



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: SVCET/IQAC/2024-2025/11

Date:14.10.2024

To

All the members of IQAC,
Sri Venkateshwaraa College Of Engineering and Technology,
Puducherry.

Dear Sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Eleventh meeting to be held on 18th October- 2024

Intimated-Reg.

I wish to inform you that the Eleventh meeting of the Internal Quality Assurance Cell (IQAC) of Sri Venkateshwaraa college of Engineering and Technology will be held on 18th October 2024 (Friday) at 11 am in the Board Room, SVCET.

The Agenda for the meeting is listed below:

1. Action taken report for previous meeting
2. Preparation of AQAR
3. Conduction of value-added courses for all Department
4. Discuss of the previous semester's Result Analysis Department wise
5. Budget.
6. Discuss and Planning for Alumni Meet conduction.
7. Student development activities.
8. Placement Activities.
9. Faculty Development Activities.
10. R & D/ CII/IIC/EDC/ISTE Activities
11. NSS /WEC Activities.
12. Any others.

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

Thanking you

Dr.V.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

18.10.2024

Dear sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Eleventh meeting held on 18th October 2024- forwarding minutes - Reg.

Minutes of Eleventh Internal Quality Assurance Cell meeting held on 18th October 2024 are forwarded herewith.

Dr.V.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC

To,

- i) The Members of IQAC
- ii) Administrative Officer
- iii) IQAC File



Minutes of Eleventh IOAC Meeting

Date: 18.10.2024

Venue: Board Room

Time: 11.00 am 1.00 pm

Chairperson: Dr.S.Pradeep Devaneyan, Principal

Members Present: (As in the annexure)

Dr.V.Nagaraj, Dean / IQAC presented the report while also outlining the institution's aims, objectives, strategy, functions, benefits, follow-ups, duties, and obligations of its members. He outlined the meeting's agenda and invited the participants to express their opinions.

1. Action taken report for the 10th IQAC meeting

The action Taken report for the previous IQAC meeting was briefed by the IQAC Dean Dr.V.Nagaraj.

S.NO	POINTS DISCUSSED	ACTION TAKEN
1.	Planning and preparation for the new semester.	Workshop, guest lecture and extra-curricular activities are conducted as per the schedule. Faculty members are distributed the course material and question bank to the students and monitor by the HOD of all the department.
2.	Commencement of first year students and planning for bridge courses	First year B.Tech are commenced on September 2024 and first year MBA commenced on 9 th October 2024 Regular class committee meeting are conducted for I year B.Tech and MBA Department. Subjects are allotted as per the preference given for I year B.Tech and MBA Department Staffs
3.	Review of the previous semester's activities and outcomes	Reviewed the odd semester activities and planning for even semester activities for AY 2024-2025
4.	Student development activities	Eduskill cohort 8 course are successfully completed by all the department students and also got the internship certificates for courses. Students are undergone the internship to the MOU signed company to develop their skill in the fields. Faculty members of various department to insisted the student to attended the workshop, paper presentation etc in others college.



		VAC is conducted as per the schedule for all the departments. Our CSE department are got short listed in SIH 2024 finale.
5.	Alumni talk.	Alumni talk are conducted by Department of computer science, Electronic and communication engineering and Biomedical engineering.
6.	Placement Activities.	Organized various on campus recruitment and Placement training for qualified Students and also students are interested to attend the off campus and got placed in all the department.
7.	Faculty Development Activities	Faculty are attended many ATAL FDP ,PDP ,seminar, workshop conducted either online or offline mode.
8.	R & D/ CII/IIC/EDC/ISTE Activities	MoU's are signed in standard company and students are undergone the internship in their company. Various club and cell are organized the workshops and seminars for our staffs with reputed resource person
9.	NSS /WEC Activities.	Events Organized reviewed by the Committee and they were Satisfied with all the Reports. NSS conducted any activities through this club.
10.	Award and recognition	Our chairman Sri B.Ramachandiran has received the education change maker award by ICT academy on 8 th October 2024. SVCET has been recognized with a partnership certificate by MongoDB along with ICTACT on 8 th October 2024. Our Principal Dr.S.Pradeep Deveneyan has been awarded as Best Professor mechanical engineering under the category best service to the society by Pondicherry sychronisation of knowledge and information networ S.K.I.N forum. SVCET have bagged five awards and recognition during EDUSKILLs Foundation conclave 2024 which was held at New Delhi Ranked 40 th position in Times India survey and also 5 th Rank in Tamilnadu and Puducherry. Green audit and energy audit reports are prepared. Website are up to date .



2. Preparation of AQAR

- AQAR review meeting conducted for each criteria and criteria in charges.
- Planned to upload the document in the mid of the December 2024

3. Conduction of value-added courses for all Department.

- Successfully conducted the Value-added courses for all the department and provided the certificates to the students

4. Discuss of the previous semester's Result Analysis Department wise

- Faculty are provided the Excellent results in all the department for the Even semester AY 2023-2024.
- Principal insisted to focus on the second year result for fore coming odd semester to improve the overall result in the AY 2024-2025 .

5. Budget

- Laboratory equipment upgrades for NEP syllabus
- Conduction of Faculty development program budget.
- Library enhancement like new book purchasing , e- resources and subscription etc
- Purchasing of software and licensing

6. Discuss and Planning for Alumni Meet conduction.

- Each department are insisted to conduct the alumni talk and alumni meet.
- Planning to honor our passed out civil department 5 students got government job under the Puducherry government like junior engineer and overseer.

7. Student Development Activities

- Department level contests are to be conducted and price money will be provided thereby student s are encouraged
- Students should be encouraged to participate in the National or International events organized by various government / non-government institution.



8. Placement Activities.

- A thorough plan for future placement drives, including cooperation with businesses and industry experts, was given by the placement coordinator.
- The group talked about setting up workshops for students to construct their resumes, practice interviews, and career counselling sessions.
- We took note of suggestions for improving alumni engagement for placement chances.
- All eligible students have to be placed in this academic.

9. Faculty Development Activities.

- Faculties should visit industries in next semester and to identify their problems and provide solutions through projects to increase the learning process.
- Faculties are requested to provide in depth knowledge to the students in their area.
- Faculties are requested to explain the concepts through various simulation software, practical demonstration and videos for deep understanding
- Faculty members were directed to publish at least one paper in Journals indexed in SCV/Scopus/UGC- CARE Journals and submit proposals to the relevant funding agencies. These parameters will help us to score good ranking in NIRF/Magazines.
- Faculty members were instructed to attend ATAL FDP, participate in NPTEL, SWAYAM, etc.,
- Encourage the faculty members do their higher studies.
- Faculty members are requested to the arrange the Funded program like ATAL etc fore coming semester.

10. R & D/ CII/HC/EDC/ISTE Activities

- Online or offline programmes are proposed to be conducted for various associations, cells, clubs and student chapter.

11. NSS /WEC Activities.

- NSS/WEC activity plan discussed and the events are arranged for the Academic year 2024-2025.
- Various NSS activities are conducted in those places like Pondicherry rock beach, pangur etc.
- Reviewed the Organized Events.

12. Others

- Our SVGI groups collaborated with Tamilnadu Fashion Pagent Association and Rotary Club will be organize the Mr, Miss and Mrs Pondicherry in our venue.



srivenkateshwaraa
College of Engineering & Technology

ASPIRE TO EXCEL
Ariyur, Puducherry-605 102.



- To updates the Website periodically.
- Website shall be updated continuously with all Activities on time to time.

Principal and chairperson of IQAC thanked all the members of IQAC for their participation and active involvement in the discussions

Dr.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



12. Others

- Feedback from various stakeholders- Analysis of Student's feedback about the faculty members and parent's feedback were reviewed-The Action taken reports from the Departments will be reviewed for its completion.
- Our institution working for the All India Ranking.
- To updates the Website periodically.
- Website shall be updated continuously with all Activities on time to time.

Principal and chairperson of IQAC thanked all the members of IQAC for their participation and active involvement in the discussions

Dr.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



**INTERNAL QUALITY ASSURANCE CELL (IQAC) MINUTES
OF MEETING - 11
DATE: 18.10.2024
MEMBERS PRESENT**

S.NO	COMPOSITION AS PER NAAC	SIGNATURE	SIGNATURE
1.	Chairperson: Head of the Institution	Dr. S. Pradeep Devaneyan Principal-SVCET	
2.	H.O.D/Department Member's	Dr. K. B. Jayarraman, Vice Principal	
		Dr. N .Balaji, Dean & HOD - CSE	
		Dr. B. MagimaiRaj, HOD - MECH	
		Mr. R. Venkedesh, HOD - EEE	
		Mr. S. Balaji, HOD - BME	
		Mr. V. Ganesan, HOD - S&H	
		Mrs. A. Anitha, HOD - MBA	
3.	Management Representative	Dr. B. Vidhya, Chief Operating Officer, SVGI	
4.	Senior Administrative Officer	Mr. Soundharajan, General Manager	
5.	Member	Mr. J. Anandharaj, Placement Officer	
6.	Member	Mrs. Santhalakshmi, Librarian	
7.	Member	Mr. R. Kumaravel, Physical Director	
8.	Nominee from Industrialists (Member)	Mr. M. Yogeesh Kumar Team Lead LTI MindTree	
9.	Members from students	Amal Peter.A	
10.	Members from Alumni	Viknesh.V [2018-2022] Network & Security EngineerTCS	
11.	Members from Parent	Mr. S. Vadivel F/O Sathish [Reg.No17TB2922] NO: 26, Namachivayam Nagar, V.Manaveli, Puducherry-605 110	
12.	IQAC Dean	Dr.V.Nagaraj, HOD - ECE	



srivenkateshwaraa
College of Engineering & Technology

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Ariyur, Puducherry-605 102.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: SVCET/IQAC/2024-2025/10

Date:03.06.2024

To

All the members of IQAC,
Sri Venkateshwaraa College Of Engineering and Technology,
Puducherry.

Dear Sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Tenth meeting to be held on 07th June 2024
Intimated-Reg.

I wish to inform you that the Tenth meeting of the Internal Quality Assurance Cell (IQAC) of Sri Venkateshwaraa college of Engineering and Technology will be held on 07th June 2024 (Friday) at 11 am in the Board Room, SVCET.

The Agenda for the meeting is listed below:

1. Action taken report for previous meeting
2. NAAC
3. Planning and preparation for the new semester.
4. Commencement of first year students and planning for bridge courses.
5. Review of the previous semester's activities and outcomes.
6. Student development activities.
7. Alumni talk.
8. Placement Activities.
9. Faculty Development Activities.
10. R & D/ CII/IIC/EDC/ISTE Activities
11. NSS /WEC Activities.
12. Any others.

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

Thanking you

Dr.V.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



srivenkateshwarraa
College of Engineering & Technology

ASPIRE TO EXCEL
Ariyur, Puducherry-605 102.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

07.06.2024

Dear sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Tenth meeting held on 07th June 2024- forwarding minutes - Reg.

Minutes of Tenth Internal Quality Assurance Cell meeting held on 07th June 2024 are forwarded herewith.

Dr.V.NAGARAJ
Dean/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC

To,

- i) The Members of IQAC
- ii) Administrative Officer
- iii) IQAC File



Minutes of Tenth IQAC Meeting

Date: 07.06.2024

Venue: Board Room

Time: 11.00 am 1.00 pm

Chairperson: Dr.S.Pradeep Devaneyan, Principal

Members Present: (As in the annexure)

Dr.V.Nagaraj, Dean / IQAC presented the report while also outlining the institution's aims, objectives, strategy, functions, benefits, follow-ups, duties, and obligations of its members. He outlined the meeting's agenda and invited the participants to express their opinions.

1. Action taken report for the 9th IQAC meeting

The action Taken report for the previous IQAC meeting was briefed by the IQAC Dean Dr.V.Nagaraj.

S.NO	POINTS DISCUSSED	ACTION TAKEN
1.	Review and confirmation of Commencement of Odd Semester Classes (1 year)	Academic scheduled are prepared and follow the schedule properly. Subjects are allotted as per the preference given.
2.	Academic Activities	Regular class committee meeting are conducted and got the better improved in their students studies. Staffs are completed the even semester course file and log book and verified by their respective HoD's.
3.	Students Development Activities.	Students are undergone the internship to the various company to develop their skill in the fields. Faculty members of various department to insisted the student to attended the workshop, paper presentation etc in others college. VAC is conducted as per the schedule for all the departments
4.	Placement Activities.	Organized various on campus recruitment and Placement training for qualified Students and also students are interested to attend the off campus and got placed.
5.	Faculty Development Activities.	Faculty are attended many ATAL FDP ,PDP ,seminar, workshop conducted either online or offline mode.
6.	R & D/ CII/IIC/EDC/ISTE Activities	Three MoU's are signed in standard company and students are undergone the internship in their company.



7.	NSS /WEC Activities.	Events Organized reviewed by the Committee and they were Satisfied with all the Reports. NSS club many activities are conducted like women's day, election awareness, new voter registration, silent walkton, environmental foundation of India and CPR training
8.	Award and recognition	Website are up do date now onwards.

2. NAAC

- The existing student member has graduated. To maintain the representation of the student body has been nominated as the new student member. The members unanimously approved the nomination. The IQAC composition will be updated accordingly.

3. Planning and preparation for the new semester.

- The dates for internal exams, workshops, guest lectures, and extracurricular activities were all included in the finalized academic calendar for the upcoming semester.
- Faculty members are insisted to provide the excellent result in Even semester AY (2023-2024)
- Faculty members are requested to prepare the course material and Question Bank for this Semester and distribute among the students before commencement of class.
- Faculty members have been insisted to prepare videos for the Courses handled by them to upload in Learning Management Systems.
- The plan of action of all Departments were reviewed and approved.

4. Commencement Of First Year UG and PG And Planning For Bridge Course.

- Academic schedule for UG and PG (I year) is discussed.
- Subject preference and subject allotment are discussed by their Respective HoDs.

5. Review of the previous semester's activities and outcomes

- Even Semester (AY 2023-24) Activities are reviewed & plan for Odd Semester Activities under various associations, cells, clubs and Students chapter are suggested.

6. Students Development Activities.

- Students are encouraged to complete an internship with a college-signed MOU either online or offline mode.



- Eduskill Coordinator planning for Cohort 8 in this semester for all the department including the MBA students and insist to complete the course by all the students and get the internship certificate.
- Value added course coordinator planning to conduct the course related to develop the student skill in respective field.
- HODs are instructed to follow up the student participation in Workshop, Symposium and other event.
- Startup Projects need to be initiated to the student.

7. Alumni Talk.

- Each and every Department plan for the alumni talk and alumni meet.

8. Placement Activities.

- A thorough plan for future placement drives, including cooperation with businesses and industry experts, was given by the placement coordinator.
- Principal and placement officer discuss about the 100% placement for eligible students in all the department for this academic year 2024-2025.
- The group talked about setting up workshops for students to construct their resumes, practice interviews, and career counselling sessions.
- We took note of suggestions for improving alumni engagement for placement chances.

9. Faculty Development Activities.

- Faculty members were directed to publish at least one paper in Journals indexed in SCV/Scopus/UGC- CARE Journals and submit proposals to the relevant funding agencies. These parameters will help us to score good ranking in NIRF/Magazines.
- Faculty members were instructed to attend ATAL FDP, participate in NPTEL, SWAYAM, etc.,
- Encourage the faculty members do their higher studies.

10. R & D/ CII/IIC/EDC/ISTE Activities

- Online or offline programmes are proposed to be conducted for various associations, cells, clubs and student chapter.

11. NSS /WEC Activities.

- NSS/WEC activity plan discussed and the events are arranged for the Academic year.
- Reviewed the Organized Events.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING-10

DATE: 07.06.2024

MEMBERS PRESENT

S.NO	COMPOSITION AS PER NAAC	SIGNATURE	SIGNATURE
1.	Chairperson: Head of the Institution	Dr. S. Pradeep Devanayen Principal-SVCET	
2.	H.O.D/Department Members	Dr. K. B. Jayaraman, Vice Principal	
		Dr. N .Balaji, Dean & HOD - CSE	
		Dr. B. MagimaiRaj, HOD - MECH	
		Mr. R. Venkedesh, HOD - EEE	
		Mr. S. Balaji, HOD - BME	
		Mr. V. Ganesan, HOD - S&H	
		Mrs. A. Anitha, HOD - MBA	
3.	Management Representative	Dr. B. Vidhya, Chief Operating Officer, SVGI	
4.	Senior Administrative Officer	Mr. Soundharajan, General Manager	
5.	Member	Mr. J. Anandharaj, Placement Officer	
6.	Member	Mrs. Santhalakshmi, Librarian	
7.	Member	Mr. R. Kumaravel, Physical Director	
8.	Nominee from Industrialists (Member)	Mr. M. Yogeesh Kumar Team Lead LTI MindTree	
9.	Members from students	Amal Peter.A	
10.	Members from Alumni	Viknesh.V [2018-2022] Network & Security EngineerTCS	
11.	Members from Parent	Mr. S. Vadivel F/O Sathish [Reg.No17TB2922] NO: 26, Namachivayam Nagar, V.Manaveli, Puducherry-605 110	
12.	IQAC Dean	Dr.V.Nagaraj, HOD - ECE	



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: SVCET/IQAC/2023-2024/09

Date: 11.03.2024

To

All the members of IQAC,
Sri Venkateshwaraa College Of Engineering and Technology,
Puducherry.

Dear Sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Ninth meeting to be held on 11th March 2024

Intimated-Reg.

I wish to inform you that the Ninth meeting of the Internal Quality Assurance Cell (IQAC) of Sri Venkateshwaraa college of Engineering and Technology will be held on 11th March 2024 (Monday) at 10 am in the Board Room, SVCET.

The Agenda for the meeting is listed below:

1. Action taken report for previous meeting
2. Review and confirmation of Commencement of Even Semester Classes
3. Academic Activities
4. Students Development Activities.
5. Placement Activities.
6. Faculty Development Activities.
7. R & D/ CII/IIC/EDC/ISTE Activities
8. NAAC
9. NSS /WEC Activities.
10. Any others.

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

Thanking you

Dr.V.NAGARAJ
Coordinator/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

11.03.2024

Dear sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Ninth meeting held on 11th March 2024 - forwarding minutes - Reg.

Minutes of Ninth Internal Quality Assurance Cell meeting held on 11th March 2024 are forwarded herewith.

Dr.V.NAGARAJ
Coordinator/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC

To,

- i) The Members of IQAC
- ii) Administrative Officer
- iii) IQAC File



Minutes of Ninth IQAC Meeting

Date: 11.03.2024

Venue: Board Room

Time: 10.00 am 12.00 pm

Chairperson: Dr.S.Pradeep Devaneyan, Principal

Members Present: (As in the annexure)

Dr.V.Nagaraj, Coordinator / IQAC presented the report while also outlining the institution's aims, objectives, strategy, functions, benefits, follow-ups, duties, and obligations of its members. He outlined the meeting's agenda and invited the participants to express their opinions.

1. Action taken report for the 8th IQAC meeting

The action Taken report for the previous IQAC meeting was briefed by the IQAC coordinator Dr.V.Nagaraj.

S.NO	POINTS DISCUSSED	ACTION TAKEN
1.	Academic Activities	Faculties are provided the excellent result in the Odd semester. Plan to conduct more activities through Club's
2.	Students Achievement	We displayed the banner of SIH winner in various place in college premises.
3.	Students Development Activities.	COHART 7 are successfully completed by the various department students and also uploaded the internship certificates in their Portal. We signed the MoU recently. Students are awarded about the startup Projects
4.	Placement Activities.	Organized various on campus recruitment and Placement training for qualified Students. Students are attended many on campus and off campus drive.
5.	Faculty Development Activities.	Faculty are attended many ATAL FDP, PDP, seminar, workshop conducted either online or offline mode. Faculties are got certificate in NPTEL with different grade in all department. Principal insisted to conduct the Seminar and FDP from various department through any club's



6.	R & D/ CII/IIC/EDC/ISTE Activities	Student are arranged the Industrial visit to various companies.
7.	NAAC	We successfully submitted the DVV to the NAAC portal.
8.	NSS /WEC Activities.	WEC organized the Woman's Day celebration in our college.
9.	Others	Feedback are collected from students, stakeholder, parent and Faculty. Website are up do date now onwards.

2. Academic Activities

- The committee has insisted on conducting regular Class Committee/Course Committee meetings for the students and getting feedback for better improvement.
- The committee suggested the faculty use innovative teaching methods during their course delivery to enhance the student's learning capability.
- The committee asked the HODs to confirm that the teaching staff must have completed their course file and log Book for odd semester before commencement of Even semester.
- The committee members suggested on categorizing the slow learners and fast learners, the department has to arrange coaching classes for the slow learners and motivational classes for the fast learners.
- The committee suggested conducting regular Parents Teacher meetings.
- The committee members suggested arranging mentoring sessions for all the categories of students
- Odd semester result is published and our institution got good result in all the department AY (2023-2024)
- Odd Semester (AY 2022-23) Activities are reviewed & plan for even Semester Activities under various associations, cells, clubs and Students chapter are suggested.

3. Preparation of NAAC.

- College is getting ready for NAAC inspection scheduled on 4th April and 5th April 2024.
- Mock Audits are planned from 27th March and 30th March 2024.
- College auditorium work is under process for NAAC inspection.
- Over all college maintenance work is going on for NAAC inspection.



4. Placement Activities.

- The IQAC Coordinator insisted the Training and Placement cell strengthen the number of placements by bringing more numbers of reputed companies for On-campus placement drives.
- The committee reviewed the Schedules to conduct and future training sessions for the Placement of Students.

5. Faculty Development Program.

- Research and Development Cell organized a one-day FDP on "NATIONAL EDUCATION POLICY-2020 "on 16.3.2023.
- ATAL incubation center- Pondicherry Engineering College Foundation and Research and Development Cell organized on Research, Innovation & Entrepreneurship on 19.3.2023.
- Research and Development Cell and Department of computer science and engineering organized an one day seminar in "AZURE FUNDAMENTALS "on 21.3.2023

6. Student Internship.

- Students are encouraging to take up internship for practical exposure.

7. Sports

- The committee discussed about the student's participation in university level.
- The committee suggested about the practice match conducted in the campus with physical Director.
- Our students participated in the volley ball match in Orissa and got participation certificate.

8. R & D/ CII/IIC/EDC/ISTE Activities

- HoDs are insisted to sign minimum 2 MoU per Department and conduct events under signed MoU.
- The principal asked all HoD's to plan club activities.
- The committee suggested to conduct EDC activities.

9. NSS /WEC Activities.

- It was encouraged to conduct social welfare activities and awareness programmes for rural people through NSS.
- WEC activity plan discussed and the events are arranged for the Academic year.
- Reviewed the Organized Events.



10. Others

- Feedback from various stakeholders- Analysis of Student's feedback about the Faculty members and parent's feedback were reviewed-The Action taken reports from the Departments will be reviewed for its completion.
- To updates the Website periodically.

Principal and chairperson of IQAC thanked all the members of IQAC for their participation and active involvement in the discussions

Dr.NAGARAJ
Coordinator/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF MEETING - 9
DATE: 11.03.2024
MEMBERS PRESENT

S.NO	COMPOSITION AS PER NAAC	SIGNATURE	SIGNATURE
1.	Chairperson: Head of the Institution	Dr. S. Pradeep Devaneyan Principal-SVCET	
2.	H.O.D/Department Member's	Dr. K. B. Jayarraman, Dean/Academics	
		Dr. N . Balaji, HOD - CSE	
		Dr. B. MagimaiRaj, HOD - MECH	
		Mr. R. Venkedesh, HOD - EEE	
		Mr. S. Balaji, HOD - BME	
		Mr. V. Ganesan, HOD - S&H	
		Mrs. A. Anitha, HOD - MBA	
3.	Management Representative	Dr. B. Vidhya, Chief Operating Officer, SVGI	
4.	Senior Administrative Officer	Mr. Soundharajan, General Manager	
5.	Member	Mr. J. Anandharaj, Placement Officer	
6.	Member	Mrs. Santhalakshmi, Librarian	
7.	Member	Mr. R. Kumaravel, Physical Director	
8.	Nominee from Industrialists (Member)	Mr. M. Yogeesh Kumar Team Lead LTI MindTree	
9.	Members from students	Student- 1. R.Bharat - IV CSE 2. R.Thanigavel - IV BME	
10.	Members from Alumni	Ms.K.Praveena - Passed Out (2022)	
11.	Members from Parent	Mr . C. Krishnamoorthy	
12.	IQAC Coordinator	Dr. V. Nagaraj, HOD - ECE	



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: SVCET/IQAC/2023-2024/08

Date:08.01.2024

To

All the members of IQAC,
Sri Venkateshwaraa College Of Engineering and Technology,
Puducherry.

Dear Sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Eighth meeting to be held on 08th January 2024

Intimated-Reg.

I wish to inform you that the Eighth meeting of the Internal Quality Assurance Cell (IQAC) of Sri Venkateshwaraa college of Engineering and Technology will be held on 08th January 2024 (Monday) at 10 am in the Board Room, SVCET.

The Agenda for the meeting is listed below:

1. Action taken report for previous meeting
2. Academic Activities
3. Students Achievement.
4. Students Development Activities.
5. Placement Activities.
6. Faculty Development Activities.
7. R & D/ CII/IIC/EDC/ISTE Activities
8. NAAC
9. NSS /WEC Activities.
10. Any others.

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

Thanking you

Dr. V. NAGARAJ
Coordinator/IQAC

Dr. S. PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

08.01.2024

Dear sir/Madam

Sub: Internal Quality Assurance Cell (IQAC) - Eighth meeting held on 08th January 2024-
forwarding minutes - Reg.

Minutes of Eighth Internal Quality Assurance Cell meeting held on 08th January 2024 are
forwarded herewith.

Dr.V.NAGARAJ
Coordinator/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC

To,

- i) The Members of IQAC
- ii) Administrative Officer
- iii) IQAC File



Minutes of Eighth IQAC Meeting

Date: 08.01.2024

Venue: Board Room

Time: 10.00 am 12.00 pm

Chairperson: Dr.S.Pradeep Devaneyan, Principal

Members Present: (As in the annexure)

Dr.V.Nagaraj, Coordinator / IQAC presented the report while also outlining the institution's aims, objectives, strategy, functions, benefits, follow-ups, duties, and obligations of its members. He outlined the meeting's agenda and invited the participants to express their opinions.

1. Action taken report for the 7th IQAC meeting

The action Taken report for the previous IQAC meeting was briefed by the IQAC coordinator Dr.V.Nagaraj.

S.NO	POINTS DISCUSSED	ACTION TAKEN
1.	Review and confirmation of Commencement of Odd Semester Classes (1 year)	Academic scheduled are prepared and follow the schedule properly. Subjects are allotted as per the preference given.
2.	Academic Activities	Faculty are insisted to give the question bank along with the previous year question paper. Faculty are using the NPTEL video to teach the students
3.	Students Development Activities.	Students are undergone the internship to the various company to develop their skill in the fields. Students are motivated to registered in the SIH contest. Faculty members of various department to insisted the student to attended the workshop, paper presentation etc. VAC is conducted as per the schedule for all the departments
4.	Placement Activities.	Organized various on campus recruitment and Placement training for qualified Students
5.	Faculty Development Activities.	Faculty are attended many ATAL FDP ,PDP ,seminar, workshop conducted either online or offline mode. Faculties are got certificate in NPTEL with different grade in all department.
6.	R & D/ CII/IIC/EDC/ISTE Activities	MoU's are signed in standard company and students are undergone the internship in their company.



7.	NAAC	SSR Documents are submitted in the NAAC portal.
8.	NSS /WEC Activities.	Events Organized reviewed by the Committee and they were Satisfied with all the Reports.
9.	Award and recognition	Website are up do date now onwards.

2. Academic Activities

- Faculty members are insisted to provide the excellent result in Odd semester AY (2023-2024)
- Faculty members have been insisted to prepare videos for the Courses handled by them to upload in Learning Management Systems.
- The plan of action of all Departments were reviewed and approved.
- Odd Semester (AY 2022-23) Activities are reviewed & plan for even Semester Activities under various associations, cells, clubs and Students chapter are suggested.

3. Student achievement.

- Our college mechanical and ECE department students bagged a one lakh rupee in SIH conducted in Pune in December 2023.
- Our college EEE department students participated in SIH in Punjab and got the participation certificates and rewards.

4. Students Development Activities.

- HODs have to plan the Project, Internship, Field work participation guidelines to the students.
- Cohort 7 Eduskill courses will start on the 1st week of February 2024 for all department.
- HODs are instructed to follow up the student participation in Workshop, Symposium and other event.
- Collaboration of MoU signed Companies to provide Opportunities to train Student for Internship and Placements.
- Startup Projects need to be initiated to the Student.

5. Placement Activities.

- The committee reviewed the Schedules to conduct and future training sessions for the Placement of Students.
- Insisted the Placement team to implement the best practices and training methods to place the Students in core companies in the forth coming year.



6. Faculty Development Activities.

- Faculty members were directed to publish at least one paper in Journals indexed in SCV/Scopus/UGC- CARE Journals and submit proposals to the relevant funding agencies. These parameters will help us to score good ranking in NIRF/Magazines.
- Faculty members were instructed to attend ATAL FDP, participate in NPTEL, SWAYAM, etc.,
- Encourage the faculty members do their higher studies.

7. R & D/ CII/IIC/EDC/ISTE Activities

- HoDs are insisted to sign minimum 2 MoU per Department and conduct events under signed MoU.
- Industrial visit are planned in the February'2024 for all department include MBA.

8. NAAC (National Assessment and Accreditation Council)

- The committee's suggested to working for DVV clarification.
- Reviewed and instructed about the arrangements to be made for NAAC peer team visit.

9. NSS /WEC Activities.

- NSS/WEC activity plan discussed and the events are arranged for the Academic year.
- Reviewed the Organized Events.

10. Others

- Feedback from various stakeholders- Analysis of Student's feedback about the Faculty members and parent's feedback were reviewed-The Action taken reports from the Departments will be reviewed for its completion.
- To updates the Website periodically.
- Website shall be updated continuously with all Activities on time to time.

Principal and chairperson of IQAC thanked all the members of IQAC for their participation and active involvement in the discussions

Dr.NAGARAJ
Coordinator/IQAC

Dr.S.PRADEEP DEVANEYAN
Principal & Chair Person Of IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING - 8

DATE:08.01.2024

MEMBERS PRESENT

S.NO	COMPOSITION AS PER NAAC	SIGNATURE	SIGNATURE
1.	Chairperson: Head of the Institution	Dr. S. Pradeep Devaneyan Principal-SVCET	
2.	H.O.D/Department Member's	Dr. K. B. Jayarraman, Dean/Academics	
		Dr. N . Balaji, HOD - CSE	
		Dr. B. MagimaiRaj, HOD - MECH	
		Mr. R. Venkedesh, HOD - EEE	
		Mr. S. Balaji, HOD - BME	
		Mr. V. Ganesan, HOD - S&H	
		Mrs. A. Anitha, HOD - MBA	
3.	Management Representative	Dr. B. Vidhya, Chief Operating Officer, SVGI	
4.	Senior Administrative Officer	Mr. Soundharajan, General Manager	
5.	Member	Mr. J. Anandharaj, Placement Officer	
6.	Member	Mrs. Santhalakshmi, Librarian	
7.	Member	Mr. R. Kumaravel, Physical Director	
8.	Nominee from Industrialists (Member)	Mr. M. Yogeesh Kumar Team Lead LTI MindTree	
9.	Members from students	Student- 1. R.Bharat- IV CSE 2. R.Thanigavel - IV BME	
10.	Members from Alumni	Ms.K.Praveena - Passed Out (2022)	
11.	Members from Parent	Mr . C. Krishnamoorthy	
12.	IQAC Coordinator	Dr. V. Nagaraj, HOD - ECE	