SRM

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 53rd MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 03.10.2024
Time   : 3.00 pm
Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Floor University Block
Chairperson   : Dr. C. Muthamizhchelvan, Vice-Chancellor

Agenda for the 53rd IQAC Meeting

1. NAAC Accreditation
2. NIRF-24 ranking
3. NBA accreditation
4. Facilitating comprehensive data collection for AQAR/NIRF/etc.
5. Improving Teacher-Student chemistry in classrooms
6. Sports / Cultural competitions among departments within the faculty
7. Improving the ambience of Food Court

Sl. No	Discussion topic in the IQAC meeting	Discussion	Responsibility / PDC
	Welcome note by the Vice Chancellor	• Welcome note by the Vice-Chancellor with a brief on recent achievements of the institution – NAAC A++ (valid up to 2031) NIRF(2024) rank of 12 for the University. • Introduction of new members.	--

Sl. No	Discussion topic in the IQAC meeting	Discussion	Responsibility / PDC
1	1. 1 NAAC 2024 – 4th Cycle Journey	Dean [IQAC] explained the entire journey of NAAC 4th Cycle from IIQA submission to grade obtained. • Briefed about QnM Vs QlM and how SRMIST fared and points for improvement. • NAAC is in the process of revamping the entire system for the next cycles	--
2	2.1 An overview on NIRF 2024	**2.1NIRF_2024** The key factors contributing to the improvement in ranking include: • Increased number of publications • Higher citations • Patent publications. • Granting of patents at a rapid rate **The metric of concern is perception** • **University / Engineering / Medical:** Perception is currently low in these disciplines, suggesting the need for focused efforts to improve their reputation among academic peers and employers • **Pharmacy and Dental (Ramapuram campus):** Both departments have shown significant improvement in perception, indicating that their efforts to build credibility and reputation have been successful. • **Architecture:** The perception of the Architecture department has improved phenomenally compared to last year, marking it as a standout area in terms of external recognition.	Dean [IQAC], Deans and Directors

Sl. No	Discussion topic in the IQAC meeting	Discussion				Responsibility / PDC

NIRF	2024	2023	2022
University	12	18	19
Engineering	13	28	24
Pharmacy	11	15	12
Medical	18	20	20
Management	NA	NA	NA
Architecture	11	14	11
Dental RMP	7	6	8
Dental KTR	32	NA	NA
Overall	21	32	36
Research Rank@	24	39	36

- NIRF 2025 data collection process is started and review in progress made by the VC

2.2 NBA

2.2 NBA updates:

Currently, seven undergraduate (UG) programs at the Kattankulathur campus have been accredited by the NBA, ensuring these programs meet the quality standards set by the board.
- Four new applications have been submitted for accreditation, which include three postgraduate programs and one undergraduate program

2.3 AQAR–2023-24

AQAR-2023-24
NAAC – AQAR 203-24 template is distributed to all deans and directors. This time around, ITKM has enabled a digital repository to store all the evidences and generate corresponding links.

Sl. No	Discussion topic in the IQAC meeting	Discussion	Responsibility / PDC
3	3.1 Teacher-Student chemistry	All members actively participated and came up with innovative suggestions. **3.1 Improving Teacher-Student chemistry in classrooms** • Better delivery of contents on par with or if not better than that available online. • Concern for individual students • Early identification of students going astray through class to class monitoring of attendance • Faculty members and students should engage in open, free-flowing discussions. Encouraging an approachable atmosphere can help break down barriers and foster better communication and collaboration. • Implementation of open hours for students / faculty members / authorities, ensuring that students have designated times to meet and interact with them without any hindrance. • Conduct of Student Development Programs. • The quality of question papers shall challenge the learning ability of the students. • Faculty should also be trained to design question papers for open-book exams. SOP shall be passed in Academic Council to streamline the modalities. • Identification of students who are aspirants for government competitive exams and providing them with tailored training. • Usage of interactive teaching models instead of relying heavily on PowerPoint presentations. • In teaching-learning classroom interaction, some interesting application-oriented problems shall be solved so that the interaction	Academic Deans

Sl. No	Discussion topic in the IQAC meeting	Discussion	Responsibility / PDC
		between student and teacher will significantly improve. It directly makes impact on the final output like placement, research and overall progress. • AI is the future and students shall be trained to make use of it in a productive manner without losing their individualities. • Lab experiments shall be made meaningful with active involvement by the students. • To make record writing more meaningful, insightful MCQs shall be made part and parcel of records. • Industry professionals shall be invited to the Faculty Development Programs (FDP) to enhance knowledge sharing. This will enable the faculty to interact confidently with the students on industry demands.	
	3.2 Sports/Cultural competitions	**3.2 Sports/Cultural competitions among departments within the faculty** • More systematic organization of sports / cultural events – both intra and inter – with the objective of recreational and friendly mass participation rather than based on intense rivalry restricted to talented few.	
	3.3 **Food court – Java Green**	**3.3 Improving the ambience of the food court** • The entire place to be rejigged for improved ambience since it is visited by students / parents / faculty • Fire safety concerns to be addressed • Food quality and its hygiene shall be exemplary. Food quality to be conducted.	Director SA/ Hostel Directors. Associate Director CL and ISO – MR **(All concerned shall give the status report in the next meeting)**

Sl. No	Discussion topic in the IQAC meeting	Discussion	Responsibility / PDC
4	Input and suggestions from the members	**4.1 Concerning the faculty of Agriculture** • Suggested encouraging research-based or article publication starting in the second year rather than waiting until the third or fourth year in agricultural colleges. • Highlighted the need for essential lab ingredients to be readily available in stock, avoiding delays. • Suggested extending the service hours of the canteen in the Agricultural campus, especially in the morning and evening, to accommodate in-house students. • The need for air conditioning (AC) facilities in the hostels, particularly for postgraduate (PG) students. **4.2 Concerning Kattankulathur Campus** • Additional infrastructures are needed to meet the current requirements in main campus • Stray-dog menace to be handled in collaboration with Blue Cross / PETA / Local bodies	Dean / Agricultural Sciences Associate Director (CL)
5	**Vote of Thanks**	Dean [IQAC] stated that the points discussed in the IQAC meeting will be implemented before the next meeting. He also expressed gratitude to all IQAC members and external experts.	Dean [IQAC]

Dean [IQAC]

IQAC
1 0 OCT 2024
SRM IST

Vice Chancellor
21/10/24

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 52nd MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 27.03.2023

Time   : 10:30 pm

Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Floor University Block

 Chairperson   : Dr. C. Muthamizhchelvan, Vice-Chancellor

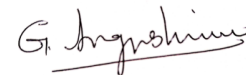**1.** **Review of 51st Meeting held on 13-12-2023**
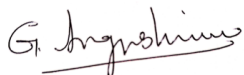
Sl. No:	Agenda/Discussion topic in the 51st IQAC meeting on 13-12-2023	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.1	Pre-qualification for 4th cycle of NAAC accreditation	After addressing the 75 queries raised by the DVV which was accepted by NAAC with minimal changes , SSR was prequalified by NAAC on 16 Feb. 2024.	Dean/IQAC / Criterion leaders
1.2	Conduct of Academic and Administrative Audit (AAA) before peer team visit	AAA completed on 17th Feb 2024 and report submitted.	Prof. K. Duraivelu, Ph.D. Dean/IQAC

Sl. No:	Agenda/Discussion topic in the 51st IQAC meeting on 13-12-2023	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.3	Revamping IQAC composition	IQAC composition reviewed and revamped for 2023-25	Dean/IQAC and Vice Chancellor
1.4	NIRF-24	Data submitted and verification process is on.	Dean/IQAC
1.5	QS – List of peers – academic and employers and World Ranking Data	Peer list and ranking proforma submitted to QS before the due date.	Dean/IQAC
1.6	QS IGUAGE for University	Data verification process on	Dean/IQAC. Dr. R. Thenmozhi

2. Discussion points for the 52nd IQAC meeting (27 March 2024)

Sl. No:	Agenda/Discussion topic in the 52nd IQAC meeting.	Discussion	Responsibility / PDC
2.1	Academic and Administrative Audit (AAA) in preparation for the NAAC Peer Team Visit (PTV)	The audit was done by external audit team consisting of those who were experienced in multiple NAAC visits. The audit was chaired by Dr. N. Jayasankaran. The following points were discussed: • IQAC and VC's presentation • Visit schedule • Role of different teams during the visit	Dean/IQAC – before NAAC PTV

Sl. No:	Agenda/Discussion topic in the 52nd IQAC meeting.	Discussion	Responsibility / PDC
		• IQAC stall	
2.2	NAAC PTV on 4-6 April 2024	All preparations are in full swing.	Dean/IQAC

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
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Kattankulathur - 603 203 Kancheepuram District
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Dean, IQAC

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MINUTES OF 51th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date : **13.12.2023**

Time : **10:30 pm**

Venue : **Dr. Venkataraman Ramakrishnan Hall, 15th Floor University Block**

Chairperson : **Dr. C. Muthamizchelvan, Vice-Chancellor**

1. **Review of 50th Meeting held on 26-07-2023**

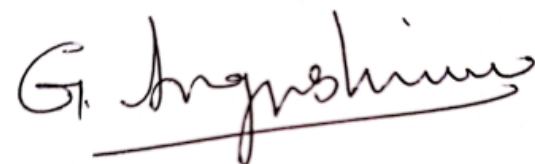| Sl. No:	Agenda / Discussion topic in the 50th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.1	Submission of NAAC for the 4th Cycle SSR	The SSR was submitted on 07th Sep. 2023.DVV raised 75 queries which were replied on 23 Sep. 2024	Dean/IQAC
1.2	It is suggested that a few departments may try for ISO 21001 :2018 Educational Organizational management System (EOMS)	Department of Computing Technologies was awarded ISO 21001:2018	Dean/IQAC and Chair/SCO
1.3	Since sizeable SRMIST alumni work in gulf countries it was suggested that a alumni meet may be convened at Dubai or online.	A meet and greet for Dubai based alumni was organized on 28 Oct. 2023 and 28 Jan 2024 at Dubai – physical meeting	Director/Alumni

Sl. No:	Agenda / Discussion topic in the 50th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.4	Introduction of Value-Added Courses	Faculty of Engineering and Technology introduced 15 value added courses the syllabi for which was approved in 53rd ACM dated 18 Nov. 2023	Faculty Deans
1.5	Improve research publications by UG students	Faculty of Engineering and Technology proposed to award 1 credit for UGC CARE paper and 3 credits for SCOPUS / WoS paper and the proposal was approved in 53rd ACM dated 18 Nov. 2023	Faculty Deans

2.   **Discussion points for the 51st IQAC meeting (13 Dec 2023)**

Sl. No:	Agenda / Discussion topic in the 50th IQAC meeting.	Discussion	Responsibility / PDC
2.1	Pre-qualification for 4th cycle of NAAC accreditation	NAAC DVV is yet to approve pre-qualification but which is expected anytime. All are requested to be ready for the peer team visit.	All
2.2	Conduct of Academic and Administrative Audit (AAA) before peer team visit	In order to check our preparedness for the upcoming NAAC peer team visit it was proposed to conduct an AAA by external experts sometime in Feb/Mar 2024	Dean /IQAC 31 Mar 2024
2.3	Revamping IQAC composition	It is proposed that IQAC composition my be amended to include new students in the place of the students who have completed their studies at SRM. Further, considering the new appointments at the Unit's Head level, the IQAC composition is proposed to be amended	Dean/IQAC 31 Dec 2024

Sl. No:	Agenda / Discussion topic in the 50th IQAC meeting.	Discussion	Responsibility / PDC
2.4	NIRF-24	Data collection for NIRF-24 submission has been completed. The fine tuning of the data is going on. This time Dental College Kattankulathur and Faculty of Law are participating for the first time.	Dean/IQAC 21 Jan 2024
2.5	QS – List of peers – Academic and Employers and World Ranking Data	The preparation of list of academic peers and employers is on	Dean/IQAC Peer list 12th Jan 2024 Ranking data 09 Feb 2024
2.6	Submission of THE- 2024 data	Data collection is on	Dean/IQAC - 31 Mar 2024
2.7	QS-IGUAGE	SRMIST's KTR campus has applied for QS IGAUGE and submitted the exhaustive data to QS. Verification is underway.	Dean/IQAC 17 April 2024

Dean, IQAC

Prof. G. Augustine Maniraj Pandian
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MINUTES OF 50th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 26.07.2023

Time   : 10:30 pm

Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Floor University Block

Chairperson : Dr. C. Muthamizchelvan, Vice-Chancellor

1.   **Review of 49th Meeting held on 11-03-2023**

Sl. No:	Agenda/Discussion topic in the 49th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.1	A policy note on paying Rs. 5000 in advance to all faculty members for attending professional development programs and acquiring professional membership prepared and submitted to the Registrar.	The Policy has been approved and implemented.	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://webstor.srmist.edu.in/web_assets/downloads/2023/incentives-policy.pdf

Sl. No:	Agenda/Discussion topic in the 49th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.2	Preparation for 4th Cycle of NAAC Accreditation	IIQA submitted based on Health Sciences manual on 5th July 2023 and the same was approved on 12th July 2023	Dean/IQAC

2.   Discussion points for the 50th IQAC meeting (26 July 2023)

Sl. No:	Agenda/Discussion topic in the 50th IQAC meeting.	Discussion	Responsibility / PDC
2.1	Submission of NAAC for the 4th Cycle SSR	IIQA was approved on 12th July 2023. The SSR has to be submitted by 26th August 2023. Vice Chancellor exhorted all concerned to put in their best efforts and submit a flawless SSR.	Dean/IQAC, Criterion leaders
2.2	It is suggested that a few departments may try for ISO 21001 :2018 Educational Organizational management System (EOMS)	Department of Computing Technologies under the School of computing was identified to try to get ISO 21001: 2018	Chair School of Computing
2.3	Since sizeable SRMIST alumni work in gulf countries it was suggested that a alumni meet may be convened at Dubai or online.	Director Alumni was requested to take efforts towards organizing the alumni meet at Dubai or online in the near future	Director / Alumni Affairs

Sl. No:	Agenda/Discussion topic in the 50th IQAC meeting.	Discussion	Responsibility / PDC
2.4	Introduction of Value-Added Courses	Since accrediting agencies recommend conducting value added courses outside the curriculum it is proposed that Faculty Deans may consider designing and conducting theses courses	All Faculty Deans
2.5	Improve research publications by UG students	Faculty deans are requested to explore the ways and means of encouraging UG students to publish papers in SCOPUS/WoS journals.	All Faculty Deans

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Dean, IQAC

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MINUTES OF 49th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 11.03.2023
Time   : 10:30 pm
Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Floor University Building
Chairperson   : Dr. C. Muthamizchelvan, Vice-Chancellor

1. Review of 48th Meeting held on 17-12-2022

Sl. No:	Agenda / Discussion topic in the 47th IQAC Meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	Appraisal of progress in data collection for NAAC -23	Reviews conducted by external consultants in July, Sep and Dec. 2022. IIQA by 31 March 2023. SSR by May 15 2023.	IQAC 15.05.2023
1.2	Academic and Administrative Audit	Except MHS all units have completed AAA.	IQAC- Dr. K. Duraivelu, Prof. in charge of AAA and Pro VC Medical to complete for MHS by 30.04.2023

Sl. No:	Agenda / Discussion topic in the 47th IQAC Meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.3	Internship / Project Work	Amendment to regulations approved in 51st ACM dated 18.03.2023	Dean / CET
1.4	Using internal Hackathon for solving University problems and ushering in smart campus	Proposals received for smart campus are under scrutiny. Hackathon conducted to solve identified problems. IIEC and Dean (CET) and external member Mr. Senkathir Selvan are working together.	30.6.2023
1.5	Best Department	IQAC will prepare the metrics based on NIRF / NAAC / QS / Internal audit	IQAC to implement for 2022-23. 30.6.2023
1.6	Universal Human Values (UHV) training	UHV Cell formed and faculty being trained. Three credit course on UHV-II approved in 51st ACM dated 18 March 2023. For CET (KTR) alone 1000 faculty to be trained by Dec. 2023. Other campuses to be provided UHV cover by the nodal office.	Nodal officer –UHV Dr. P. Supraja 31.12.2023
1.7	No. of IQAC meetings minimum 6 in Academic Year	Lagging behind in the number. However minimum requirement of 4 per year for 2022-23 will be achieved	Dean-IQAC 30.6.2023
1.8	ISO14001	Management Representative appointed and first stage of audit completed. II stage to completed by April 2023	Dr. Gopinath, MR / Associate Director/CL 30.04.2023

Sl. No:	Agenda / Discussion topic in the 47th IQAC Meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.9	Conduct of Quality Workshops	Two Workshops on Creatrix training conducted to improve the quality of data collection for NAAC. Further workshops will be conducted after submission of SSR taking help from external member Mr. S. Raghavan.	Dean / IQAC 2023-24
1.10	Awareness of IPR/Research Funding	Dean (Research) Conducted a talk on 'How to write research proposals' for faculty members by Dr. R. Brakaspathy, R&D Advisor. Indian Institute of Technology, Madras Another workshop on research grants is scheduled on 23rd and 24th of March by by Dr. Rajiv K. Tayal. Formerly: Advisor, DST, Government of India.	Dean / Research
1.11	Improvement of Systems and Processes	Improvements being made through Internal / External audits and establishment of data collection cells in different units.	Deans / Directors
1.12	Student projects in alignment with SDGs	Units to provide details of projects with SDGs duly addressed in the formats to be provided by IQAC.	Deans 30.6.2023
1.13	Improvement in Specific areas	Social media committee constituted to improve brand building	Dean/IQAC for evolving equivalent norms for faculty contributing in

Sl. No:	Agenda / Discussion topic in the 47th IQAC Meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
		Directorate of L&D has been entrusted with faculty training	accreditation/administration/data collection
		ISO: 14001 – Stage II audit in April 2023.	30.6.2023
		Faculty work load reduced for faculty who are involved with NAAC work. The next step is to evolve parameters equivalent to teaching load in self appraisal process	
1.14	Conduct of IQAC Meetings in all Campuses	Will be done from the next academic year.	Dean / IQAC 2023-24
1.15	Increasing IQAC's effectiveness- converting intent to action and outcomes	NAAC data collection process is streamlined through criterion leaders for previous years.	Mr. Vasu Krishnan/Dean-IQAC 30.6.2023
		NAAC calendar has been prepared.	
		Creatrix made operational from 2022-23 onward.	
		OBE training conducted in Ramapuram Part Campus	
		CAS students take projects keeping ICAR and NAAC requirements.	
		Mr. Vasu Krishnan, External member to help map NAAC requirements to ISO 9001:2015	

Sl. No:	Agenda / Discussion topic in the 47th IQAC Meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1. 16	Administrative decisions to keep students' interest in mind.	62 CSH students sent for internship. Vacation and reopening are clearly intimated to the student well in advance. dates ^ Steps are taken to ensure that students get good input even if alternate faculty handle classes for those on short leave.	All Deans
1.17	Accreditation by Engineering Accreditation Commission of ABET	In situ audit completed in Oct. 2022 for four Kattankulathur UG programs – Civil, Mech., EEE, ECE. Due process report submitted in Feb 2023 based on ABET's interim report. Final report to be submitted by 30 May 2023 Final results in Aug-Sep 2023.	Dean / CET 30 May 2023
1.18	Digital Maturity Framework	Report submitted to QS. IQAC to follow it up with QS to get the results.	Dean / IQAC 30.4.2023
1.19	More members from faculties may be included in IQAC and student members may be updated	Will be implemented from next academic year.	Dean / IQAC 30.6.2023

2. Discussion points for the 49ᵗʰ IQAC meeting (11 March 2023)

Sl. No:	Agenda / Discussion topic in the 49ᵗʰ IQAC meeting.	Discussion	Responsibility / PDC
2.1	Reimbursement for faculty to participate in faculty development programs – providing advance	A policy note on paying Rs. 5000 in advance to all faculty members for attending professional development programs and acquiring professional membership prepared and submitted to the Registrar.	Dean/IQAC, Registrar 31.3.2023
2.2	Student Satisfaction Survey – 2021-22- Results	Overall results discussed. There is an improvement in key parameters as indicated below: The survey results have been discussed faculty-wise, campus-wise. Key subjective points to be communicated to Deans	Deans to take remedial measures based on scores obtained question-wise so that during the NAAC-conducted surveys we improve further. 30.4.2023 Dean / IQAC 31.3.2023
2.3	Times Higher Education World Ranking data submission	Data analysis being done.	Dean / IQAC 31.03.2023

Table within 2.2:

Parameter	2021-22	2020-21
Overall	3.247	2.72
The overall quality of teaching-learning process in your institute is very good.	3.253	2.72

Sl. No:	Agenda / Discussion topic in the 49th IQAC meeting.	Discussion	Responsibility / PDC
2.4	Issues for students under SAP	• Awareness on the academic and administrative aspects of the host university to be created among the students. • Schemes for financial support to be made available to all students. Normally students going to select reputed institutes abroad are only given financial support. • Mapping of courses undergone in foreign universities with that at SRMIST to be done in a more pragmatic manner considering the lesson plan, syllabus etc. • SAP students may be treated sympathetically when they have grievances.	Dean / CET Director / IR 30.6.2023
2.5	Data collection.	• A comprehensive and robust ERP to be put in place in consultancy with data architects. • Institute work-flow process to be integrated with ERP with strong digital backbone. • External members to lend their expertise and network SRMIST with the experts in the field.	Registrar

7

Sl. No:	Agenda / Discussion topic in the 49th IQAC meeting.	Discussion	Responsibility / PDC
2.6	Training for faculty	• Directorate of learning and development has taken the initiative. Progress to be reported • Since NMC mandates FDPs only for three days, these programs to be considered for FDPs in NAAC criterion No. 6.	Director learning and development 15.04.2023 Chair / SCO 30.4.2023
2.7	Social media visibility	• To be improved through the recently constituted Social Media Committee	Social Media Committee
2.7	Dealing with ChatGPT	• University shall be ready with an action plan to accommodate ChatGPT or its equivalents.	All Deans/Directors
2.8	Strategic plan	• Strategic Plan discussed and approved	Registrar and Faculty deans/ Director

Dean, IQAC

Vice Chancellor 22/3/23

Scr, Put-up for modifications and approval.

21/03/2023

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MINUTES OF 48th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 17.12.2022
Time   : 10:30 pm
Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Flooor, University Building

Chairperson   : Dr. C. Muthamizchelvan, Vice-Chancellor

1.   Review of 47th Meeting held on 28-06-2022

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.1	Appraisal of progress in data collection for NAAC -23	Reviews conducted by ext. consultants in July, Sep and Dec. 2022. Uploading to start in Feb. 2023.	IQAC
1.2	Academic and Administrative Audit	Dean CET has completed Internal Audit and announced the results	IQAC-Dean-CET
1.3	Internship / Project Work	Amendment to regulations approved in Faculty Board of Studies (E&T) to make project works compulsory	Dean-CET/31.01.2023
1.4	Using internal Hackathon for solving University problems	Organized by school of CSE and solutions are yet to be implemented	Chair, School of Computing 31.03.2023
1.5	Best Department / Best Student	Discussed in Deans and Directors meeting on 12th Dec. Deans to submit action plan	Faculty Deans Academic year 2023-24
1.6	Universal Human Values (UHV) training	UHV Cell formed and faculty trained	Nodal officer -UHV

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/PDC (where applicable)
1.7	No. of IQAC meetings minimum 6 in Academic Year	Lagging behind in the number. However minimum requirement of 4 per year for 2022-23 will be achieved	Dean-IQAC 30.6.2023
1.8	ISO14001	Management Representative appointed and first stage of audit completed	Dr. Gopinath, MR Associate Director/CL

2. Discusion points for the 48th IQAC meeting

Sl. No:	Agenda/Discussion topic in the 48th IQAC meeting.	Discussion	Responsibility / PDC
2.1	Conduct of Quality Workshops	Periodical workshops on enhancement of academic quality to be conducted – at least one in 2022-23	Dean-IQAC
2.2	Awareness of IPR/Research Funding	Internal lectures to be organized – at least 2 in 2022-23	Dean-Research, Associate director, IIEC
2.3	Improvement of Systems and Processes	Existing system and processes to be reviewed within each unit by faculty dean and report submitted	All faculty deans 31.03.2023
2.4	Student projects in alignment with SDGs	Each of the final year projects shall address at least one of the SDGs in 2022-23. Project review rubrics shall be modified accordingly. By the end of academic year a proforma with Title of project, and the SDG addressed against each shall be submitted to IQAC and presented in Deans and Directors meeting	All Faculty deans / Dean-IQAC 30.06.2023

Sl. No:	Agenda/Discussion topic in the 48th IQAC meeting.	Discussion	Responsibility / PDC
2.5	Smart Campus	As a pilot project, Kattankulathur campus shall be converted into a smart campus. Dean-CET will be the champion for this	Dean-CET
2.6	Improvement in Specific areas	A Team / Committee shall be formed for improvement in the following areas: • SRMIST's presence in social media • Training faculty on blended delivery of teaching • Credibility of end-semester assessment process • Training non-teaching staff The expertise of external IQAC members may be availed of.	Registrar to form the committees, and the Heads of the committees shall submit a report (action plan) by 31 Jan 2023
2.7	Accreditation / Ranking	The latest rankings and accreditation processes undergone were represented. Members cautioned that SRMIST might go for only those Rankings / Accreditations, which will really enhance the process – that is to adopt a strategy on these.	Dean-IQAC and Faculty deans
2.8	Conduct of IQAC Meetings in all Campuses	To Conduct of IQAC meetings in all campuses to create awareness on quality. At least one of the next three meetings may be in a different campus.	Dean-IQAC
2.9	ISO 14001	Certification to be done by 31.3.2023. MR may directly report to the Registrar	Registrar
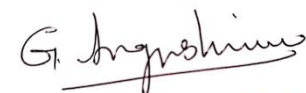
Sl. No:	Agenda/Discussion topic in the 48th IQAC meeting.	Discussion	Responsibility / PDC
2.10	Data for various processes	Faculty may be identified in each Department / Unit and they shall be given relief from departmental work and their appraisal shall be based on different type of metrics. A policy to this effect may be promulgated	Registrar, IQAC dean
2.11	Implementation of UHV	• Training of faculty to be accelerated. • Inclusion of three-credit course on UHV has been made mandatory by AICTE and necessary modification in the regulations may be taken up. • Offering minors on UHV may be considered.	Faculty deans and Nodal officer UHV-Dr.P. Supraja
2.12	Increasing IQAC's effectiveness-converting intent to action and outcomes	The suggested points are: • Treat every initiative as a project • Applying PDCA (Plan, Do, Check and Act) for every initiative • Apply 5Ws and 2Hs (What, Why, When, Where, Who, How and How much) • Consider ISO 9001-2015 for the academic process since it is expected to cover all requirements of accreditation and ranking. • Management reviews with delineated responsibilities and targets. • For every initiative make a small group responsible and co-opt IQAC external experts as applicable • Efforts to prevent multiple and simultaneous activities losing focus	Deans/Directors/IQAC/ External IQAC experts

Sl. No:	Agenda/Discussion topic in the 48th IQAC meeting.	Discussion	Responsibility / PDC
		• All campus heads to come together for conclaves at periodic internals to create synergy and reduce phase differences among them to ensure that all initiatives are aligned to central vision of SRMIST. • The KPI (Key Performance Indicators (KPI) and Key Result Areas (KRA) to be defined for faculty and administrators. • Implementation of strategic change management	
2.13	Administrative decisions to keep students' interest	• Onsite internship to be arranged for S&H students • Vacation and reopening of colleges for students to be rationalized • Early classes for allowing students to pursues specialized coaching for competitive examinations • When faculty go on leave only faculty who can handle the course effectively be allotted – not just for namesake.	Dean(SH), Director, placement
2.14	Students Projects	Shall have: • Clear objectives • Process • Feasibility • Constraints • Alignment to at least one SDG • Adherence to standards • Design	All faculty Deans

Sl. No:	Agenda/Discussion topic in the 48th IQAC meeting.	Discussion	Responsibility / PDC
		• Testing • Outcomes	
2.15	Creatirix	A data collection platform Creatrix has been commissioned and training under progress	IQAC
2.16	NIRF-22	There is an all-round improvement. NIRF analysis done and shared with Deans / Registrar / VC and Pro Chancellor Academics	Deans to come out with a strategy to improve ranking in consultation with IQAC
2.17	Accreditation by Engineering Accreditaion Commission of ABET	Four UG programs have undergone accreditation and the timelines are: • Accreditation process undergone – Nov. 2022 • Interim report by ABET – 31 Jan. 2023 • SRM Reply 28 Feb. 2023 • Final Result - July – Aug 2023	IQAC / Concerned departments
2.18	Digital Maturity Framework	QS has offered its services to give suggestions to improve SRMIST's digital processes. Series of surveys are planned including student and faculty surveys.	Deans to ensure that all faculty and students respond to the surveys.
2.19	More members from faculties may be included in IQAC and student memebrs may be updated	To keep all the stakeholders informed on IQAC initiatives all heads of Unit may be included in IQAC	IQAC / VC 31.01.2023

Summary of responsibilities

VC	2.19
External members of IQAC	2.12
Registrar	2.6, 2.9, 2.10,
All Faculty Deans	1.5, 2.3, 2.4, 2.7, 2.11, 2.12, 2.14, 2.16, 2.18
Directors	2.12
Dean/CET	1.3, 2.5
Dean/Research	2.2
Associate director, IIEC	2.2
Chair, SCO	1.4
Associate Director, CL	1.8
MR-ISO14001	1.8
Director, Placement	2.13
Dean/SH	2.13
Nodal officer UHV	1.6
Dean-IQAC	1.1, 1.2, 1.7, 2.1, 2.4, 2.7, 2.8, 2.10, 2.12, 2.15, 2.16, 2.17, 2.19

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
SRM Institute of Science and Technology
Kattankulathur - 603 203 Kancheepuram District
Chennai, Tamil Nadu, India.

Dean, IQAC

IQAC Member List

Last updated 13th July 2022	Name	Designation
Chairperson: Head of the Institution	Dr. C. Muthamizhchelvan	Vice Chancellor
Senior Administrators (14)	Dr. S. Ponnusamy	Registrar
	Dr. A. Ravi Kumar	Pro-Vice Chancellor [Medical and Health Sciences]
	Dr. T. V. Gopal	Dean [CET]
	Dr. A. Duraisamy	Dean, Science and Humanities
	Dr. M. Jawaharlal	Dean, SRM College of Agricultural Sciences
	Dr. K. Ravi	Dean, SRM Dental College, Ramapuram
	Dr. D.K. Sharma	Dean, NCR Campus, Ghaziabad
	Dr CV Jayakumar	Dean, CET, Ramapuram Part Campus, VDP
	Dr. N. Malmurugan	Dean - E&T, Trichy
	Dr. John Thiruvadigal	Dean Sciences
	Prof. B. Neppolian	Dean, Research
	Dr. A. Rathinam	Director, Alumni Affairs
	Dr. Nisha Ashokan	Associate Director (Student Affairs)
	Dr. V. Thirumurugan	Associate Director, CL
Non Teaching (1)	Mr. K. Wordsworth Manivannan	Deputy Registrar
Faculty (8)	Mrs. Maria Joseph	Assistant Professor
	Dr. P. Supraja	Associate Professor
	Dr. N. Periasami	Assistant Professor

Last updated 13th July 2022	Name	Designation
	Dr. A. Kavitha	Assistant Professor
	Mr. T. N. Suresh	Vice Principal and Associate Professor
	Dr. R. Arivazhagan	Associate Professor
	Dr. R. Thenmozhi	Associate Professor [IQAC]
	Dr. Arokiaraj Jovith	Assistant Professor [IQAC]
Member from the Management (1)	Mr. R. Padmanabhan	Finance Advisor
Student Members (6)	C S Aravind	Student
	Rajat Mongia	Student
	Kshatri Niharika Thakur RA2151001010053	Student
	Giri Prasath K, RA2131242010017	Student
	Guna Roobene Sivakumar RA2161001010054	Student
	Ghirisan, B	Student
Alumni (1)	Mr.Saravana Manikandan	2005 batch of SRM- EEE
Member from local society (1)	Mr. M. Ramachandran	Panchayat Union Middle School, Polambakkam Potheri
Member from Employer (3)	Mr. Sengathir Selvan	EIS Business Head-Fulfillment Excellence, TCS Tata Consultancy Services, Chennai
	Mr. Vasu Krishnan	Counsellor - Quality Management Systems and Processes.
	Mr. S. Raghavan	Director – Academic Strategy & Internal Quality Assurance Cell
Coordinator / Dean, IQAC	Prof. G. Augustine Maniraj Pandian	Dean [IQAC]

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 47th IQAC meeting scheduled to be held on 28 June 2022.

The agenda points are furnished below:

Agenda for 47th IQAC meeting scheduled on 28.06.2022

1. Review of previous 46th IQAC meeting held on 26.05.2022

2. Points for discussion in the current 47th IQAC meet

- *Appraisal of progress in data collection for NAAC-23*
- *Submission and acceptance of AQAR-2020-21*
- *Plan for quality enrichment for the academic year 2022-23 and goal setting*
- *Academic and administrative audit*

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 47th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 28.06.2022
Time   : 2:00 pm
Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Flooor, University Building

Chairperson ˙ : Dr. C. Muthamizchelvan, Vice-Chancellor
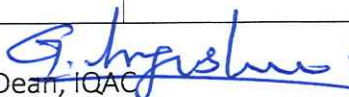
1. Review of 46th Meeting held on 26-05-2022

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	NAAC- 23 preparation	Action taken to appoint a consultant and schedule for preparation for 4th Cycle NAAC accreditaion is finalized.	Dean/IQAC

2. Agenda points for the 47th IQAC meeting

Sl. No:	Agenda/Discussion topic in the 46th IQAC meeting.	Discussion	Responsibility / PDC
2.1	Appraisal of progress in data collection for NAAC -23	Data collection for QnM under process. First review by July 2022	Dean/IQAC
2.2	Submission and acceptance of AQAR-2020-21	AQAR 2020-21 submitted well ahead of due date which was accepted by NAAC	Dean/IQAC

Sl. No:	Agenda/Discussion topic in the 46th IQAC meeting.	Discussion	Responsibility / PDC
2.3	Plan for quality enrichment for the academic year 2022-23 and goal setting	Resolved to adopt NIRF metrics as goals and make periodical reviews.	All Faculty deans
2.4	Academic and administrative audit	Dean/CET has put in place a systematic process to conduct internal audit from 2022-23.	Dean/CET
2.5	Software for data collection for NAAC	A proposal to procure a software is on the anvil.	Dean/IQAC and Director/ITKM
2.6	Goal setting for NIRF	A status review on NIRF input data and goal setting to be done	Dean/CET
2.7	Internship/project work	Objective for project works to clearly defined and shall center around solving real life problems subject to various constraints.	All faculty deans
2.8	Universal Value Education.	More faculty shall be trained ans students shall be educated on Universal values	All faculty deans
2.9	Alumni Engagement	Alumni engagement in the form of providing placements/intership, fuding for infrastructure, responding to surveys by QS/NIRF/THE, guest lectures and alumni reunions to be improved.	Director/Alumni
2.10	Using intenral Hackathon for solving University problems	Complex internal problems in the university processes to be identified and solution to the same to be sought by conducting in-house Hackathons.	Chair/SCO
2.11	Best Department/Best student	A mechanism shall be put in place to identify best department and best student	Faculty deans
2.12	IQAC meetings	Minimum six meetings to be conducted per academic year	Dean/IQAC

Dean, IQAC

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Members of Internal Quality Assurance Cell

1.	Dr. C. Muthamizhchelvan	Vice Chancelllor
2.	Dr. S.Ponnusamy	Registrar
3.	Dr. A.Ravi Kumar	Pro Vice Chancellor(MHS)
4.	Dr. T.V. Gopal	Dean, CET
5.	Dr. A. Duraisamy	Dean, S&H
6.	Dr. John Thiruvadigal	Dean, Sciences
7.	Prof. B. Napoleon	Dean, Research
8.	Dr. A.Rathinam	Director, Alumni
9.	Dr. T. Mythili	Director, Student Affairs
10.	Dr. V. Thirumurugan	Associate Director, Campus Life
11.	Mr. Wordsworth Manivannan	Deputy Registrar
12.	Mrs. Maria Joseph	Faculty, Law
13.	Dr. P. Supraja	Faculty, E&T
14.	Dr.N.Periasami	Faculty, Agri
15.	Dr. A. Kavitha	Faculty, S&H
16.	Mr. T. N. Suresh	Faculty, PT

17.	Dr.R. Arivazhagan	Faculty, MGMT
18.	Dr. R. Thenmozhi	Faculty, IQAC
19.	Dr. Arokiaraj Jovith	Faculty, IQAC
20.	Mr. R. Padmanabhan	Finance Advisor
21.	Mr.Saravana Manikandan, Alumnus	Senior Manager, Bank of America, Chennai
22.	Mr. Sengathir Selvan, Alumnus	EIS Business Head-Fulfillment Excellence, TCS
23.	Mr. Vasu Krishnan, External expert	Lead Auditor – QMS DNV GL Business Assurance India Private Limited
24.	Mr. M. Ramachandran Potheri, Local Body member	Panchayat Union Middle School , Polambakkam
25.	Pavithra C	Law
26.	Ghirisan, B	Horticulture
27.	C S Aravind	MBBS
28.	Rajat Mongia	E&T
29.	Nadia Salim	BBA
30.	U . Abhijith	BCA
31.	Prof. G. Augustine Maniraj Pandian	Dean/IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 46th IQAC meeting scheduled to be held on 26 May 2022,

The agenda points are furnished below:

Agenda for 46 IQAC meeting scheduled on 26.05.2022

1. **Review of previous 45th IQAC meeting held on 14.01.2022**

2. **Points for discussion in the current 46th IQAC meet**

   a)   NAAC- 23 preparation — Vice Chancellor and Dean IQAC

   b)   B.Pharm — NBA accreditation — Dean/IQAC

   c)   NIRF Ranking 2022 — Dean/IQAC

   d)   Points to be raised by the members (Members are requested come prepared with points for discussion aimed at enhancing academic quality at SRMIST)

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 46th MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 26.05.2022
Time   : 2:00 pm
Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Flooor, University Building

Chairperson   : Dr. C. Muthamizchelvan, Vice-Chancellor

1. Review of 45th Meeting held on 14-01-2022

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	Centralization of Process of consultancy and IPR	A dedicated cell approved as per 48th ACM dated 26.03.2022. It is presently headed by Dean/Bioengineering	Dean/CET
1.2	Idea of including MOOC courses offered by NPTEL as part of PhD Course work	Approved in the 48th ACM dated 26.03.2022	Dean/Research
1.3	Revision of CO-PO mapping and inclusion of Blooms Taxonomy in evaluation structure.	Approved in the 48th ACM dated 26.03.2022 and completed.	Dean-CET/CoE

2. Agenda points for the 46th IQAC meeting

Sl. No:	Agenda/Discussion topic in the 46th IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Welcome note	Vice Chancellor welcomed the memebrs of IQAC for the first physical meeting conducted after the onset of Covid-19, which was followed by the introduction of the members.	

Sl. No:	Agenda/Discussion topic in the 46th IQAC meeting.	Discussion	Responsibility/ PDC
2.2	NAAC- 23 preparation	Vice Chancellor emphasized the importance of NAAC accreditaion since it is one of the key factors deciding the rankings, autonomous status, eligibility for getting funds from governmental agencies, and government approval for programs and collaboration with other peers. Dean/IQAC explained the decentralized data collection process being adopted for the 4th cycle and highlighted the areas of weakness in C6 and C5 – FDPs attended by faculty, Student achievements, and alumni contribution, He also presented the timeline for various milestones.	Dean/IQAC

Activity	Timeline
I draft of data QN	July 2022
I draft QL	August 2022
Draft II QN	Sep. 2022
Draft II QL	Oct 2022
Final Draft QN	Dec. 2022
Final Draft QL	Jan 2023
IIQA	March 2023
SSR Submission	May 2023
Site Visit	July 2023
Results	August 2023

Sl. No:	Agenda/Discussion topic in the 46th IQAC meeting.	Discussion	Responsibility/ PDC
	B.Pharm NBA accreditation	Dean/Pharmacy will be uploading the e-NBA documents by 29th May 2022. Dr. R. Sathyanathan, Associate Professor, Department of Civil Engineering, is the mentor.	**Dean/Pharmacy 29th May 2022.**
1.	NIRF Ranking 2022	Data has been submitted and verification process on.	**Dean/IQAC**
2.	NAAC -23	Dean(Sciences) and C3 Team Leader, brought to the notice of the members the the inadequate number of skill development programs, books and book chapters, and e-content development. It was suggested that faculty to be incentivized to upload in NPTEL, Udemy, M-Tutor etc.	**All Deans**
3.	NAAC 23	Associate Director, Campus Life, Team leader C4, informed the memebrs about the lack of daily users of library.	**All deans/librarian**
4.	Faculty/Students	Dr. P. Supraja Faculty felt that faculty were overwhelmed by admin duties especially in providing data to various nodal points; similary students were also not able to involve themselves in activities other than curricular ones which makes it very difficult for them to participate in technical and cultutral competitions. It was suggested that data collections process to be fine-tuned by installing a robust portal. Rajat Mongia, student, members also echoed the same sentiments.	**Registrar/Dean/IQAC/A ssoc. Dir.ITKM**
5.	Student projects	Mr. Vasu Krishnan, External expert opined that allocating projects, faculty guides shall be done with an end objective of winning an award, paper, patent orproduct development. Projects will invariably focus on social, economical, security and ethical constraints with emphasis on adhering to national and global standards/protocols. He also brough to the fore the relevance of ISO 9001	**All deans**
6.	General	Mr. M. Ramachandran, external member extolled the yeomen's service rendered by the Founder Chancellor to the cause of education.	--

Dean, IQAC

IQAC
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1.	Dr. C. Muthamizhchelvan	Vice Chancelllor
2.	Dr. S.Ponnusamy	Registrar
3.	Dr. A.Ravi Kumar	Pro Vice Chancellor(MHS)
4.	Dr. T.V. Gopal	Dean, CET
5.	Dr. A. Duraisamy	Dean, S&H
6.	Dr. John Thiruvadigal	Dean, Sciences
7.	Prof. B. Napoleon	Dean, Research
8.	Dr. A.Rathinam	Director, Alumni
9.	Dr. T. Mythili	Director, Student Affairs
10.	Dr. V. Thirumurugan	Associate Director, Campus Life
11.	Mr. Wordsworth Manivannan	Deputy Registrar
12.	Mrs. Maria Joseph	Faculty, Law
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14.	Dr.N.Periasami	Faculty, Agri
15.	Dr. A. Kavitha	Faculty, S&H
16.	Mr. T. N. Suresh	Faculty, PT
17.	Dr.R. Arivazhagan	Faculty, MGMT

18.	Dr. R. Thenmozhi	Faculty, IQAC
19.	Dr. Arokiaraj Jovith	Faculty, IQAC
20.	Mr. R. Padmanabhan	Finance Advisor
21.	Mr.Saravana Manikandan Alumnus	Senior Manager, Bank of America, Chennai
22.	Mr. Sengathir Selvan Alumnus	EIS Business Head-Fulfillment Excellence, TCS
23.	Mr. Vasu Krishnan External expert	Lead Auditor – QMS DNV GL Business Assurance India Private Limited
24.	Mr. M. Ramachandran Potheri, Local Body member	Panchayat Union Middle School , Polambakkam
25.	Pavithra C	Law
26.	Ghirisan, B	Horticulture
27.	C S Aravind	MBBS
28.	Rajat Mongia	E&T
29.	Nadia Salim	BBA
30.	U . Abhijith	BCA
31.	Prof. G. Augustine Maniraj Pandian	Dean/IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 45 IQAC meeting scheduled to be held on 14 Jan 2022, 2 pm, online.

The agenda points are furnished below:

Agenda for 45 IQAC meeting scheduled on 14.01.2022)

1. **Review of previous 44th IQAC meeting held on 7.10.2021**

2. **Points for discussion in the current 45th IQAC meet**

   - Centralization of Process of consultancy and IPR
   - Idea of including MOOC courses offered by NPTEL as part of PhD Course work
   - Revision of CO-PO mapping and inclusion of Blooms Taxonomy in evaluation structure.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 45 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 14.01.2022
Time   : 2:30 pm
Venue   : Zoom Meeting

Chairperson   : Dr. C. Muthamizchelvan, Vice-Chancellor

1. Review of 44 Meeting held on 7-10-2021

Sl. No:	Agenda/Discussion topic in the 44rd IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1	ISO 14001 Process implementation	Coordinator and MR to be identified.	Associate Director CL
2	Student satisfaction Survey	The survey findings had been sent to faculty Deans have reported on follow-up action.	Faculty Deans/Dean-IQAC
3	Visualization of concepts and applications	Faculty Deans and Student counselors to take suitable action. University level awareness and implementation of OBE initiated by IQAC.	Faculty Deans/Dean-IQAC

2. Agenda points for the 45th IQAC meeting

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Centralization of Process of consultancy and IPR	It is suggested that a dedicated cell to coordinate the consultancy and IPR activities including issuance of policy documents be established headed by a senior faculty	Dean/CET

Sl. No:	Agenda/Discussion topic in the 45th IQAC meeting.	Discussion	Responsibility/ PDC
2.2	Idea of including MOOC courses offered by NPTEL as part of PhD Course work	Subject to UGC's policies, possibility of including including MOOC courses offered by NPTEL as part of PhD Course work to be explored	Dean/Research
2.3	Revision of CO-PO mapping and inclusion of Blooms Taxonomy in evaluation structure.	In light of suggestions/observations made by the NBA team which accredited six UG programs, Revision of CO-PO mapping and inclusion of Blooms Taxonomy in evaluation structure shall be done	Dean-CET/CoE

Dean-IQAC

IQAC
17 JAN 2022
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Members of Internal Quality Assurance Cell

1.	Dr. C. Muthamizhchelvan	Vice Chancelllor
2.	Dr. S.Ponnusamy	Registrar
3.	Dr. A.Ravi Kumar	Pro Vice Chancellor(MHS)
4.	Dr. T.V. Gopal	Dean, CET
5.	Dr. A. Duraisamy	Dean, S&H
6.	Dr. John Thiruvadigal	Dean, Sciences
7.	Prof. B. Napoleon	Dean, Research
8.	Dr. A.Rathinam	Director, Alumni
9.	Dr. T. Mythili	Director, Student Affairs
10.	Dr. V. Thirumurugan	Associate Director, Campus Life
11.	Mr. Wordsworth Manivannan	Deputy Registrar
12.	Mrs. Maria Joseph	Faculty, Law
13.	Dr. P. Supraja	Faculty, E&T
14.	Dr.N.Periasami	Faculty, Agri
15.	Dr. A. Kavitha	Faculty, S&H
16.	Mr. T. N. Suresh	Faculty, PT
17.	Dr.R. Arivazhagan	Faculty, MGMT

18.	Dr. R. Thenmozhi	Faculty, IQAC
19.	Dr. Arokiaraj Jovith	Faculty, IQAC
20.	Mr. R. Padmanabhan	Finance Advisor
21.	Mr.Saravana Manikandan, (Alumnus)	Senior Manager, Bank of America, Chennai
22.	Mr. Sengathir Selvan, (Alumnus)	EIS Business Head-Fulfillment Excellence, TCS
23.	Mr. Vasu Krishnan, External expert	Lead Auditor – QMS, DNV GL Business Assurance India Private Limited
24.	Mr. M. Ramachandran, Potheri, Local Body member	Panchayat Union Middle School , Polambakkam
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27.	C S Aravind	MBBS
28.	Rajat Mongia	E&T
29.	Nadia Salim	BBA
30.	U . Abhijith	BCA
31.	Prof. G. Augustine Maniraj Pandian	Dean/IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 44 IQAC Meeting scheduled to be held on ~~~~~~~~~~, 2 pm, online.

07 oct 2021

The agenda points are furnished below:

Agenda for 44 IQAC meeting scheduled on 07.10.2021, 2 pm

1. Discussion on agenda points of previous 43 IQAC meeting (23.07.2021)

2. Discussion on agenda points of current 44 IQAC meeting

   - Digital campaign in collaboration with QS to promote SRM Brand
   - Preparation of Strategic plan for SRMIST – 2022
   - Preparation of Faculty requirement for 2021-22 (10.8.2022)
   - Feedback on NAAC criteria on Dual Mode Universities
   - NIRF target setting and reviews
   - Appointment of consultant for NAAC preparation

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 44 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 07.10.2021
Time   : 2:30 pm
Venue   : Zoom Meeting

Chairperson   : Dr. C. Muthamizchelvan, Vice-Chancellor

1. Review of 43 Meeting held on 23-07-2021

Sl. No:	Agenda / Discussion topic in the 43rd IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1	NIRF-2020 (National Institutional Ranking Framework, Ministry Of Education) - Rankings	➢ 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	PDC Before the submission of data for NIRF-2021 Responsibility Faculty Deans Director(Research) JD Research Dean (Research) Dean(IQAC)

Sl. No:	Agenda / Discussion topic in the 43rd IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
2	ARIIA -2020- Atal Ranking of Institutions on Innovation Achievements, Ministry of Education RANKINGS	The following areas were identified which need improvement: ➢ Start-ups supported by SRMIST ➢ Co-incubation and partnership. ➢ SRM Innovation and Incubation Entrepreneurship Center has been entrusted with the task.	PDC Before the submission of data for ARIIA-2021 Responsibility Faculty deans Director(Research) JD Research Dean (Research) Associate Director, IIEC

2. Agenda points for the 44th IQAC meeting

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Welcome note by the Vice-Chancellor.	Welcome note by the Vice-Chancellor with a brief on recent achievements of the institution. • SRMIST has been placed in First Position under AICTE's "Clean and Smart Campus Award 2021" • QS has Rated SRMIST as a 5 Star institution under Online Teaching Category" • SRMIST has improved its performance in NIRF Ranking 2021 • NBA (National Board of Accreditation) has accredited five engineering programs. • THE (Times Higher Education, UK) has ranked SRMIST globally for subjects CSE, Clinical and Health Sciences	-- IQAC/ 6th Nov. 2021

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion	Responsibility/ PDC
		• The Vice Chancellor asked the IQAC team to look out for the strategies and try to work on some of them and report in the next IQAC Meeting. Strategies should be well defined.	
2.2	Self- Introduction of New Members	As per the advice of the Vice Chancellor, IQAC composition has been reconstituted with more representation for associate professors and assistant professors. Eight faculty members from different Faculties, six student members one each from the Faculty, and alumni have been nominated.	--
2.3	An overview on NIRF 2021 Rankings	Recent NIRF ranking was discussed compared with previous year ranking. Present ranking is fairly better compared with previous year rankings. The reason for the raise in rank is an increase in number of publication, citation, patents granted.	Responsibility Faculty Deans Director(Research) JD Research Dean (Research) Dean(IQAC) Continuous process

Table within cell 2.3:

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

NA- Not applied
NR- Applied but Not ranked

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion	Responsibility/ PDC
		The action points have been identified as under: ➤ 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	
2.4	Global Ratings by QS – Online Rating	SRMIST has been rated 5 Stars for its 'online learning' facilities. Our scores are:	Faculty Deans. At least one digital module for an entire course shall be developed per semester 31.3.2022.

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

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion		Responsibility/ PDC
		• 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		
2.5	Accreditation by National Board of Accreditation (NBA)	Program (UG-KTR Campus)	Valid Till	Dean, CET 15 Nov. 2021
		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)	
		Electronics and Communication Engineering	30.06.2024 (3 YRS)	
		❑ NBA is globally recognized on par with ABET ❑ Big boost for our alumni in Gulf countries ❑ Dean (CET) to identify further 5 programs for next cycle of NBA accreditation		
	Student satisfaction Survey	As a NAAC Mandate, a Student satisfaction survey was conducted by IQAC-SRMIST for teaching, learning and evaluation. 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 2.6 out of 4 as per the responses received till 6.10.2021. Faculty-wise score to be worked out by IQAC and disseminated to all concerned for appropriate corrective and remedial action.		IQAC – 15th Nov. 2021 Faculty deans to effect continuous improvement

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion	Responsibility/ PDC
2.6	ISO 14001 Process implementation	• The maintenance department is planning to implement ISO14001 • Mr. Vasu Krishnan, external member is expert on this certification who can provide useful input. • Associate Director, Campus Life to narrow down the objective and the process and time frame preferably 6 months. • The process should include a few of the ongoing environmental related projects like rainwater harvesting, water recycling and solar energy • A committed approach is necessary to get ISO14001. • Substantial improvement is necessary to retain the certification after the validation period. • External expert Mr. Sengathir Selvan suggested implementing ISO14001 through incremental improvement with a futuristic agenda	Dr.Thirumurugan, Associate Director, Campus Life (with input from Mr. Vasu Krishnan, external member) 31 May 2022.
2.7	Points raised by members	Visualization of concepts and applications • 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	Faculty Deans and Student counselors

Sl. No:	Agenda/Discussion topic in the 44th IQAC meeting.	Discussion	Responsibility/ PDC
		Student mentoring Mentoring shall include: • Academics • Career • Interpersonal issues The existing system of mentoring shall be implemented fully so that no student will feel that he/she is left out.	

Dean, IQAC

Members of Internal Quality Assurance Cell

1.	Dr. C. Muthamizhchelvan	Vice Chancelllor
2.	Dr. S.Ponnusamy	Registrar
3.	Dr. A.Ravi Kumar	Pro Vice Chancellor(MHS)
4.	Dr. T.V. Gopal	Dean, CET
5.	Dr. A. Duraisamy	Dean, S&H
6.	Dr. John Thiruvadigal	Dean, Sciences
7.	Prof. B. Napoleon	Dean, Research
8.	Dr. A.Rathinam	Director, Alumni
9.	Dr. T. Mythili	Director, Student Affairs
10.	Dr. V. Thirumurugan	Associate Director, Campus Life
11.	Mr. Wordsworth Manivannan	Deputy Registrar
12.	Mrs. Maria Joseph	Faculty, Law
13.	Dr. P. Supraja	Faculty, E&T
14.	Dr.N.Periasami	Faculty, Agri
15.	Dr. A. Kavitha	Faculty, S&H
16.	Mr. T. N. Suresh	Faculty, PT
17.	Dr.R. Arivazhagan	Faculty, MGMT
18.	Dr. R. Thenmozhi	Faculty, IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 43 IQAC meeting scheduled to be held on 23 July 2021, 2 pm, online.

The agenda points are furnished below:

Agenda for 43 IQAC meeting scheduled on 23.07.2021, 2 pm

1. Discussion on agenda points of previous 42 IQAC meeting (20.05.2021)

2. Discussion on agenda points of current 43 IQAC meeting

   - Digital campaign in collaboration with QS to promote SRM Brand
   - Preparation of Strategic plan for SRMIST – 2022
   - Preparation of Faculty requirement for 2021-22 (10.8.2022)
   - Feedback on NAAC criteria on Dual Mode Universities
   - NIRF target setting and reviews
   - Appointment of consultant for NAAC preparation

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 43 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 23.07.2021
Time   : 14:00
Venue   : Online

Chairperson   : Dr. C. Muthamizhchelvan, Vice Chancellor in-charge

1. Review of 42 Meeting held on 20-05-2021

Sl. No:	Agenda/Discussion topic in the 42 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	Renewal of QS Stars rating	Data being uploaded. Will be completed by August 2021	Dean / IQAC
1.2	Dedicated webpage for campus life	A webpage has been created	Associate Director Campus Life
	Collaboration with NITTTR Taramani on Quality Assurance Through NAAC	E-content uploaded by NITTTR	Dean / IQAC

2. Agenda points for the 43 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility / PDC
2.1	Digital campaign in collaboration with QS to promote SRM Brand	SRMIST has entered into a paid digital campaign in collaboration with QS.	Dean / IQAC

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility / PDC
2.2	Preparation of Strategic plan for SRMIST – 2022	It was decided to prepare Strategic plan for SRMIST (2022)	Dean / IQAC
2.3	Preparation of Faculty requirement for 2021-22 (10.8.2022)	IQAC has been entrusted with the task of assessing the Faculty requirement SRMIST	Dean / IQAC
2.4	Feedback on NAAC criteria on Dual Mode Universities	NAAC called for suggestions on manual for dual mode universities which is getting revised	Dean / IQAC
2.5	NIRF- Target setting/reviews	NIRF targets to be set for the next three years and reviewed periodically Research incentives for UG students projects to be initiated Taking up the case with SCOPUS to include omitted publications affiliated to SRMIST. Creation of awareness among faculty on affiliation id. details	PDC Before the submission of data for NIRF-2021 Responsibility Faculty Deans Director (Research) JD Research Dean (Research) Dean (IQAC)
2.6	NAAC -23	Appointment of Advisor to Chancellor to come up out with proactive ideas for the fourth cycle of accreditation	Vice Chancellor / Dean-IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 42 IQAC meeting scheduled to be held on 20 May 2021, 2 pm, online.

The agenda points are furnished below:

Agenda for 42 IQAC meeting scheduled on 20.05.2021, 2 pm

1. Discussion on agenda points of previous 41 IQAC meeting (25.03.2021)

2. Discussion on agenda points of current 42 IQAC meeting

   - *Renewal of QS Stars rating*
   - *Dedicated webpage for campus life*
   - *Collaboration with NITTTR Taramani on Quality Assurance Through NAAC Accreditation Process*

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MINUTES OF 42 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 20.05.2021
Time   : 14:00
Venue   : Online

Chairperson : Dr. C. Muthamizhchelvan, Vice Chancellor – in- charge

1. Review of 41 Meeting held on 25-03-2021

Sl. No:	Agenda/Discussion topic in the 39 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	Introduction of NEP-2020 provisions in the curriculum	Regulations incorporating the features of NEP2020 underway for engineering programs	Dean / CET
1.2	Additional Dedicated departments for CSE programs	Restructuring under process.	Dean / CET

2. Agenda points for the 42 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Renewal of QS Stars rating	The process has been initiated and will be completed by Oct 2021.	Dean / IQAC
2.2	Dedicated webpage for campus life	Member s resolved to have a dedicated website for Campus Life	Associate Director Campus Life
2.3	Collaboration with NITTTR Taramani on Quality Assurance Through NAAC	SRMIST is collaborating with NITTTR to develop e-content on NAAC accreditation process.	Dean / IQAC

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Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 41 IQAC meeting scheduled to be held on 25 Mar 2021, 2 pm, online.

The agenda points are furnished below:

Agenda for 41 IQAC meeting scheduled on 25.03.2021, 2 pm

1. Discussion on agenda points of previous 40 IQAC meeting (14.01.2021)

2. Discussion on agenda points of current 41 IQAC meeting

   - Introduction of NEP-2020 provisions in the curriculum
   - Additional Dedicated departments for CSE programs
   - Gearing for online review of OE/DDE programs
   - Approval of AQAR for 2019-20

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
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MINUTES OF 41 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 25.03.2021
Time   : 14:00
Venue   : Online

Chairperson   : Dr.C. Muthamizhchelvan, Vice Chancellor – in- charge

1.   Review of 40 Meeting held on 14-01-2021

Sl. No:	Agenda/Discussion topic in the 39 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	NBA SSR preparation	NBA SSR submitted	Dean/CET
1.2	7ᵗʰ FICCI Higher Education awards	Director / IR has applied	Director-IR

2.   Agenda points for the 41 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility / PDC
2.1	Introduction of NEP-2020 provisions in the curriculum	It was decided that all forthcoming academic regulations shall include provisions of NEP-2020	All Faculty deans
2.2	Additional Dedicated departments for CSE programs	Since 2018-19, SRMIST has obtained AICTE approval for more than 10 programs under CSE with different specializations. Grouping them under one department may cause academic and administrative challenges considering the large student and	Dean/CET

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility / PDC
		faculty strength. It is proposed that different new departments shall be created under the school of computing and allocated various UG/PG programs under each of the departments.	
2.3	Gearing for online review of OE/DDE programs	Since SRMIST's DDE/OE programs are under AICTE's approval process, we have to be prepared for an online AICTE scrutiny.	Directors DDE/OE.
2.4	Approval of AQAR for 2019-20	The AQAR for 2020-21 will be submitted shortly. The important data included in the report was reviewed and approval was given for submission.	Dean/IQAC

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
SRM Institute of Science and Technology
Kattankulathur - 603 203 Kancheepuram District
Chennai, Tamil Nadu, India.

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 40 IQAC meeting scheduled to be held on 14 Jan 2021, 2 pm, online.

The agenda points are furnished below:

Agenda for 40 IQAC meeting scheduled on 14.01.2021, 2 pm

1. Discussion on agenda points of previous 39 IQAC Meeting (12.11.2020)

2. Discussion on agenda points of current 40 IQAC Meeting

   - NBA SSR preparation
   - 7th FICCI Higher Education awards
   - ARIIA-21 data submission
   - Proposal for Expression of Interest on GATI (Gender Advancement for Transforming Institutions)

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
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MINUTES OF 40 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 14.01.2021
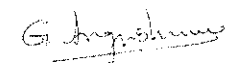Time   : 14:00
Venue   : Online

Chairperson   : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 39 Meeting held on 12-11-2020

Sl. No:	Agenda/Discussion topic in the 39 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	As per AICTE's latest norms, students who have taken CS/IT/Biotechnology in lieu of chemistry may be admitted.	Dean/CET is requested to place the agenda in the next ACM	Dean/CET
1.2	SRM Innovation and Design Center to offer open elective courses	SRM Innovation and Design Center is requested to coin new courses along with curriculum and get approved by the ACM	Associate Director/IIEC

2. Agenda points for the 40 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	NBA SSR preparation	Preparation of SSRs for the 5 programs – Civil/Mech/EEE/ECE are going on war footing. External and internal audit are being conducted	IQAC/Dean/CET

Sl. No:	Agenda/Discussion topic in the 40 IQAC meeting.	Discussion	Responsibility/ PDC
2.2	7th FICCI Higher Education awards	Director IR is requested to apply for 7th FICCI awards under Internationalization	Director/IR
2.3	ARIIA-21 data submission	The portal has been opened and data uploading has started	IQAC
2.4	Proposal for Expression of Interest on GATI (Gender Advancement for Transforming Institutions)	Dr. E. Poovammal has been designated as nodal officer and the report has been submitted to DST to consider SRMIST as one of the partnering institutions.	Dr. E. Poovammal

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 39 IQAC meeting scheduled to be held on 12 Nov 2020, 2 pm, online.

The agenda points are furnished below:

Agenda for 39 IQAC meeting scheduled on 12.11.2020, 2 pm

1. Discussion on agenda points of previous 38 IQAC meeting (08.09.2020)

2. Discussion on agenda points of current 39 IQAC meeting

   - *Change of eligibility norms for B.Tech admissions in 2020-21*
   - *SRM Innovation and design center to offer open elective courses*

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
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MINUTES OF 39 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 12.11.2020
Time   : 14:00
Venue   : Online

Chairperson : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 38 Meeting held on 08-09-2020

Sl. No:	Agenda/Discussion topic in the 38 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	Change of nomenclature of three year diploma on Hotel Management and Catering Technology to on Hotel Management and Catering Science	Director, IHM is requested to place the agenda in the next ACM	Director/IHM
1.2	Introduction of M.Tech Integrated programs	Regulations and curriculum are under preparation	Dean/CET

2. Agenda points for the 39 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 39 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Change of eligibility norms for B.Tech admissions in 2020-21	As per AICTE's latest norms, students who have taken CS/IT/Biotechnology in lieu of chemistry may be admitted.	Dean/CET and Director/admissions
2.2	SRM Innovation and Design Center to offer open elective courses	SRM IDC shall consider offering open electives to other Faculties	Associate Director/IIEC and Dean/CET

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
SRM Institute of Science and Technology
Kattankulathur - 603 203 Kancheepuram District
Chennai, Tamil Nadu, India.

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 38 IQAC meeting scheduled to be held on 08 Sep 2020, 2 pm, online.

The agenda points are furnished below:

Agenda for 38   IQAC meeting scheduled on 08.09.2020, 2 pm

1. Discussion on agenda points of previous 37 IQAC meeting (16.07.2020)

2. Discussion on agenda points of current 38 IQAC meeting

- NBA for Civil/Mech/ECE/EEE pre-qualifier
- NIRF-21 Data gathering
- Change of nomenclature of three year diploma on Hotel Management and Catering Technology to on Hotel Management and Catering Science
- Introduction of M.Tech Integrated programs

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 38 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 08.09.2020
Time   : 14:00
Venue   : Online

Chairperson   : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 37 Meeting held on 16-07-2020

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	NBA for B.Tech programs	B.Tech programs Civil/Mech/EEE/ECE/Biotech programs satisfied prequalified norms. Hence taken up for NBA accreditation.	All Faculty heads

2. Agenda points for the 38 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	An overview on NIRF 2020 Rankings /	1. NIRF-2020 AT A GLANCE	Pro VCs / Director Research / Dean IQAC

University

	2020	2019	2018	2017
SRM RANK	35	32	41	34
SRM SCORE	50.07	47.8	45.17	43.07

Engineering

	2020	2019	2018	2017
SRM RANK	41	36	46	35
SRM SCORE	50.95	48.95	45.5	49.2

MEDICINE	2020	2019	2018
SRM RANK	31	22	22
SRM SCORE	49.06	49.14	48.34

Pharmacy

	2020	2019	2018	2017
SRM RANK	19	14	27	9
SRM SCORE	54.85	56.69	45.33	54.28

| 2.2 | | **Dental – 2020**   **Management**
 Ramapuram - 9   **2020 -76-100**
                           2019- 75

 The following suggestions were made to improve research
 • A program named Research Experience for Undergraduate students is to be launched to attract more researchers into the venture and the sum of Rs.50 Lakhs seed money may be allocated for the entire project. | |

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
		• Student members suggested educating students on research perspective from the first year itself. • Mr. S. Sengathirselvan suggested getting the problem statement from the Industry for project proposals to ensure qualitative as well as quantitative improvements in Research.	
2.3	ARIIA-2020	ARIIA – 2020 – SECOND AMONG PRIVATE INSTITUTES (Atal Ranking of Institutions on Innovation Achievements). The score card is presented below: 	IQAC

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
2.4	Internal Academic Audit (IAA)	In addition to Management, IAA was done for Departments of Commerce and Company secretary-ship & Finance. IQAC shall follow up with the findings of IA.	Dean/IQAC
2.5	Data Collection Format for other data	With the successful launch TeamDeck for Faculty members, ITKM is requested to roll out a general purpose data collection format. It may be possible to achieve the same through new URP. URP team to study the format furnished by IQAC and work on it.	Director/ITKM
2.6	Paramarsh	No further progress after lockdown. The colleges were contacted and necessary documents were given to them. But they have not progressed due to lockdown.	Dean/IQAC
2.7	ISO14001/ISO	With many audit mechanisms like NIRF, NBA, AQAR, QS Stars etc. in place, going for ISO/ISO14001 for academic processes may not be required. However physical process dealing with campus life may be considered. Mr. S. Sengathirselvan, external expert, suggested to define a common framework for the institution and map it to various certifying bodies. Mr. Vasu Krishnan suggested ISO auditing process and gave inputs to enhance the Project implementation process. Dr. Shanthi Prince suggested ISO21001 version 2018 framework that specifies requirements for a management system for educational organizations	
2.8	Forthcoming tasks for IQAC -	IQAC – tasks ahead • NBA – Dec 2020 • NIRF-2021 – Dec 2020 • AQAR – Dec 2020 • Annual report 2019-20 – Nov 2020 • AICTE-CII survey – 10th Oct 2020 • Convocation Reports – Nov 2020	Dean IQAC

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
		• UGC – quality mandate portal updating – Dec 2020 • Data submission for QS, THE -2022 – Jan 2021 • AISHE – Feb 2021 • QS stars rating for University as a whole (Renewal) – Dec 2020 • QS stars Management – Feb 2021 • ARIIA 2021- Dec 2020 Preparation of NIRF dashboard for progress monitoring Dec 2020	
2.9	Challenges arising out of COVID-19 by Pro VC E&T, Pro VC S&H, Pro VC Medical	Pro VC E&T briefed on the following challenges out of Covid 19 • Ensuring the safety of all the students reaching their homes after lockdown. • Sensitizing the faculty members to get practiced with remote teaching • Conducting online review meetings and semester examinations for the students • Since the government announced that SRM IST as a quarantine center, faculty members belonging to six department weren't able to access their rooms and carry out research activities in the main campus • Due to lockdown, some of the expensive types of equipment could not be maintained and not functioning well. Around Rs. 20 - 25 lakhs spent on making the equipment functional. • E-counseling for B.Tech freshers. There is a huge demand for CSE followed by Biotechnology. • Conducting Orientation programme for B.Tech First-year students • Commencing classes for B.Tech I year students	Pro VCs

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
		Pro VC S&H briefed on the following challenges out of Covid 19 • The admission process is going on and nearly 80% of intake got admitted. • Conducting online classes for FSH students. Remote area students aren't able to attend the classes due to network issues. Pro VC Medical briefed on the following challenges out of Covid 19 • Treating continuous stream of covid patients • Conducted online examination for Post Graduate students • Trained the hospital employees to handle both covid and non-covid patients. They were given psychological lectures/counseling to improve the ability to perform under tough situations • Conducted online examination for Post Graduate students and MCI inspection was done • ICMR selected SRMCH&RC for Covid vaccination trial. Phase I is over and Phase II is going. • Online classes been conducted for Medical and Paramedical courses	
2.10	Input from Student members	Suggested to make students get involved and focus on non academic and extra curricular activities • Management should emphasis students clubs and its associated activities • Insisting students to contribute more in product development and industry collaboration activities to get placed in Super dream companies • Suggested to make students aware of the facilities available in the campus and other departments	Dean of academic units Director, SA

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility/ PDC
2.11	Change of nomenclature of three year diploma on Hotel Management and Catering Technology to on Hotel Management and Catering Science	Director, IHM is requested to place the agenda in the next ACM	Director/IHM
2.12	Introduction of M.Tech Integrated programs	Regulations and curriculum are under preparation	Dean/CET

Dean/IQAC

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Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 37 IQAC meeting scheduled to be held on 16 July 2020, 2 pm, online.

The agenda points are furnished below:

Agenda for 37 IQAC meeting scheduled on 16.07.2020, 2 pm

1. Discussion on agenda points of previous 36 IQAC meeting (20.05.2020)

2. Discussion on agenda points of current 37 IQAC meeting

- NIRF/AQAR- data – Placement, Higher studies and consultancy
- NBA for B.Tech programs

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 37 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 16.07.2020
Time   : 14:00
Venue   : Online

Chairperson   : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 36 Meeting held on 20-05-2020

Sl. No:	Agenda/Discussion topic in the 36 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	Review of academic processes in view of pandemic	Modified processes considering the prevailing pandemic in the context of awarding internal and conducting end semester examinations were placed in the Third Special Academic council meeting on 20.6.2020 and got approved.	All Faculty heads

2. Agenda points for the 37 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility / PDC
2.1	NIRF-21/AQAR- data – Placement, Higher studies and consultancy	1. NIRF and NAAC ask for placement and higher studies data for a period of 3 and 5 years respectively. It is not mandatory that students who were placed or pursuing higher studies only in the passing out year to be considered. For example, while data on 2019 passed out students is being compiled, students who have been placed in 2020 (after passing out in 2019) should also be included. This requires that our alumni coordinators are continuously in touch with the alumni regarding their	All faculty deans

1

Sl. No:	Agenda/Discussion topic in the 37 IQAC meeting.	Discussion	Responsibility / PDC
		placement/higher studies. While IQAC will be getting the campus placed data centrally, data on students placed outside campus recruitment process and those placed subsequently shall be provided by the departments. 2. Regarding consultancy the following nature of consultancies shall also be included: • Question paper setting for other institutions • Serving as DC members in other institutions	
2.2	NBA for B.Tech programs	ABET accreditation is due for Civil/Mech/EEE/ECE programs in 2022. We have to apply for that in Jan 2022. However, prior to that we have to get NOC from NBA. Therefore, these four programs have to be accredited by NBA at the earliest.	Dean/CET

2

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 36 IQAC meeting scheduled to be held on 20 May 2020, 2 pm, online.

The agenda points are furnished below:

Agenda for 36 IQAC meeting scheduled on 20.05.2020, 2 pm

6-3-2020

1. Discussion on agenda points of previous 35 IQAC meeting (⸱⸱⸱⸱⸱⸱)

2. Discussion on agenda points of current 36 IQAC meeting

    - Review of academic processes in view of pandemic

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 36 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 20.05.2020
Time   : 14:00
Venue   : Online

Chairperson : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 35 Meeting held on 6-03-2020

Sl. No:	Agenda/Discussion topic in the 35 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	Internal Academic and Administrative Audit (IAAA)	IAAA has been conducted for Departments of (a) Commerce (b) Company secretary ship and Auditing and Finance.	IQAC
1.2	Inauguration of Paramarsh scheme	Progresses slow in view of closure of colleges.	IQAC
1.3	SRMIST may undergo audit under ISO 14001	Discussion with Associate Director. Campus Life. Dean/CENR. Decision yet to be taken.	IQAC

2. Agenda points for the 36 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 36 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Review of academic processes in view of pandemic	Face to face academic processes have come to a standstill. Heads of Faculties to put in place appropriate alternate processes and get the same approved by ACM	All Faculty heads

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
SRM Institute of Science and Technology
Kattankulathur - 603 203 Kancheepuram District
Chennai, Tamil Nadu, India

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 35 IQAC meeting scheduled to be held on 6 Mar 2020, 2 pm, at Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building and offer your valuable input.

The agenda points are furnished below:

Agenda for 35 IQAC meeting scheduled on 9.1.2020, 2 pm

1. Discussion on agenda points of previous 34 IQAC meeting (9.01.2020)

2. Discussion on agenda points of current 35 IQAC meeting

    a.   *Internal Academic and Administrative Audit (IAAA)*

    b.   *Data Collection Format for other data*

    c.   *Conduct of Seminars / Workshops by IQAC*

    d.   *Inauguration of Paramarsh Scheme*

    e.   *Membership in Asia Pacific Quality Network*

    f.   *Issue of SOP for various functions of University*

    g.   *Factsheets (statistical data) for key activities of University Dean/IQAC*

Dean/IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 35 MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 06.03.2020

Time   : 12:00

Venue   : Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building

Chairperson   : Dr. Sandeep Sancheti, Vice Chancellor

At the outset following new members were welcomed and introduced:

1.	Mr.M. Ramachandran	External Member, Polambakkam Panchayat Union Middle School
2.	Mr. Vasu Krishnan	External Member – Lead Auditor (ISO)
3.	Dr. Lt. Col. A. Ravikumar	Pro VC Medical
4.	Dr. K. Ramasamy	Director Research
5.	DR. T. Mythili	Director – Student Affairs
6.	Dr. V. Thirumurugan	Associate Director Campus Life (CL)
7.	Dr. V. Ponnaiah	Dean, Management
8.	Ms. B. Suhasini	Senior Manager, ITKM (Information Technology and Knowledge Management)
9.	Dr. Poovammal	Associate Director CL – Girls' Hostel
10.	Mr. Arokiaraj Jovith	IQAC Faculty
11.	Dr. R. Thenmozhi	IQAC Faculty

New Student Members (5)

Sl. No	Name of the student	Name of the program	Faculty
12.	Mr.Vaman B	B.Com Honours (International Accounting and Finance)	SH
13.	Mr. M.S. Dwarakesh	MBBS	MH
14.	Ms. Sanjana Ananth	Biotechnology	ET
15.	Mr. Blessin George	Computer Science and Engineering	ET
16.	Mr.Harshit Rathore	Mechatronics	ET

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1. Review of 34 Meeting held on 09-01-2020

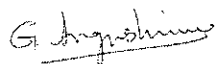| Sl. No:	Agenda/Discussion topic in the 34ᵗ IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	Change in nomenclature of Bachelor of Public Health (BPH)	The units concerned are taking appropriate action. The issues will be placed in the next academic council meeting for approval.	Dean/SPH
1.2	Establishing a new "Centre for Child Rights" under SPH focusing on Child Rights.		Dean/SPH
1.3	Learning Outcome based Curriculum Framework (LOCF) for Faculty of Science and Humanities		Dean/S&H
1.4	Change of name of B.Tech ECE w/s in Biomedical Engineering attached to Department of ECE to B.Tech Biomedical Engineering attached to the School of Bioengineering		HoD/BME
1.5	Change of name of B.Tech ECE w/s in Instrumentation Engineering attached to Department of ECE to B.Tech Electronics and Instrumentation Engineering attached to the Department of Electronics and Instrumentation Engineering		HoD/E&I

2. Agenda points for the 35 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 35 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Internal Academic and Administrative Audit (IAAA)	IAAA has been conducted for Faculty of MGMT and report submitted to the Vice Chancellor. IAAA for Departments of (a) Commerce (b) Company secretary ship and Auditing and Finance. (c) Faculty of Law, (d) Computer Applications and (e) Mathematics and Statistics will follow.	IQAC
2.2	Data Collection Format for other data	With the successful launch TeamDeck for Faculty members ITKM is requested to roll out a general purpose data collection format. It may be possible to achieve the same through new ERP. ERP team to study the format furnished IQAC and work on it.	Director- ITKM and ERP team to roll out by July 2020.

Sl. No:	Agenda/Discussion topic in the 35 IQAC meeting.	Discussion	Responsibility/ PDC
2.3	Conduct of seminars / workshops by IQAC (IQAC)	IQAC will be conducting seminars – 2 per annum. Additionally, all Faculties, Departments organizing seminars on general topics like gender sensitivity, pedagogy, and discipline etc. shall include IQAC as one of the partners.	All Directors/ Deans with immediate effect.
2.4	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: • Pachaiyappa's College For Men, Kanchipuram • Pachaiyappa's College for Women, Kancheepuram • C. Kandaswami Naidu College for Men • Rajalakshmi Institute of Technology • Thangavelu Engineering College 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, Dean-IQAC Prof. G. Augustine Maniraj Pandian, Faculty members Dr. Shanthi Prince, Professor, ECE, Dr. M. Sangeetha, Associate Professor, ECE, Dr. SV Kasmir Raja, Adjunct Professor, Dr.M. Stalin, Professor, Mech., and Dr. Albert Antony Raj S, Associate Professor HoD, Computer applications expounded on criteria-wise requirements of SSR including peer team visit. The mentees got many doubts clarified. They were handed over a time schedule to be adhered to. During the workshop it was decided that a team from SRMIST would visit the five mentee institutes. A.Arokiaraj Jovith, Assistant Professor, IQAC proposed vote of thanks.	IQAC and Accreditation Ambassador to take suitable follow-up action over next one year period.

Sl. No:	Agenda/Discussion topic in the 35 IQAC meeting.	Discussion	Responsibility/ PDC
2.5	Membership in Asia Pacific Quality Network	The Asia-Pacific Quality Network (APQN) is a non-profit, non-government network "to enhance the quality of higher education in Asia and the Pacific region that contains over half the world's population, through strengthening the work of the QAAs and extending the cooperation between them" for its ultimate goal of "Dissolving Boundaries for a Quality Region" according to its Constitution. **By becoming intuitional member we may get the following advantages:** • Participate in APQN Annual Conference (AAC) and AGM as well as APQN on-line forum • Gain our branding through using APQN logo in your website or relative documents • Develop different kinds of collaborations across the distinguished network of QAAs and HEIs through AACs • Co-organize international seminars, workshops or fora together with APQN in your local context • Have the right to apply for APQN Award which occurs once every year • Have access to over 180 consultants in Consultant Data Base and get advice on different and specific QA matters • Receive the electronic APQNews twice every year and Annual Report • Publish our qualified research paper on APQN Academic in Proceedings during AAC every year • Have Access to the electronic periodical of the academic journal "Higher Education Evaluation and Development (HEED) • Have the right to apply for Asia-Pacific Quality Register (APQR) for QAAs	IQAC/31.03.2020

Sl. No:	Agenda/Discussion topic in the 35 IQAC meeting.	Discussion	Responsibility/ PDC
		• Have the right to apply for the accreditation of APQN Quality Label for HEIs. It was decided to initiate the process to get Membership in Asia Pacific Quality Network.	
2.6	Issue of SOP for various functions of University	It was decided that IQAC will start facilitate the Registrar to issue Standard Operating Procedures (SOPs) for various of functions of University. To start with, a SOP may be issued every month.	IQAC – one SOP per month.
2.7	Factsheets (statistical data) for key activities of University	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.	IQAC to continue preparing such factsheets.
2.8	External member Mr. Mr. Vasu Krishnan, Lead Auditor – QMS, suggested that SRMIST may undergo audit under ISO 14001 and ISO 21001:2018 - Educational Organizations Management System or ISO 9001 for limited functions of University like in Registrar's office.	Internal discussion among Directors and Deans will be carried out and further course of action taken.	IQAC 30.05.2020
2.9	Student member Ms. Sanjana Ananth raised the issue of cleanliness in hostels, food courts and canteens	It was decided that Associate director CL will look into this issue on priority basis by co-opting the services of student members and bring about a substantial improvement.	Associate Director, CL First report to be submitted by 30.05.2020

G. Augustine

Prof. G. Augustine Maniraj Pandian
DEAN
Internal Quality Assurance Cell (IQAC)
SRM Institute of Science and Technology
Kattankulathur - 603 203 Kancheepuram District
Chennai, Tamil Nadu, India.

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 34 IQAC meeting scheduled to be held on 9 Jan 2020, 2 pm, at Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building and offer your valuable input.

The agenda points are furnished below:

Agenda for 34 IQAC meeting scheduled on 9.1.2020, 2 pm

1. Discussion on agenda points of previous 33 IQAC meeting (25.11.2019)

2. Discussion on agenda points of current 34 IQAC meeting

   a. Change in nomenclature of Bachelor of Public Health (BPH)

   b. Establishing a new "Centre for Child Rights" under SPH focusing on Child Rights.

   c. Learning Outcome based Curriculum Framework (LOCF) for Faculty of Science and Humanities

   d. Change of name of B.Tech ECE w/s in Biomedical Engineering attached to Department of ECE to B.Tech Biomedical Engineering attached to the School of Bioengineering

   e. Change of name of B.Tech ECE w/s in Instrumentation Engineering attached to Department of ECE to B.Tech Electronics and Instrumentation Engineering attached to the Department of Electronics and Instrumentation Engineering.

Dean/IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 34 MEETING OF THE IQAC

Date : 9. 1.2020
Time : 2 pm
Venue : Dr. Venkataraman Ramakrishnan Hall, 15th Floor, UB

Chairperson : Dr. Sandeep Sancheti, Vice Chancellor

1. Review of 33 Meeting held on 25-11-2019

Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1.1	Release of Team Deck	Team Deck commissioned	IQAC/ITKM
1.2	Uploading student data in National Service Portal	Work in progress and will be completed by 31 Jan. 2020	All academic Directors / Deans and Director (CC)
1.3	Portal for Data capturing	Commissioning of Team Deck in progress. Will be completed by Feb 2020.	IQAC / ITKM

2. Agenda points for the 34 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 34 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Change in nomenclature of Bachelor of Public Health (BPH)	In view of UGC's objection, earlier nomenclature of B.Sc (PH) may be restored	Dean/SPH

Sl. No:	Agenda/Discussion topic in the 34 IQAC meeting.	Discussion	Responsibility/ PDC
2.2	Establishing a new "Centre for Child Rights" under SPH focusing on Child Rights.	During the visit of Nobel laureate Kailash Satyarthi, an assurance was given to start a center. Accordingly "Centre for Child Rights" to function under SPH is recommended.	Dean/SPH
2.3	Learning Outcome based Curriculum Framework (LOCF) for Faculty of Science and Humanities	Engineering programs are already under OBS based on NBA's POs. Hence programs under S&H to be brought under Learning Outcome based Curriculum Framework (LOCF)	Dean/S&H
2.4	Change of name of B.Tech ECE w/s in Biomedical Engineering attached to Department of ECE to B.Tech Biomedical Engineering attached to the School of Bioengineering	In view of the earlier name change, the student admission has been affected. Hence original nomenclature may be restored.	HoD/BME
2.5	Change of name of B.Tech ECE w/s in Instrumentation Engineering attached to Department of ECE to B.Tech Electronics and Instrumentation Engineering attached to the Department of Electronics and Instrumentation Engineering	In view of the earlier name change, the student admission has been affected. Hence original nomenclature may be restored.	HoD/E&I

Dean, IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 33 IQAC meeting scheduled to be held on 25 Oct 2019, 11 am, at Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building and offer your valuable input.

The agenda points are furnished below:

Agenda for 33 IQAC meeting scheduled on 25.11.2019, 11 am

1. Discussion on agenda points of previous 32 meeting (14.08.2019)

2. Discussion on agenda points of current 33 IQAC meeting

- *Fellows in Residence*
- *Review of FIIP*
- *Release of Team Deck*
- *ARIIA 2020*
- *NBA*
- *National Service Portal*
- *Portal for Data capturing*
- *Membership*
- *Any other point from members*

Dean/IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 33rd MEETING OF THE IQAC

Date   :   25.11.2019

Time   :   11:00 AM

Venue :   Dr. Venkataraman Ramakrishnan Hall, 15th Floor, UB

Chairperson :   Dr. Sandeep Sancheti, Vice Chancellor

At the outset Vice Chancellor welcomed the members and introduced Dr. Latha Pillai, Director (Quality Assurance and Rankings) who assumed charge on 18.11.2019.

1.   Review of 32 Meeting held on 14-08-2019

Sl. No:	Agenda/Discussion topic in the 32 IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility / PDC (where applicable)
1.1	Popularizing Yoga	Directorate of sports is starting certificate program ACM42-25 Oct 2019	Director/Sports
1.2	Inclusion of Program outcomes for professional elective courses in B.Tech ECE/Biomedical Engineering programs	POs for Four Open elective courses placed in the ACM42-25 Oct 2019 approved	HoD/BMI/ECE
1.3	Change of nomenclature of MBA Hospital Management program to MBA Hospital Administration	Placed in the ACM42-25 Oct. 2019 and approved.	Dean/MGMT

2. Agenda points for the 33 IQAC meeting

Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Discussion	Responsibility/ PDC
2.1	Fellows in Residence	Vice Chancellor mooted the idea of appointing 'Fellows of Residence'. A feasibility report may be given.	Director (Faculty) 31.01.2020
2.2	Review of FIIP	Around 23 members have shown interest for the odd semester 2019. Faculty members of FIIP are advised to give presentation for the department faculties and students. VC suggested not to allow more than one faculty to visit the same industry.	Director (E&T) 31.01.2020
2.3	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.	Director ITKM IT Dept. Trial Run: 31.12.2019
2.4	ARIIA 2020	ARIIA 2020 data successfully uploaded on 30-10-2019.	IQAC
2.5	NBA	Director (E&T) has identified five programs based on pre-qualifier requirement. Data collection process will start soon. CoE is requested to provide necessary data. IQAC will coordinate the data collection process	CoE Director (E&T) IQAC July 2020
2.6	National Service Portal	National Service Portal in association with MHRD is directing HEIs to register all final year students to help them to find employment. Necessary instructions given to all Deans and Directors. The registration process is	All academic Directors / Deans and Director (CC) 31.01.2020

Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Discussion	Responsibility/ PDC
		initiated and requested to complete it by 31.1.2020. VC suggested Director (Career Centre) to join in and support the process.	
2.7	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.	Director ITKM IQAC Format sharing- 15.12.2019 Pilot version of portal: 31.01.2020
2.8	Membership	SRMIST has become Institutional member and academic partner of Society for professional Ethics and Management. This membership bestows on us the following privileges: • Get free printed copy of the journal (10 years) and soft copy for 20 years • One page free advt. in color once in the first year • Students and faculty can have free access to the journal through the password • Free participation in two seminars organized by the society every year • Participation in competitions organized by the society The membership details have been shared with all faculty members.	IQAC

Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Discussion	Responsibility/ PDC
2.9	Membership	SRMIST has become member of Center for Education Growth and Research and henceforth can enjoy the following privileges: • CEGR is authorized to recommend Academic Institutions pan India for various grants, schemes and opportunities of Two Sector Skill Council under National Skill Development Corporation i.e. Tourism and Hospitality Skill Council and Media and Entertainment and Skill Council. • One page institution details on CEGR website with hyperlink to institution website • Exclusive CEGR event in our campus for students and faculty members from time to time • Support in organizing national seminar and conference in our campus • Free delegate pass for all seminar/conference • Opportunity to collaborate in research activities Details will be shared with all faculty members	IQAC 9.12.2019
Points raised by the members			
2.10	Structured approach to agenda	External Member Mr. Sengathirselvan suggested that agenda points may be structured covering the defined quality parameters.	IQAC From next IQAC meeting

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Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Discussion	Responsibility/ PDC
2.11	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 29.02.2020
2.12	Food Quality within the campus	Director (E&T) suggested to monitor the quality of food in Hostel and Food courts. A monitoring committee comprising of Associate Director (CL), University Health Inspector and Dean-Medical to be formed for coordinating the monitoring process. Deputy Registrar suggested to involve PG students from the Department of Food process	Registrar to form the committee by 31.12.2019 consisting of Associate Director (CL), University Health Inspector, Dean-Medical and Faculty with expertise in Food Process and Quality Control.
2.13	IQAC Meetings	VC suggested to conduct three IQAC meetings in a calendar year in the month of November, March and July.	IQAC
2.14	IQAC student members	VC recommended two pre final year students from Engineering and Non-Engineering background for Student members of IQAC.	IQAC 15.12.2019
2.15	IQAC external member	VC proposed one member from QCI for IQAC – local member.	IQAC 15.12.2019
2.16	Creation of Center of AVR (Augmented Virtual Realty)	VC proposed to set up an AVR center to enhance the quality of teaching learning.	Head, CARE to prepare a proposal by 15.01.2020

Sl. No:	Agenda/Discussion topic in the 33 IQAC meeting.	Discussion	Responsibility/ PDC
2.17	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: • Dengue/malaria/measles/chickenpox prevention • Vaccination drives if required • Medical examination of all students at entry level. Dean (Medical) & Associate Director (CL) to come out with a blue print.	Dean (Medical) & Associate Director (CL) 31.05.2020

Sd.....
Dean, IQAC

Sd.....
Director (Quality Assurance and Rankings)

Sd.....
Vice Chancellor

6

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 32 IQAC meeting scheduled to be held on 14th Aug 2019, 2 pm, at Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building and offer your valuable input.

The agenda points are furnished below:

Agenda for 32nd IQAC meeting scheduled on 14.08.2019, 2 pm

1. Discussion on agenda points of previous 31st meeting (10.05.2019)

    a. Prerequisites for the programs

2. Discussion on agenda points of current 32nd meeting

    a. Popularizing Yoga
    b. Enhancing employability of students
    c. Inclusion of Program outcomes for professional elective courses in B.Tech ECE/Biomedical Engineering programs
    d. Change of nomenclature of MBA Hospital Management program to MBA Hospital Administration

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
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MINUTES OF 32nd MEETING OF THE IQAC (Internal Quality Assurance Cell)
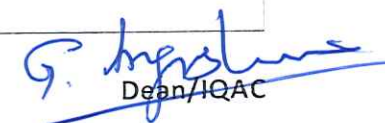
Date   :   14.08.2019

Time   :   2:30 pm

Venue   :   Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building

Chairperson :   Dr. Sandeep Sanchetti, Vice-Chancellor

1.   Review of previous 31st Meeting held on 10-05-2019

Sl. No:	Agenda / Discussion topic in the previous 31st IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1	Prerequisites	Change of prerequisites are placed in the ACM	Dean/MGMT and Director E&T

2.   Agenda for the current 32nd Meeting held on 14.8.2019

Sl. No:	Agenda / Discussion topic in the current 32nd IQAC meeting.	Discussion	Responsibility/ PDC (where applicable)
2	Popularizing Yoga	Directorate of sports to offer certificate programs	Director/sports
3	Enhancing employability of students	CSE Programs introduced in 2018-19 to include employability enhancing courses as a part of curriculum	
4	Inclusion of Program outcomes for professional elective courses in B.Tech ECE/Biomedical Engineering programs	A few courses, especially under electives are not having POs. POs to be included and shown in the syllabus itself.	HoD/CSE
5	Change of nomenclature of MBA Hospital Management program to MBA Hospital Administration	To be placed in the academic council meeting.	Dean/MGMT

Dean/IQAC

Greetings from SRM Institute of Science and Technology!

IQAC of SRM Institute of Science and Technology is pleased to invite you to attend its 31st IQAC meeting scheduled to be held on 10th May 2019, 2 pm, at Dr. Venkataraman Ramakrishnan Hall, 15th Floor, University Building and offer your valuable input.

The agenda points are furnished below:

Agenda for 31st IQAC meeting scheduled on 10.05.2019, 2 pm

1. Discussion on agenda points of previous 30th meeting (01.03.2019)

    a. Open book examinations may be tried at PG level in a few programs

2. Discussion on agenda points of current 31st meeting

    a. Introduction of M.Tech Microelectronics program

    b. AICTE Approval status for programs

    c. Prerequisites for the programs

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 31ˢᵗ MEETING OF THE IQAC (Internal Quality Assurance Cell)

Date   : 10.05.2019

Time   : 2:30 pm

Venue   : Dr. Venkataraman Ramakrishnan Hall, 15ᵗʰ Floor, University Building

Chairperson : Dr. Sandeep Sanchetti, Vice-Chancellor

1. Review of previous 30th Meeting held on 01-03-2019

Sl. No:	Agenda/Discussion topic in the previous 30ᵗʰ IQAC meeting.	Action taken subsequently on the agenda points discussed in the IQAC meeting.	Responsibility/ PDC (where applicable)
1	Open book examinations may be tried at PG level in a few programs	Open book examinations can be tried only after the faculty are given adequate training.	Dean/MGMT and Director E&T

2. Agenda for the current 31ˢᵗ Meeting held on 10.5.2019

Sl. No:	Agenda/Discussion topic in the current 31ˢᵗ IQAC meeting.	Discussion	Responsibility/ PDC (where applicable)
2	Introduction of M.Tech Microelectronics program	Since AICTE's APH did not have the program nomenclature, it could not be included the approval application. The program HoD has to submit the duly approved curriculum and syllabus to AICTE for inclusion in the academic year 2020-21	HoD/E&I
3	AICTE Approval status for programs for the Academic tear 2019-20	The application has been submitted and the EoA from AICTE awaited.	IQAC

Sl. No:	Agenda/Discussion topic in the current 31st IQAC meeting.	Discussion	Responsibility/ PDC (where applicable)
4	Prerequisites for the programs	• Indicative nature but not mandatory to complete the prerequisite course • Courses are compartmentalized in semesters. Not possible to take an advanced course in latter semesters skipping the foundational courses • Mostly students undergo a prerequisite course. • Clearing a prerequisite course is not insisted upon since failure to clear a course may be attributed to reasons like panicking during the end semester exam, unable to sit for the exams due to illness and accidents • The level of foundational courses like mathematics, Physics and Chemistry at school is high in India. • Being a trusted system in India, it works to the advantage of students	Dean/Directors of Faculties

Dean/IQAC

2

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 30th MEETING OF IQAC

Date: 01.03.2019

Time: 04:00 PM

Venue: Sir CV Raman Hall, 15th Floor, University Building

Chairperson: Dr. Sandeep Sancheti, Vice Chancellor

1.1 Review of 29th Meeting held on 02-11-2018

1.1.1 The following measures have been taken to improve MHRD-Swachhta rankings

Rainwater harvesting has been implemented in main campus — CRC block, Hi-Tech building, automobile engineering block- law college, B.Arch, Tech Park, basic engineering block.

Associate director CL to explore the feasibility of zero investment solar energy augmentation.

1.1.2 Video recording of sophisticated research equipment / video recording of lectures

Process initiated to procure necessary video graphic equipment. Dean (Sciences) to follow it up. A video catalogue / brochure can be made for all precious equipment.

Further, in order to improve the quality of class room lectures faculty members can be video graphed while delivering lectures so that they can iron out the flaws in the delivery and class performance.

1.1.3 Organizing Techfests only on holidays

Generally any major event may be restricted to maximum 3-1/2 days with first day starting from Thursday AN.

1.1.4 ISO peer process

Dean (IQAC) shall explore the possibilities of getting units like Registrar's office and hostels ISO certified.

1

1.1.5 HoD hour

Implemented in faculty of engineering and Technology, Kattankulthur. Other units to take up this practice.

1.2 Agenda points for the 30th IQAC meeting

1.2.1 NIRF 2019

Data submitted in Dec. 2018 and verification process is going on. Results will be published in first week of April.

1.2.2 NBA accreditation

B.Tech UG programs Mechatronics Engineering, Aerospace Engineering and Bio technology, and Chemical Engineering to be taken up for accreditation in first phase.

1.2.3 Annual Quality Assurance Report (AQAR)

This report is a NAAC mandated one. Prompt submission of AQAR is a prerequisite for next cycle of NAAC accreditation. NAAC has introduced a new online format from 2018-19 onwards which is very much similar to NAAC SSR itself. It involves voluminous data collection including evidences and uploading. Unless an online portal is created this will not be possible. IQAC and Director ITKM shall create an AQAR portal immediately so that data pertaining to 2018-19 are collected without any further delay.

1.3 Suggestion from members for holistic quality enhancement

Sl. No.	Issue / discussion	Responsibility	PDC
1.	Sewage treatment plant to be maintained properly to improve its efficiency	Associate Director, CI.	31.05.2019
2.	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.	Associate Director, CI.	30.04.2019

Sl. No.	Issue / discussion	Responsibility	PDC
3.	A user friendly app may be developed for booking Guest house rooms for guests/ parents. Also the guest house shall have a dedicated caterer.	Associate Director CL shall put up a proposal	30.04.2019
4.	A scheme of partitioning the main T.P. Ganesan auditorium in order to improve the flexibility of using the same for varied number of audience, may be put up	Associate Director CL, Executive Engineer, Construction (SRMIST) and HoD Architecture under the guidance of Pro VC (P&D)	31.05.2019
5.	Standardized digital notice boards may be positioned in strategic locations	Associate Director CL shall put up a proposal and install at least one notice board at the University Arch or any other appropriate location close to it.	31.05.2109
6.	Data collection about our alumni to be improved a lot. Director (Alumni) and department alumni coordinators shall work in tandem to produce desired results.	Director (Alumni) HoDs	30.06.2019

Sl. No.	Issue / discussion	Responsibility	PDC
7.	In addition to Swatchh Bharat Abhyian (SBA) and Unnat Bharat Abhyian - the schemes through which our students 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.	NSS coordinator (requested to prepare a proposal and submit to the vice chancellor)	By the commencement of next academic year 2019-20
8.	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.	Director / MBA and Dean (S&H) shall prepare a blueprint and submit to the Vice Chancellor.	30.06.2019
9.	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.	Dean Medical / Dean Dental - KTR	By commencement of next academic year 2019-20
10.	SRM Medical College Hospital and Research Center can be made more patient friendly by simplifying the paper work.	Dean Medical	30.06.2019

Sl. No.	Issue / discussion	Responsibility	PDC
11.	An appropriate screening mechanism shall be put in place while admitting transfer students who often find it difficult to acclimatize with the new environs.	Director Admissions	30.06.2019
12.	Students in hostel waste a lot of time in indulging in activities not related to studies. They also tend to become undisciplined. This menace can be reduced by increasing academic rigour as well putting in place some stringent measures like compulsory study hour etc.	Director CL and Faculty directors may come out with an action plan in their respective domains and discuss with the Vice Chancellor	30.06.2019
13.	Food waste in hostels and canteens to be reduced	Director CL shall study the issue submit an action plan with innovative schemes.	30.05.2019
14.	A user friendly app may be developed for booking SRM vehicles for bringing in academic guests.	GM (Transport) in consultation with ITKM shall submit a proposal to the Vice Chancellor.	30.06.2019
15.	Department level one day orientation programme for faculty members may be planned at the commencement of academic year	All faculty Directors	By commencement of next academic year 2019-20

Sl. No.	Issue / discussion	Responsibility	PDC
16.	Students with CGPA >9.0 may be exempted from having minimum attendance of 75%.	Feasibility of incorporating it in the regulations may be explored by faculty Directors and CoE.	30.04.2019
17.	All members of SRM family shall be quality conscious and bring to the authorities concerned any instances of compromise in quality – be it academic, non-academic or physical. Staff and students shall be sensitized to violations of quality.	All faculty Directors shall educate their staff and students on this.	By commencement of next academic year 2019-20
18.	Open book examinations may be tried at PG level in a few programs	Director (E&T) Dean (S&H) and CoE may take the initiative.	30.06.2019
19.	A faculty hand book shall be prepared	Dean, IQAC	30.06.2019
20.	Number of members of IQAC may be increased to include representatives from Quality Council of India (QCI) and Indian Institute of Quality Management (IIQM)	Dean, IQAC	31.05.2019
21.	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.	All concerned	As mentioned.
22.	Next meeting may be scheduled after consulting the availability of external members.	Dean, IQAC	31.05.2019

6

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

07.03.2019

Prof. G. Augustine Maniraj Pandian

Dean, IQAC

Dear sir,

Sub: Internal Quality assurance Cell (IQAC)– 30th meeting held on 1st Mar. 2019– **Forwarding of minutes– – Reg.**

Minutes of 30th   Internal Quality assurance Cell meeting held on 1st Mar. 2019 are forwarded herewith.

G. Augustine Maniraj Pandian

Dean (IQAC)

Mobile : 8754593529

dean.iqac@srmuniv.ac.in

To

The members of IQAC and all concerned

8

Vice Chancellor and the members of IQAC appreciated the efforts put in by the IQAC team Mr. R. Neelangandan, Mr. A. Jovith and Ms. R. Thenmozhi in successfully uploading exhaustive metadata on our faculty and students in MHRD's AISHE (All India Survey on Higher Education) portal for the year 2018-19.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 29th MEETING OF THE IQAC

Date: 02.11.2018

Time: 11:00 AM

Venue: Sir CV Raman Hall, 15th Floor, University Building

1.1 Review of 28th Meeting held on 23-07-2018

1.1.1 Measures to improve our ranking in National Institutional ranking framework (NIRF-19) through improving the perception of academics and employers on SRMIST

- News on key events/activities being sent to academic and employer peers regularly which will improve their perception on SRMIST.
- ITKM has conducted training programs for top administrators on how to engage with social media like Facebook, Linkedin
- In UG - Engineering curriculum (2018-19), every course is linked with an external academic/industry expert

1.1.2 Accreditation by NBA

It is proposed to go for NBA Accreditation for core engineering disciplines that are not accredited by IET and ABET.

1.1.3 Improving Alumni interaction

Membership cards to be issued to Alumni to offer discounts in SRM Transports, SRM Hotels and SRM Hospitals and campus guest house.

1.2 Agenda Points for the 29th meeting

1.2.1 NAAC Accreditation in III cycle

The National Assessment and Accreditation Council Accredited the SRM Institute of Science and Technology with CGPA of 3.55 on seven point scale at A grade valid up to August 15, 2023. IQAC recorded its profound appreciation of all faculty members, non-teaching staff, administrators and top management who all worked tirelessly to achieve this resounding success.

1.2.2 QS – India / BRICS / Asian and The world Rankings

Our positions in various rankings are as follows:

RANKING BY THE (Times Higher Education - UK)

World Ranking-2019 : 1001+

Asian Ranking-2018 : 301-350

SUBJECT RANKING

Engineering and Technology : 601-800

Computer Science : 601+

Pre-clinical, Clinical & Health : 601+

RANKING BY QS (Quacquarelli Symonds - UK)

BRICS Ranking-2019 : 261-270

Asian Ranking-2019 : 351-400

Indian Ranking-2019 : 56-60

1.2.3 QS – IGUAGE Rating

SRMIST is awarded "DIAMOND" overall rating in QS-IGUAGE

1.2.4 Measures to improve MHRD-Swachhta rankings

SRMIST is given 24th rank in Swachhta Ranking.

Associate Director (CL) gave suggestions on improving Rain water harvesting scheme and solid waste management. He told that the plan is to install 1 Megawatt solar plant within the institution in addition to 490 KW already implemented. VC advised to increase it to 2 Megawatt.

Director (E&T) suggested to have rain water harvesting facilities in every building within the SRMIST campus. He suggested to get help from Civil Engineering department to install solar power plants. Sewage treatment plant is to be enforced within the campus. He also advised to take necessary measure for hostel mess wastages.

Director (E&T) suggested that faculties from various departments like Civil Engineering, Mechanical Engineering and Electrical Engineering can be brought in for getting assistance in the implementation process.

1.2.5 NIRF-19

This year we have included the discipline of Architecture and the process of data collection is on.

1.2.6 Feasibility of increasing the B.Tech credits from 160-170

The external expert suggested to bring in more number of Job ready courses.

Some of the Mandatory courses are not having credits in our curriculum. Director (E&T) suggested to incorporate credits for those courses.

VC suggested to increase the number of MOOC courses as we have only 2 MOOC courses in practice.

1.2.7 Incentives for guides for every completed Ph.D

Incentives can be given to Ph.D guides for motivation and to increase the number of Ph.Ds within the stipulated time.

1.2.8 Video recording of sophisticated research equipment (c4)

Dean sciences agreed to procure sophisticated research equipment for video tutorial recording purposes.

1.2.9 Organizing Techfests only on holidays

Techfests can be inaugurated on Friday afternoon session and can be continued on the following week end days.

1.3. Any other point

- External member advised to go for ISO peer Process.
- HOD hour is to be allocated for feedback mechanisms.
- External members are receiving Spam mails from Chinese companies and asked us to take necessary action through ITKM Tech support.
- External members suggested to do quick audit of incubation centers.
- External members recommended to bring in more number of professional and certification courses. By introducing more number of IOT and Mathematical modeling courses, students can get the employment as fresher consultants in an easy way.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

01.08.2018
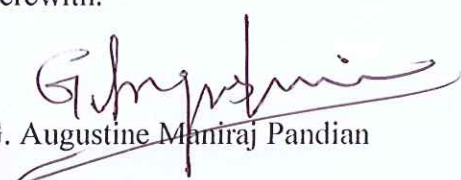
Prof. G. Augustine M Pandian

Dean, IQAC

Dear sir/madam

Sub: Internal Quality assurance Cell (IQAC)- 28th meeting held on 23rd July 2018– Forwarding of minutes- – Reg.

Minutes of 28th Internal Quality assurance Cell meeting held on 23rd July. 2018 are forwarded herewith.

G. Augustine Maniraj Pandian

Dean (IQAC)

Mobile : 8754593529
pccordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 28th MEETING OF THE IQAC

Date: 23-07-2018

Time: 10:00 am

Venue: Big Conference Hall, 15th Floor, University Building

1.1 Review of 27th meeting held on 26-3-2018

1.1.1 NIRF-2018 submission

NIRF-18 data submitted and the rankings were released on 03.04.2018. The ranks of SRMIST under various categories are:

University	41
Engineering	46
Medicine	22
Pharmacy	27
Management	51-75

The members were informed that two committees had been constituted – 1. Functional Committee 2. IQAC coordinators committee - to come with new ideas and ensure that data collection, compilation, collation and submission are carried out meticulously.

1.1.2 QS/THE data submission

Data for QS/THE ranking processes have been submitted and THE has ranked SRMIST 1000+.

1.1.3 Participation in QS- I-Gauge rating

In view of impending NAAC visit the deadline for data submission has been extended up to 16.08.2018.

1.2   Agenda Points

1.2.1 Measures to improve our ranking in National Institutional Ranking Framework (NIRF-19)

- One of the areas where SRMIST can improve its score is on perception of peers and employers.
- More alumni working in industry to be actively engaged to obtain better feedback from industry on SRMIST. Efforts to keep the HR personnel abreast of the happenings /events at SRMIST are welcome, though they may not yield expected dividends.
- Alumni from industry shall be involved in Board of Studies, guest lectures, and teaching of industry centric course modules which will lead not only to better perception but also result in value addition to both faculty and students.
- Social media platforms also to be explored for improving perception.
- It was suggested that for better data collection the formats be made available well in advance to avoid incomplete data submission.

1.2.2 Accreditation by NBA

- Though nine of the programs at Kattankulathur campus have been accredited either by commissions of ABET or IET, NBA accreditation shall be sought for since NBA accreditation is on par with ABET's in view of NBA becoming a signatory to Washington Accord.
- Since NBA also has adopted ABET/IET accreditation methodology, it will be easier to get NBA accreditation, for those programs which have been already accredited, to be followed by rest of the programs.
- In 3-4 years' time all UG programs are to be NBA accredited.

1.2.2 Improving Alumni interaction

- On many an occasion alumni inputs are not taken seriously or implemented even if accepted. Alumni can be our best critics and their viewpoints are invariably for the betterment of institution.
- Hence quantum of alumni interaction shall be scaled up considerably.
- One way to keep the alumni network alive will be to keep them in contact through their personal e-mail ids since institution provided e-mail ids are seldom used after graduation.
- Alumni newsletters shall be sent from department since alumni easily identify themselves with their respective departments and a mechanism has to be evolved to achieve this.
- Alumni shall be requested to join BoS members.
- Alumni membership cards to be issued and shall be encouraged to make use of institutional facilities like guest houses, swimming pools, gymnasiums etc.
- Focus should also on what alma mater can do for its alumni rather than the other way round.

1.2.3 Syllabus for E&T programs as per AICTE's model curriculum

- Action to be initiated to prepare detailed syllabus for III-VIII semesters of E&T programs keeping the AICTE model syllabus in mind.
- The process is to be completed by Nov. 2018.
- Students may be asked to give their feedback on the proposed new 2018 curriculum.

1.2.4 Forthcoming National Assessment and Accreditation Council (NAAC) Peer Team visit – 02-04 August 2018

- Members were informed that NAAC peer team will be visiting the campus for III cycle of accreditation and the institute is fully geared up to ensure that the accreditation visit goes off successfully.

1.2.3 General points raised during discussion

- IQA shall be driven by Vision and Mission of the institute rather than by the ever changing approval/accreditation demands.
- Though quality enhancement may help the institute in branding itself, branding shall not be reason for quality measures.
- Class room teaching shall focus more on application side without compromising theoretical concepts.
- Since SRMIST participates in different types external audits in the form of approval processes, accreditation, reviews by UGC/MHRD/ Statutory councils etc. it shall develop a robust system so that all data are readily available anytime and kept updated all the time.
- Further, systems and processes shall aim more at overall quality enhancement rather than to satisfy a particular accrediting or approving agency.
- Courses to be designed to meet broad industry needs.
- Specialized programs are going to be the order of the day. For example CSE with specialization in AI/ IOT or ECE with sensor technology rather than simple CSE or ECE.
- Concepts of machine learning, mathematical modeling, cyber – physical link, cyber security and cyber safety, data science, data analysis shall be taught at UG level with depth.
- M.Tech programs may be highly sought after since they focus on specialization.
- In near future, industry will come to institute to find solutions to its problems. Institutes shall be geared up to meet them headlong. Towards this end, spade-work shall start from now on and the first step shall be to advertise the labs, facilities, equipment among the industries so that they become cognizant of them.
- Course contents shall be revised, updated, and scaled up to meet the refined the hiring demands of industry as dictated by automation and AI and shall focus on problem solving taking into account realistic design constraints.
- Any activity shall be based on P-D-C-A (Plan-Do-Act-Check) to ensure efficiency, effectiveness and continuous improvement.
- SRMIST to scale up its checks - and – balances system to match with the expansion it has undergone.
- Feedback mechanism shall be routine and not to be driven by events.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

19.03.2018

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir/madam

Sub: Internal Quality assurance Cell (IQAC)- 27th meeting to be held on 26th March 2018– intimated – Reg.

I wish to inform you that the **27th** meeting of the Internal Quality Assurance Cell of SRM Institute of Science and Technology will be held as per the details indicated below:
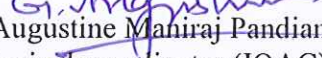
Agenda:

1. **Review of 26th meeting held on 12-12-2017**
2. **NIRF-2018 submission**
3. **Data submission for QS/THE**
4. **Participation in QS I- Gauge Rating**

Date and Time : 26th March 2018 (Monday) at 04:00 pm

Venue: Conference hall of Registrar's office

Members are requested to attend the meeting and participate in the deliberations

G. Augustine Mahiraj Pandian
Principal coordinator (IQAC)
Mobile : 8754593529
pcoordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
(Deemed to be University under section 3 of UGC Act 1956)
MINUTES OF 27th MEETING OF THE IQAC

Date: 26-03-2018

Time: 04:00 pm

Venue: Conference Hall of Registrar's office

This is the first meeting chaired by the new Vice Chancellor of SRMIST Prof. Sandeep Sancheti and the meeting commenced with members greeting him warmly and wishing him well.

1.1 Review of 26th meeting held on 12-12-2017

1.1.1 NAAC-18 status

Consequent upon the submission of IIQA to NAAC, they approved the same on 28 Dec. 2017. The SSSR was submitted on 28.02.2018 the due date.

1.1.2 Choice Based curriculum of S&H programs

As suggested in the 26th meeting of IQAC, revised curriculum and syllabus in tune with the choice based curriculum to be adopted from 2018-19 was approved in the 37th Academic Council held on 22.03.2018

1.1.3 Choice Based curriculum of E&T programs

As suggested in the 26th meeting of IQAC, revised curriculum and syllabus in tune with the AICTE model curriculum 2018-19 for I and II semesters were approved in the 37th Academic Council held on 22.03.2018. Earlier to that, SRMIST submitted the application to AICTE for approval of its UG and PG programs under E&T, Pharmacy, MBA and MCA.

1.2 Agenda Points

1.2.1 NIRF-2018 submission

The complete verification process of NIRF data submitted was completed including the clarifications and modifications. As per the directions of NIRF medical consultancy amount of patients was removed from the finance data. Further data under other heads were also revised.

1.2.2 QS/THE data submission

QS/THE data submission was completed.

1.2.3 Participation in QS- I-Gauge rating

On the initiative of IQAC, SRMIST decided to participate in the India centric rating process of QS known as QS- I- Gauge. The data submission will be complete by 31.05.2018.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)
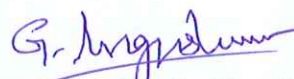
28.03.2018

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir/madam

Sub: Internal Quality assurance Cell (IQAC)- 27th meeting held on 26th Mar. 2018– Forwarding of minutes- – Reg.

Minutes of **27th** Internal Quality assurance Cell meeting held on **26th Mar. 2018** are forwarded herewith.

G. Augustine Maniraj Pandian

Principal coordinator (IQAC)

Mobile : 8754593529
pccordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

4.12.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir/madam

Sub: Internal Quality assurance Cell (IQAC)- 26th meeting to be held on 12Dec.. 2017– intimated – Reg.

I wish to inform you that the **26th** meeting of the Internal Quality Assurance Cell of SRM Institute of Science and Technology will be held as per the details indicated below:

Agenda:

1. **Review of 25th meeting held on 25-09-2017**
2. **NAAC- 18 status**
3. **Choice Based curriculum for S&H programs**
4. **Choice Based curriculum for E&T programs**
5. **CAC of ABET visit of B.Tech IT program of Kattankulathur campus**

Date and Time : 12th Dec. 2017 (Tuedsday) at 04:00 pm

Venue: Conference hall of Registrar's office

Members are requested to attend the meeting and participate in the deliberations.

G. Augustine Maniraj Pandian
Principal coordinator (IQAC)
Mobile : 8754593529
pcoordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 26ᵗʰ MEETING OF THE IQAC

Date: 12-12-2017

Time: 04:00 pm

Venue: Conference Hall of Registrar's office

1.1 Review of 25th meeting held on 25-09-2017

1.1.1 Application for Institution of Eminence (IoE)

IoE application was submitted in time

1.2 Agenda Points

1.2.1 NAAC-18 status

IIQA was submitted on 5th Dec. 2017 which is likely to be approved in III week of Dec. 2017. Meantime SSR preparations are on.

1.2.2 Choice Based curriculum for S&H programs

Curriculum and syllabus for UG/PG programs under F-S&H to be revised from 2018-19 onwards so that they are in tune with the Choice Based curriculum

1.2.3 Choice Based curriculum for E&T programs

The committee members suggested that F-E&T shall get approval of AICTE for all E&T programs in all campuses. The members also suggested that the regulations, curriculum, and syllabus to be revised from 2018-19 onwards so that they are in tune with the AICTE model curriculum to be released soon.

1.2.4 CAC of ABET visit of B.Tech IT program of Kattankulathur campus

Computing Accreditations Commission of ABET comprising 2 members visited B.Tech IT program of Kattankulathur campus during 8-10 Oct. 2017 for II cycle of accreditation. The team gave a clean chit to the program and no weakness/deficiency was found. The resuts are expected in August/September 2018.

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

14.12.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir/madam

Sub: Internal Quality assurance Cell (IQAC)- 26th   meeting held on 12th Dec. 2017– Forwarding of minutes- – Reg.

Minutes of **26th**   Internal Quality assurance Cell meeting held on **12th Dec. 2017**are forwarded herewith.

G. Augustine Maniraj Pandian

Principal coordinator (IQAC)

Mobile : 8754593529
pccordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

28.09.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir,

Sub: Internal Quality assurance Cell (IQAC)- 25th meeting held on 25th
Sep. 2017– Forwarding of minutes- – Reg.

Minutes of 25th Internal Quality assurance Cell meeting held on 25th Sep. 2017are
forwarded herewith.

G. Augustine Maniraj Pandian

Principal coordinator (IQAC)

Mobile : 8754593529
pccordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 25th MEETING OF THE IQAC

Date: 25-09-2017

Time: 04.00 pm

Venue: Conference Hall of Registrar's office

1.1 Review of 24rd meeting held on 22-06-2017

1.1.1 ABET's CAC visit –B.Tech IT Program- KTR

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 is

scheduled in Oct. 2017.

1.1.2 NAAC 3rd cycle of accreditation

Opening meeting was conducted, steering committee formed and the formats were discussed and timeline fixed. It was decided to upload the documents once the window opens in Nov. 2017.

1.2 Agenda Points

1.2.1 Application for Institution of Eminence (IoE)

Principal Coordinator IQAC stated that the management has decided to apply for IoE. Vice Chancellor in charge opined that we have to prepare a detailed report which involves cooperation of all the faculty.

1.2.2 Swachhata Ranking Participation

SRM University participated in the ranking process and was shortlisted and invited to the award giving ceremony and received a participation certificate.

1.2.3 UGC expert committee visit

Principal coordinator informed the members that the UGC /AICTE expert committee visit went off smoothly.

Prof. G. AUGUSTINE MANIRAJ PANDIAN
Principal Coordinator (IQAC)
SRM UNIVERSITY
SRM Nagar, Kattankulathur
Kancheepuram 603 203.
Tamil Nadu

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

13.09.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir,

Sub: Internal Quality assurance Cell (IQAC)– 25th meeting to be held on
25th Sep. 2017– intimated – Reg.

I wish to inform you that the 25th meeting of the Internal Quality Assurance Cell of SRM Institute of Science and Technology will be held as per the details indicated below.
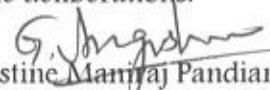
Agenda:

1. Review of 24rd meeting held on 22-06-2017
2. Application for Institution of Eminence (IoE)
3. Swachhata Ranking Participation
4. UGC expert committee visit

Date and Time :   25th Sep. 2017 (Monday) at 04.00 pm

Venue: Conference hall of Registrar's office

Members are requested to attend the meeting and participate in the deliberations.

G. Augustine Manipaj Pandian
Principal coordinator (IQAC)
Mobile : 8754593529
pcoordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

27.06.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir,

Sub: Internal Quality assurance Cell (IQAC)- 24th meeting held on 22th June 2017- Forwarding of minutes- - Reg.

Minutes of **24rd** Internal Quality assurance Cell meeting held on **22th June 2017**are forwarded herewith.

G. Augustine Maniraj Pandian

Principal coordinator (IQAC)

Mobile : 8754593529
pccordinator.iqac@ktr.srmuniv.ac.in

To

The members of IQAC

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

MINUTES OF 24ᵈ MEETING OF THE IQAC

Date: 22-06-2017

Time: 04:00 pm

Venue: Conference Hall of Registrar's office

1.1 Review of 23rd meeting held on 17-02-2017

1.1.1 Courses aimed at helping students opting for higher studies

CDC placed the proposals in 33ʳᵈ Academic Council for offering courses in the weekends and during weekdays after the class hours to help students in their preparion for GATE and CAT. The proposals were approved in the academic council and the classes would commence from academic year 2017-18.

1.1.2 QS rating

Data has been submitted and verification is in progress.

1.2 Agenda Points

1.2.1 ABET's CAC visit –B.Tech IT Program- KTR- SSR submission

Principal coordinator IQAC informed that the SSR preparation for reaccreditation of B.Tech IT program of Kattankulathur campus was complete and would be uploaded in the third week of June 2017.

1.2.2 NAAC 3rd cycle of accreditation

Principal coordinator IQAC informed that the NAAC formats were being revised and preparations would start once the revised formats were made available.

1.2.3 NIRF-17 Ranking results

The ranking obtained by SRM Univeristy is:

Overall – 34th

Engineering – 35th

Pharmacy – 9th

Vice Chancellor complimented all the faculty and staff for submitting the data in time and the IQAC for timely uploading.

He went through the analysis report prepared by IQAC and suggested that there is a lot of scope in improving (a) Perception (b) Research output (c) Increasing the percentage of faculty with PhD.

The meeting came to an end with thanks to the chair.

Prof. G. AUGUSTINE MANIRAJ PANDIAN
Principal Coordinator (IQAC)
SRM UNIVERSITY
SRM Nagar, K   603 203.
Kanchepur   Tamil Nadu

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University under section 3 of UGC Act 1956)

16.06.2017

Prof. G. Augustine M Pandian

Principal Coordinator, IQAC

Dear sir,

Sub: Internal Quality assurance Cell (IQAC)- 24th meeting to be held on 22nd JUNE 2017- intimated - Reg.

I wish to inform you that the **24th** meeting of the Internal Quality Assurance Cell of SRM Institute of Science and Technology will be held as per the details indicated below:

Agenda:

1. Review of 23rd meeting held on 17-02-2017
2. ABET's CAC visit –B.Tech IT Program- KTR- SSR submission
3. NAAC 3rd cycle of accreditation
4. NIRF-17 ranking

Date and Time : 22nd June 2017 (Thursday) at 04:00 pm

Venue: Conference hall of Registrar's office

Members are requested to attend the meeting and participate in the deliberations.

G. Augustine Maniraj Pandian
Principal coordinator (IQAC)
Mobile : 8754593529
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To

The members of IQAC