

S.R.M INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University Under section 3 of UGC Act 1956)

Internal Quality Assurance Cell

ACTION TAKE REPORT BASED ON MINUTES OF IQAC MEETINGS

(2013 Onward, from 8th IQAC Meet)

Sl. No:	IQAC Meeting No.	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings.
1.	8 (19-02-2013)	Introduction of UGC mandated courses on Disaster Management and Cyber Security	The matter was placed in the 22 nd Academic Council and a committee was constituted to normalize the UGC syllabus with reference to the Faculties to which these courses are offered. The normalized syllabus has been incorporated in the curriculum and syllabus of respective programs.
2.	8 (19-02-2013)	Reaccreditation by NAAC in II cycle	S.R.M Institute of Science and Technology has been reaccredited by NAAC in its II cycle with A grade at a score of 3.5/4.0
3.	8 (19-02-2013)	Introduction of revised 2013 Regulations and Curriculum for Faculty of E&T	The curriculum and syllabus have been placed in the 22 nd Academic council and Approved for students admitted from 2013 onwards.
4.	9 (17-05-2013)	Strengthening B. Com / M.Com programs	In accordance with the resolution made in the 9 th IQAC meeting, The Regulations, curriculum and syllabi of M.Com (Accounting & Finance) were placed before the 23 rd Academic Council and approved.
5.	9 (19-02-2013)	Importance of program in Medical Physics	In accordance with the resolution made in the 9 th IQAC meeting Curriculum and syllabus for M.Sc. (Medical Physics) were placed before the 23 rd Academic Council for approval and got approved
6.	10 (20-08-2013)	Offering Post-Doctoral Fellowship (PDF)	The proposal to start PDF programs in SRMIST was placed in the 24 th Academic council along with the rules, regulations, systems and processes and was approved.
7.	11 (18-11-2013)	Starting a new Diploma course in Dialysis Technology	Approved in 25 th Academic Council Meeting
8.	11 (18-11-2013)	Starting a new program M.S. (Bioethics)	Approved in 25 th Academic Council Meeting
9.	12 (18-02-2014)	Revision of regulations, curriculum and syllabus of Faculty of Science and Humanities	Approved in 25 th Academic Council Meeting
10.	12 (18-02-2014)	Establishment of School of Law / Agriculture	Approved in 25 th Academic Council Meeting for starting School of Law
11.	13 (21-05-2014)	Introduction of industry centric courses in curriculum	Faculty of E&T had introduced one credit industry centric courses as electives
12.	14 (19-08-2014)	Introduction of project works earlier to final year	Approved in 27 th Academic Council Meeting
13.	14 (19-08-2014)	Choice for students to pick their preferred faculty	Approved in 27 th Academic Council Meeting
14.	16 (18-02-2015)	Introduction of Choice Based Curriculum	Ratified in 29 th Academic council meeting held on 29.08.2015

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15.	16 (18-02-2015)	UGC's guidelines on award of letter grades and maximum duration of programs	Placed in 28 th academic Council meeting and approved.
16.	17 (20-05-2015)	Introduction of Career Advancement Courses (CAC) for M.Tech/MBA	Ratified in 29 th Academic council meeting held on 29-08-2015
17.	18 (31-08-2015)	NAAC has requested accredited institutions like ours to offer our viewpoint about ranking and accreditations. Our viewpoint will be shared with others when discussion takes place on New Education Policy (NEP) being formulated by MHRD. NAAC expects us to discuss the issue in our IQAC (Internal Quality Assurance Cell) meeting before sending outcome to NAAC.	Resolutions passed and sent to NAAC
18.	18 (31-08-2015)	Visit by EAC team of ABET	The four programs- Civil, Mech,ECE,EEE at KTR campus have been successfully reaccredited by EAC of ABET in Sep. 2016.
19.	19 (18-11-2015)	Maximum duration of programs as per UGC guidelines	The issue was discussed in the 30 th Academic Council Meeting and a committee was constituted to look into the modalities of implementation and present the proposals in the 31 st Academic Council meeting. Maximum duration of programs as per UGC guidelines for all programs was fixed as N+2 where N is the normal duration of study and approved in the 31 st Academic Council Meeting
20.	21 (20-05-2016)	Choice Based Curriculum and Syllabus 2015 – For Engineering and Technology	The complete curriculum and syllabus for all UG engineering programs were placed in the 32 nd Academic Council Meeting and got approved.
21.	21 (20-05-2016)	IET accreditation for programs like CSE,E&I,AutomobileEngg, Software Engg	The programs have undergone accreditation visit and successfully accredited.
22.	22 (06-09-2016)	NIRF – 2017	NIRF formats had been successfully uploaded in NIRF website as well in University website. The ranking result: University – 34, Engineering 35, Pharmacy 9
23.	23 (17-02-2017)	Facilitating students opting for higher studies	CDC placed the proposals in 33 rd Academic Council for offering courses in the weekends and during weekdays after the class hours to help students in their preparation for GATE and CAT. The proposals were approved in the academic council and the classes would commence from academic year 2017-18.
24.	23 (17-02-2017)	QS Star rating	The university has been rated as 4 star University by QS with 5 star ratings in teaching, employability and inclusiveness
25.	24 (22-06-2017)	ABET's CAC visit –B.Tech IT Program-KTR- SSR submission	SSR was submitted on time. Director E&T, Principal coordinator IQAC and Faculty member of IT program Dr. M.B. Mukesh Krishnan attended the Institutional Representative meeting at Baltimore, USA and met the team chair and discussed the SSR with him. The onsite visit was completed in Oct. 2017 the program was successfully accredited with next general review in 2023-24

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26.	25 (25-09-2017)	NAAC 3 rd cycle of accreditation	Accredited with top A++ grade with a CGPA of 3.55/4 wef 16.08.2018
27.	26 (12-12-2017)	a. AICTE approval to be obtained for all E&T, Pharmacy, Hotel Management and Architecture programs. b. Curriculum and Syllabus for UG/PG programs under F-SH and F-E&T to be revised from 2018-19, in order to align with Choice Based Credit System.	a. AICTE approval obtained b. Revised Curriculum for UG/PG programs under F-SH and F-E&T approved in 37 th ACM
28.	27 (26-03-2018)	Participation in QS- I gauge rating	SRMIST is awarded “DIAMOND” overall rating in QS-IGUAGE
29.	28 (23-07-2018)	a. Accreditation by NBA b. Syllabus for E&T programs as per AICTE’s model curriculum c. Specialized programs at UG level in engineering	a. 5programs identified for NBA – B.Tech in Civil, Mechanical, EEE, ECE and Biotechnology. Prequalifying process on. b. Curriculum and syllabus approved and implemented from 2017-18. c. 14 UG programs with specialization got approved by AICTE in 2018-19
30.	29 (02-11-2018)	a. Measures to improve MHRD-Swachhta rankings b. HOD hour is to be allocated for feedback mechanisms c. To bring in more number of professional and certification courses	a. Rainwater harvesting newly implemented in the blocks of CRC, Hi-Tech, Automobile Law College, B.Arch, Tech Park, Basic Engineering lab. b. HOD hour implemented in Faculty of Engineering and Technology c. One credit courses by industry experts, and course modules by Adjunct faculty, have been implemented
31.	30 (01-03-2019)	Video recording of sophisticated research equipment / video recording of lectures	Camera purchased, guidelines issued for video recording and the process has started.
32.	30 (01-03-2019)	A user friendly app may be developed for booking SRM vehicles for bringing in academic guests.	Online vehicle booking module development is completed and operationalized.
33.	30 (01-03-2019)	MBA and Science and Humanities students shall undergo meaningful internships which will enable them to learn India centric models of development like that practiced in Tripur in Tamilnadu.	Internships for MBA students arranged in the following companies: 1. Zoho Corporation 2. Mahindra& Mahindra 3. TVS Training Services
34.	30 (01-03-2019)	Data collection about our alumni to be improved a lot. Director (Alumni) and department alumni coordinators shall work in tandem to produce desired results.	The no. of registered members on the alumni portal is increased to 16000 – 60% jump compared to 3 months back. Alumni activities have been scaled up.
35.	30 (01-03-2019)	Annual Quality Assurance Report (AQAR) – Due in 16-11-2019	AQAR submitted, review comments replied. AQAR has been accepted by NAAC for 2018-19.
36.	30 (01-03-2019)	A faculty hand book shall be prepared	I draft prepared. In progress.
37.	30 (01-03-2019)	The minutes of meeting will be circulated to all concerned and they shall take suitable action on those points pertaining to them and report back the progress made periodically.	ATR template has been prepared for every responsibility and sent to all concerned
38.	30 (01-03-2019)	In addition to Swatchh Bharat Abhyian (SBA) and Unnat Bharat Abhyian – the schemes through which our students	• Voting Awareness Program Paddapai, Nandivaram, Guduvanchery, On 05.04.19

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		involve themselves in community development activities – there shall be a mass participation of students in various society oriented activities. NSS coordinator shall devise a methodology by which the existing mandatory NSS course may be leveraged to help large number of students to contribute to the cause of society.	<ul style="list-style-type: none"> • Music Therapy for cancer patients -7-12 April 2019 (VDP) • Women Empowerment rally (6.03.2019) • Blood donation day 1.08.2019 • JAL SHAKTHI ABHIYAN -17.8.2019 – Walajabad • Tree plantation – 20.08.2019
39.	30 (01-03-2019)	Sewage Treatment plant to be Maintained properly to improve its efficiency	Revamping work of the existing Sewage treatment Plant at an estimated cost of Rs 8 crores is planned and the work is under progress with a target to complete the work before 31.03.2020. The efficiency of the new System would be more than 100% of the current system. Associate Director, CL is monitoring the progress.
40.	30 (01-03-2019)	Cleaning of the Lake in front of SRM Hotel shall be taken up on priority basis by deploying floating aerators or any other suitable mechanism.	2 Floating aerators have been put in operation in the lake, to remove the bad odour emanated from the Lake.
41.	30 (01-03-2019)	Standardized digital notice boards may be positioned	Digital Board commissioned at the entrance arch.
42.	30 (01-03-2019)	HoD hour:	Implemented at E&T and MH
43.	30 (01-03-2019)	Department level one day orientation programme for faculty members may be planned at the commencement of academic year	Conducted for: E&T, RMP E&T VDP S&H, KTR Physiotherapy Teacher Education Civil – KTR To be implemented from academic year 2020-21 for all units
44.	30 (01-03-2019)	Students with CGPA >9.0 may be exempted from having minimum attendance of 75%.	Report submitted on 24.04.2019. After discussion it was decided not to consider exemption.
45.	30 (01-03-2019)	Open book examinations may be tried at PG level in a few programs	Open book examinations may be tried at PG level in a few programs
46.	30 (01-03-2019)	In the faculty of Medicine, preparatory course for PG entrance examinations like NEET can be started in KTR campus also – in similar lines with Ramapuram campus.	Started from 27.04.2019 onwards
47.	30 (01-03-2019)	SRM Medical College Hospital and Research Center can be made more patient friendly by simplifying the paper work.	Work in progress. Improvements have been made.
48.	31 (25-11-2019)	Food Quality within the campus To monitor the quality of food in Hostel and Food courts.	A committee consisting of Associate Director (CL), University Health Inspector, Dean-Medical, HoD Food Process Engineering and a few student members has been constituted by Registrar. The committee is carrying out inspection and submitting reports.
49.	31 (25-11-2019)	National Service Portal National Service Portal in association with MHRD is directing HEIs to register all final	Work in progress. To be completed by 31.03.2020.

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		year students to help them to find employment. Necessary instructions given to all Deans and Directors. The registration process is initiated.	Before the lockdown in March 81% of students passed out in 2020 have been registered. Once the students arrive in the campus after lockdown, registration process for students passing out in 2021 will be started.
50.	31 (25-11-2019)	Release of Team Deck ITKM developed a data capturing Portal for faculty in consultation with IQAC. It was tested first in Civil Engineering Department. It is proposed to have another trial run in IT department before implementing across the university.	The portal is made operational with effect from 8.02.2020 and faculty details have been captured.
51.	31 (25-11-2019)	Portal for Data capturing There is a need for a central data capturing portal to collect data for various purposes like for NIRF, AQAR, Annual Report, UGC/MHRD report, QS, THE, Green Metrics etc. IQAC will share the formats with Director ITKM.	Data formats shared with ITKM on 7.01.2020 which will be integrated with URP under development.
52.	31 (25-11-2019)	Creation of Center of AVR (Augmented Virtual Realty)	Project report submitted by senior advisor to CARE (Center for Applied Research in Education) on 5.2.2020 for the establishment of SRM Centre for Immersive Technologies (SRM-CIT).
53.	31 (25-11-2019)	Healthy Environment in campus Adequate measures to be taken to ensure that students enjoy a health-hazard free atmosphere within the premises. Some of the initiatives to be taken as suggested by the members are: <ul style="list-style-type: none"> • Dengue/malaria/measles/chicken pox prevention • Vaccination drives if required • Medical examination of all students at entry level. 	Blue print has been prepared by Dean (Medical) and is under implementation.
54.	31 (25-11-2019)	Quality Policy for Institute Members felt that every constituent Unit / department shall function based on quality policy and objectives following a set of well-defined procedures and processes. IQAC may write to the units and guide them in this regard	IQAC has initiated internal academic and administrative audit which will look into these aspects. Before the lockdown in march 2020, AA has been done for three departments.
55.	31 (25-11-2019)	IQAC student members VC recommended two pre final year students from Engineering and Non-Engineering background for Student members of IQAC.	5 Student members have been drafted into IQAC.
56.	32 (06-3-2020)	Inauguration of Paramarsh scheme SRMIST has adopted five institutions for helping them to get NAAC accreditation through UGC's Paramarsh scheme. The adopted institutes are: <ul style="list-style-type: none"> • Pachaiyappa's College For Men, Kanchipuram 	Progress is slow in view of COVID-19 and lockdown

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		<ul style="list-style-type: none"> Pachaiyappa's College for Women, Kancheepuram C. Kandaswami Naidu College for Men Rajalakshmi Institute of Technology Thangavelu Engineering College <p>An Inaugural workshop for the mentees were conducted at SRMIST on 23.01.2020 which was first addressed by the Vice Chancellor & Director (E&T) and Director (QA&R). Afterwards Accreditation Ambassador Dr. K. Anbazhagan</p>	
57.	32 (06-3-2020)	<p>Factsheets (statistical data) for key activities of University</p> <p>IQAC has prepared factsheets on key aspects of SRMIST like Ranking, Ratings, Recognitions, International Affairs, Student Demography – to name a few among 12 factsheets prepared so far. These sheets will serve as quick references.</p>	IQAC to continue preparing such factsheets.
58.	32 (06-3-2020)	<p>Audit under ISO 14001 and ISO 21001 v8</p> <p>The pros and cons were discussed. Undergoing ISO 21001 is a considered better option since it is oriented towards educational institutions. Further discussion with the stakeholders of the university will be made before final decision is taken.</p>	Considering the multiple direct and indirect audit processes like NAAC, QS, NIRF, Times Higher Education survey, going for ISO certification may not confer any specific advantages. Hence the proposal is deferred. However physical process dealing with campus life will be considered.
59.	33 (08-09-2020)	<p>NIRF 2020 results</p> <p>SRMIST's positions are: University: 35 Engineering: 41 Medicine: 31 Dental, Rampuram: 9 Pharmacy: 19 Management: 76-100 Overall: 58</p>	<p>A lot of initiatives have been taken to improve the ranking:</p> <ul style="list-style-type: none"> Fixing targets for various NIRF parameters for the next three years Measuring the numbers achieved under the parameters every month Monitoring by the Pro Chancellor (academics) every fortnight Appointment of Advisor to Chancellor to come up out with proactive ideas Launching of a program named Research Experience for Undergraduate students with seed money of Rs 50 Lakhs per annum. Fine tuning of research incentives Taking up the case with SCOPUS to include omitted publications affiliated to SRMIST. Creation of awareness among faculty on affiliation id. details. Creation of dedicated patent cell Conversion of UG projects to papers and patents
60.	33 (08-09-2020)	<p>ARIIA – 2020</p> <p>SECOND AMONG PRIVATE INSTITUTES (Atal Ranking of Institutions on Innovation Achievements).</p>	SRM Innovation and Incubation Center has been entrusted with the task.

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		<p>The results and score sheets were discussed.</p> <p>The following areas were indentified which need improvement:</p> <p>Start-ups supported by SRMIST</p> <p>Co-incubation and partnership.</p>																																													
61.	33 (08-09-2020)	<p>Challenges arising out of COVID-19</p> <p>In-depth discussion was carried out on how SRMIST successfully met the challenges posed by the outbreak of COVID-19. Some of the highlights:</p> <ul style="list-style-type: none"> • Online classes ushered in successfully • Conduct of online proctored examinations • Servicing of equipment kept unused during lockdown • E-counseling and admission of freshers • Treatment of COVID-19 patients at SRM Medical College and Research Center • COVID vaccine development trials at the hospital in collaboration with ICMR. • SRMIST infrastructure thrown open to function as as government approved quarantine center. • Outreach to local community • Development of COVID centric appliances like ventilators, face screens, automatic sanitizers, robots helping medical personnel and numerous other apps. 	Continuance and enhancement being done.																																												
62.	33 (08-09-2020)	<p>Curricular, non academic and extracurricular activities for the students</p> <p>Students shall be exposed to the facilities which will hone their skills in the areas of cultural activities, sports, science clubs, society centric activities, product development etc. at the time of entry itself.</p>	During the orientation program conducted online, all these aspects have been covered through presentations and walk-in videos.																																												
63.	34 (07-10-2021)	<p>NIRF-21 rankings</p> <table border="1"> <thead> <tr> <th>NIRF</th> <th>2021</th> <th>2020</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>University</td> <td>30</td> <td>35</td> <td>32</td> </tr> <tr> <td>Engineering</td> <td>34</td> <td>41</td> <td>36</td> </tr> <tr> <td>Pharmacy</td> <td>15</td> <td>19</td> <td>14</td> </tr> <tr> <td>Medical</td> <td>20</td> <td>31</td> <td>22</td> </tr> <tr> <td>Dental RMP</td> <td>10</td> <td>9</td> <td>NA</td> </tr> <tr> <td>Dental KTR</td> <td>NR</td> <td>NR</td> <td>NA</td> </tr> <tr> <td>Research (Newly introduced)</td> <td>46</td> <td>--</td> <td>--</td> </tr> <tr> <td>Management</td> <td>NR</td> <td>76-100</td> <td>73</td> </tr> <tr> <td>Architecture</td> <td>NA</td> <td>NA</td> <td>NR</td> </tr> <tr> <td>Overall</td> <td>53</td> <td>58</td> <td>52</td> </tr> </tbody> </table>	NIRF	2021	2020	2019	University	30	35	32	Engineering	34	41	36	Pharmacy	15	19	14	Medical	20	31	22	Dental RMP	10	9	NA	Dental KTR	NR	NR	NA	Research (Newly introduced)	46	--	--	Management	NR	76-100	73	Architecture	NA	NA	NR	Overall	53	58	52	<ul style="list-style-type: none"> • Gap between actual strength and sanctioned strength to be optimized • FSR -faculty student ratio to be enhanced • % of PhD faculty to be improved • Median salary to be increased • Research output in terms of publications is impressive and to be sustained • Decline in government funded research projects to be arrested • Need to improve consultancy drastically
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		NA- Not applied NR- Applied but Not ranked																			
64.	34 (07-10-2021)	Global Ratings by QS – Online Rating SRMIST has been rated 5 Stars for its 'online learning' facilities. Our scores are: <table border="1" data-bbox="422 427 866 1041"> <thead> <tr> <th>PARAMETER</th> <th>SCORE</th> </tr> </thead> <tbody> <tr> <td>Student faculty engagement</td> <td>30/30</td> </tr> <tr> <td>Student interaction Score</td> <td>20/20</td> </tr> <tr> <td>Student services and technology</td> <td>15/15</td> </tr> <tr> <td>Online outsourcing</td> <td>0/10</td> </tr> <tr> <td>Application per enrolment</td> <td>10/10</td> </tr> <tr> <td>Commitment to online learning</td> <td>10/10</td> </tr> <tr> <td>Track record</td> <td>3/5</td> </tr> <tr> <td>FINAL SCORE</td> <td>88/100</td> </tr> </tbody> </table>	PARAMETER	SCORE	Student faculty engagement	30/30	Student interaction Score	20/20	Student services and technology	15/15	Online outsourcing	0/10	Application per enrolment	10/10	Commitment to online learning	10/10	Track record	3/5	FINAL SCORE	88/100	<ul style="list-style-type: none"> The number of outside agencies or concerns that approached SRMIST for online support is very minimal. It is a gray area for QS Online Rating. SRMIST faculty has to produce digital course modules similar to SWAYAM to overcome this deficiency
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65.	34 (07-10-2021)	Accreditation by National Board of Accreditation (NBA) <table border="1" data-bbox="414 1115 866 1693"> <thead> <tr> <th>PROGRAM (UG-KTR CAMPUS)</th> <th>VALID TILL</th> </tr> </thead> <tbody> <tr> <td>Biotechnology</td> <td>30.06.2027 (6 YRS)</td> </tr> <tr> <td>Mechanical Engineering</td> <td>30.06.2027 (6 YRS)</td> </tr> <tr> <td>Civil Engineering</td> <td>30.06.2024 (3 YRS)</td> </tr> <tr> <td>Electrical and Electronics engineering</td> <td>30.06.2024 (3 YRS)</td> </tr> <tr> <td>Electrical and Electronics engineering</td> <td>30.06.2024 (3 YRS)</td> </tr> </tbody> </table>	PROGRAM (UG-KTR CAMPUS)	VALID TILL	Biotechnology	30.06.2027 (6 YRS)	Mechanical Engineering	30.06.2027 (6 YRS)	Civil Engineering	30.06.2024 (3 YRS)	Electrical and Electronics engineering	30.06.2024 (3 YRS)	Electrical and Electronics engineering	30.06.2024 (3 YRS)	Dean (CET) to identify further 5 programs for next cycle of NBA accreditation						
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66.	34 (07-10-2021)	Student satisfaction Survey As a NAAC Mandate, a Student satisfaction survey was conducted by IQAC-SRMIST for teaching, learning and evaluation for the year 2020-21. . The questionnaire has been sent to approximately 35,000 students excluding the first year. The questionnaire consist of 20 questions and a provision to add free comments. Overall score is 2.72 out of 4.	The survey findings had been sent to faculty Deans to take suitable follow-up action.																		

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67.	34 (07-10-2021)	It has been decided to undergo ISO 14001 Certification Process.	Associate Director (Campus Life) has finalized the agency, and action underway to undergo certification. Expected date of completion 30.6.2022.
68.	34 (07-10-2021)	<p>Visualization of concepts and applications</p> <ul style="list-style-type: none"> Teaching learning process shall be designed to improve the visualization skills of students in relation to practical application through mind mapping Case studies shall be given due importance Students shall be exposed to industrial environment to kindle their imagination. The rubric based evaluation of lab courses and projects shall be strictly implemented The existing Faculty Industry Immersion Program shall be strengthened so that more faculty members exposed to industrial practices which they can pass on to the students <p>Student mentoring Mentoring shall include:</p> <ul style="list-style-type: none"> Academics Career Interpersonal issues <p>The existing system of mentoring shall be implemented fully so that no student will feel that he/she is left out.</p>	<p>Faculty Deans and Student counselors to take suitable action.</p> <p>University level awareness and implementation of OBE initiated by IQAC.</p>

Dean/IQAC