

**MINUTES OF THE SEVENTH IQAC MEETING (2021-23)**  
**Held on 31.10.2022 at 11.00 AM**

08.11.2022

**The following members were present:**

- Dr. V.E. Annamalai, Principal, SSNCE
- Mr. V. Kumarasubramanian, Sr. Manager (Retd), TI-IIC (Murugappa Group), Director (Technical), Zygo India
- Mr. N. Sivasankaran, Viruxa Manufacturing Solutions Pvt Ltd, Chennai
- Dr. C. Aravindan, Prof., CSE
- Dr. G. Sethuraman, Librarian
- Mr. Anam Saatvik Reddy, B. Tech. IT Department
- Dr. C. Vinothkumar, Asso. Prof / ECE
- Dr. Kilaru Harshavardhan, Asso. Prof / Chemical
- Dr. D. Thenmozhi, Asso. Prof / CSE
- Dr. V. Thanikachalam, Asso. Prof / IT
- Dr. Julie Charles, Asso. Prof / Physics
- Dr. S. Ramanagopal, Prof., Civil
- Dr. Shajit Ali, Asso.prof,EEE
- Dr. Jino Hans, Associate Professor ECE.
- Dr. Kaythry, Associate Professor ECE.
- Dr. N. Venkateswaran, Professor / ECE, Coordinator -IQAC

**Leave of absence:**

- Mr. T. Shivkumar, Group Manager, Projects
- Dr. S. Nanda, Student Counsellor
- Mr. R. Gopalakrishnan, Dy. Manager – Admin
- Dr. J. Vijay, Asso. Prof / BME
- Dr. S. Narasimman, CoE & Prof., Maths
- Ms. S. Sadhana Smruthi, CSE Department
- Mr. Mohinish Kumar, Data Analyst, LatentView Analytics
- Mr. Santosh Naranapatty, Product Engineer, Kaay Labs Pvt. Ltd.

**Agenda**

- To confirm the minutes of the last meeting of IQAC held on 25.07.2022.
- Report on Internal Academic Audit held during Aug 2022
- Report on Academic Audit – External held during Sep 2022
- Gap analysis based on academic audits
- Plan of action for submission of AQAR 2021-2022
- Future Model of Assessment & Accreditation based on NEP 2020 - NAC
- Plan of action for SSR submission in May /June 2023 for the 3<sup>rd</sup> cycle of Accreditation
- Any other points open for discussion as permitted by the Chair
- Any other points open for discussion
- Concluding remarks

**Minutes**

The IQAC Coordinator welcomed the members and gave a brief about the previous meeting minutes of IQAC held on 25.07.2022. Thereafter following subjects have been discussed and deliberated.

**Item No. 1: Report on Internal Academic Audit held during Aug 2022-**

The coordinator detailed the process for the internal audit that was recently conducted. The audit was conducted for all academic departments during the period from 25.07.2022 to 29.07.2022. He

presented the observations by the auditors in terms of best practices and recommendations of each department. The same was shared with the department to take necessary actions.

**Item No. 2: Report on Academic Audit – External held during Sep 2022 Gap analysis based on academic audits**

The coordinator detailed the process of the external audit conducted by inviting ten experts from various other Institutions. The external academic audit was conducted for each academic departments including Humanities 23.09.2022. He presented a report on the consolidated evaluation by the external auditors in terms of the strengths, Weakness and best practices followed in SSNCE.

**Item No. 3: Gap analysis based on academic audits**

Based on the external auditor's reports, few gaps that are indicated in the report was presented by the IQAC coordinator. The same was informed to the departments to initiate actions towards closure of the gaps. The same will be verified in the month of November/December 2022.

**Item No. 4: Community outreach activities – NSS Program Officers**

The NSS program officers Dr.P. Kaythry and Dr. Jino Hans explained to the members the outreach and community activities conducted in the recent past and how those activities are beneficial to the members of the community. They also listed the number extension activities along with the routine activities and collaboration with the outside Organizations for the next few months.

**Item No. 5: Plan of action for submission of AQAR 2021-2022 and SSR submission in May 2023**

The IQAC Coordinator informed that the Submission of AQAR is opened last week for entry of data for the period June1,2022 to Aug 31, 2022. AQAR 2021-22 has few additional data to be entered compared to 2020 -21. He sought the cooperation of the department IQAC coordinators. He also outlined the plan of action with an eight-step process for the next cycle NBA accreditation.

**Item No. 6: Future Model of Assessment & Accreditation based on NEP 2020**


Based on the inputs received from a workshop attended by the IQAC coordinator, informed that NAAC 's Assessment and Accreditation process shall undergo an overhaul considering NEP2020 and Sustainable Development Goals 2030. The revised framework NAC will award binary decision on accreditation. Student learning beyond the scope of the program is considered important.


**Item No. 6: Concluding remarks by Chairman and members of IQAC**

Mr. V. Kumara Subramanian, Industry Expert member-IQAC appreciated the ongoing efforts are very positive and said the IQAC cell is putting up consistent efforts in the good direction for improving the quality culture in the Institution. He further appreciated the conduct of separate teams for external audit. Shri.N. Siva Sankaran, Industry Expert member-IQAC, appreciating the efforts and said as the students are the products of the institutions and encouraged to have more of audit with Employers.

In his concluding remarks Dr. V.E. Annamalai, Principal, Chairman -IQAC, said the institution focus is on more of socially responsible and sustainable activities. More programs will be planned for high school students with the focus on rural education. Dr. V.E. Annamalai, further said the need to associate with corporates and effort to be made to connect CSR with the large pool of available volunteers to utilize resources available in the form of CSR fund.

Since there were no further items for discussion, the meeting came to an end at 12.00 Noon.

  
Dr. N. Venkateswaran  
Coordinator (IQAC)

  
Dr.V.E. Annamalai  
Chairman (IQAC), Principal