the gap through various means. In this regard, the Faculty members of all the departments are informed to go on industrial visits and to get exposure in the latest trends of their domains. The learnt concept through these industrial visits can also be transferred to the students, for better understanding of the current trends in the industries.
- vii. The solar power plant with the capacity of 30 KVA was inaugurated by our respected director on 28-09-2016 in first year block.

viii. ISO external audit for certificate upgradation from ISO 9001:2008 to ISO 9001:2015 was held on 17-08-2016. The ISO MR was appreciated for the necessary arrangements for the successful conduction of the audit process.

The meeting was concluded to improve the quality sustenance and to promote our institution as the "Centre of Excellence".


IQAC Co-Ordinator


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