



V.S.B. ENGINEERING COLLEGE, KARUR
Internal Quality Assurance Cell (IQAC)



VSBEQ/IQAC/2019-20/M1

Date: 19.08.2019

CIRCULAR

Greetings from VSB-IQAC office!!

This is to inform the members of IQAC and External Members that the **FIRST** meeting of IQAC for the academic year 2019-20 is going to be held on 31.08.2019. All are requested to attend the meeting to discuss the following points at 10.00 am.

Venue: ConferenceHall (Main Block II)

Agenda

1. Review of the last IQAC meeting minutes & action taken report.
2. NAAC reaccreditation – Review of SSR preparations
3. Review of academic schedule
4. Review of Placement statistics of the year 2018-19.
5. Plan for Quality Initiatives through IQAC
6. MoU Renewal

Vote of thanks.

Sd/-

**Coordinator - IQAC / Dean
(Dr.V.Kavitha)**

Sd/-

PRINCIPAL

Copy to:

All the committee members.
Submitted to the management for kind information



V.S.B. ENGINEERING COLLEGE, KARUR

Internal Quality Assurance Cell (IQAC)



First IQAC Meeting

Ref: VSBEC/IQAC/2019-20/M1

Date: 31.08.2019

The 1st Internal Quality Assurance Cell (IQAC) meeting for the academic year 2019-20 was held on 31.08.2019 at 10.00 a.m in the Conference Hall (Main Block II) with the following agenda

1. Review of the last IQAC meeting minutes & action taken report.
2. NAAC reaccreditation – Review of SSR preparations
3. Review of academic schedule
4. Review of Placement statistics of the year 2018-19.
5. Plan for Quality Initiatives through IQAC
6. MoU Renewal

Minutes of the First IQAC meeting

Members present: 19

IQAC Coordinator welcomed all the members and the following points were discussed.

M1. The last IQAC meeting minutes & action taken were reviewed.

M2. All criteria in charges have submitted their content related to SSR. Revised SoP is discussed. Updatons to be carried out were discussed.

M3. Academic schedule for the odd semester 2019-20 was discussed and the activities were listed as per plan.

M4. Placement officer presented the statistics of students placed so far. The performance record was appreciated by the members.

M5. Quality initiatives for this academic year were listed out like Program on teaching learning process, counseling and guidance of studnets, OBE methodology, Blooms taxonomy, ISO audit, Quality in keeping the environment clean, security & drivers training.

M6. Few department MoUs have to be renewed as per the period. IQAC coordinator asked heads to take steps to update the period and carry out the activities.

Meeting ended with concluding remarks by the Principal.



V.S.B. ENGINEERING COLLEGE, KARUR

Internal Quality Assurance Cell (IQAC)



Action Taken Report

18.09.2019

Action Taken Report for the 1st Internal Quality Assurance Cell (IQAC) meeting held on 31.08.2019 at 10.00 a.m in the Conference Hall (Main Block II) is presented below.

S.No.	Action Taken	Responsible Authority	Implementation Status
1.	SSR submission with all criteria incharges support	IQAC Coordinator & Criteria Incharges	SSR is uploaded on NAAC web portal on 17.09.2019.
2.	Quality initiatives	IQAC Coordinator	List has been finalized for the programmes in odd semester
3.	MoU renewal	HoDs	CSE & IT HoD have taken steps to renew the MoUs

Sd/-
Coordinator - IQAC
(Dr.V.Kavitha)

Sd/-
Chair Person/Principal

Submitted to the management for kind perusal



V.S.B. ENGINEERING COLLEGE, KARUR
Internal Quality Assurance Cell (IQAC)



VSBEQ/IQAC/2019-20/M2

Date: 18.10.2019

CIRCULAR

Greetings from VSB-IQAC office!!

This is to inform the members of IQAC and External Members that the **SECOND** meeting of IQAC for the academic year 2019-20 is going to be held on 24.10.19. All are requested to attend the meeting to discuss the following points at 2.00 pm.

Venue: ConferenceHall (Main Block II)

Agenda

1. Review of the first IQAC meeting minutes & action taken report.
2. Review of DVV Clarification documents preparations
3. Review of University results
4. Review of sports activities. .
5. Plan for Academic Audit
6. Plan for industry internship for students
7. Preparation for AICTE funding proposal submission.
8. Any other matter raised by the chair.

Vote of thanks

Sd/-

Coordinator - IQAC / Dean
(Dr.V.Kavitha)

Sd/-

PRINCIPAL

Copy to:

All the committee members.
Submitted to the management for kind information



V.S.B. ENGINEERING COLLEGE, KARUR

Internal Quality Assurance Cell (IQAC)



Second IQAC Meeting

Ref: VSBEC/IQAC/2019-20/M2

Date: 24.10.2019

The 2nd Internal Quality Assurance Cell (IQAC) meeting for the academic year 2019-20 was held on 24.10.2019 at 2.00 p.m in the Conference Hall (Main Block II) with the following agenda

1. Review of the first IQAC meeting minutes & action taken report.
2. Review of DVV Clarification documents preparations
3. Review of University results
4. Review of sports activities.
5. Plan for Academic Audit
6. Plan for industry internship for students
7. Preparation for AICTE funding proposal submission.
8. Any other matter raised by the chair.

Minutes of the Second IQAC meeting

Members present: 18

IQAC Coordinator welcomed all the members and the following points were discussed.

M1. The first IQAC meeting minutes & action taken were reviewed.

M2. Criteria incharges were asked to submit the DVV clarification documents for IQAC member's perusal. Incharges submitted the prepared documents for final verifications. IQAC coordinator insisted all members to scan all the documents with neat clarity.

M3. Vice Principal presented the Even semester results of academic year 2018-19. Arrear students have to be focused more in forthcoming semester. Special coaching classes can be arranged for the first semester arrear subjects.

M4. Physical director presented the details of Anna University Chess tournament conducted in our campus.

M5. ISO coordinator was asked to prepare the academic audit schedule for odd semester of 2019-2020 at the end of the semester to verify the teaching learning process.

M6: IQAC coordinator insisted HoDs to direct students for industry internship for a minimum period 2 weeks to maximum of 4 weeks.

M7: R& D coordinator is asked to guide the research committee for the preparation of AICTE proposal submission in December month.

M8: Chairperson requested all IQAC members and the criteria incharges to prepare the DVV final supporting documents with proper knowledge.

Meeting ended with concluding remarks by the Principal.

Action Taken Report

09.12.2019

Action Taken Report for the 2nd Internal Quality Assurance Cell (IQAC) meeting held on 24.10.2019 at 2.00 p.m in the Conference Hall (Main Block II) is presented below.

S.No.	Action Taken	Responsible Authority	Implementation Status
1.	DVV clarification submission	IQAC Coordinator & All criteria incharges	Submitted on NAAC web portal on 28.10.2019
2.	Coaching classes for First semester arrear students	Vice Principal	Arranged classes for Mathematics, Physics and Chemistry
3.	Academic audit circular	ISO coordinator	Circulated to all and proceeded the audit
4.	AICTE fund proposal preparations	R&D coordinator	Proposals are prepared and committee is ready to upload for submissions.

Sd/-
Coordinator - IQAC
(Dr.V.Kavitha)

Sd/-
Chair Person/Principal

Submitted to the management for kind perusal