Directorate of Quality Assurance and Accreditation
Internal Quality Assurance Cell

IQAC Meeting Suggestions and Action Taken Report

IQAC Meetings conducted during AY 2021-2022

S.No	Suggestions of IQAC meeting held on 24th November 2021	Action Taken Status
1.	To recruit more number of eminent faculty including faculty from foreign countries	• This suggestion was shared with the O/o HR • Standing advertisement for faculty positions • Referral scheme
2.	Number of Industrial Visits and Alumni Lectures can be increased	• All the school Deans have been requested to invite potential alumni members for interaction with students • Due to prevailing pandemic conditions onsite industrial visits are not possible
3.	Soft Skill and Life Skill programmes to be strengthened	• Revision of Soft skill Curriculum • CDC is conducting sessions before the placements season to pre final year students • Theory oriented Life skill courses have been introduced for B.Tech Biotechnology & Integrated Five year Biotechnology and Hotel Management programmes.
4.	Create awareness on VITAA activities to the final year students	• O/o Alumni Affairs will conduct programmes in March 2022 to create an awareness about VITAA activities among outgoing students
5.	Since more than 3 semesters have gone in online mode some bridge programme for hands on experience in laboratory courses is to be planned	• Discussed in the Deans and Directors meeting held on 21st Dec. 2021 for providing additional laboratory sessions which they have missed due to online classes • It was planned to conduct the additional laboratory sessions from the 4th week of January 2022.
6.	A representative from SDC member to be included in IQAC	• Dr. Vijayakumar T, Asst. Director-SDC has been included in IQAC.

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7.	Explore the possibilities of providing Teaching Assistants for theory and tutorial classes	• The School Deans are requested to provide TA for the faculty members • The use of TRAs for tutorial and remedial classes will be explored
8.	Number of case studies discussed in the class to be increased	• Through the School Deans this suggestion was communicated to all the faculty members
9.	More sessions on coding for real life problems to be arranged by CDC and VITAA to enhance industry readiness among students	• CDC offers coding training focusing on campus recruitments • The schools are encouraged to implement coding for solving real life problems • Alumni Office with the support of alumni has conducted coding classes to our students.

S.No	Suggestions of IQAC meeting held on 19th January 2022	Action Taken Status
1.	Common facility can be established in every school to cater to the needs of interdisciplinary research within and outside VIT students	The schools Deans have been requested to establish advanced research facilities to promote interdisciplinary research
2.	One or two week orientation programme on handling lab equipment/facility may be organised at school level for the TRAs and Asst. Professor (Jr.)	Schools have organized a training session on handling lab equipment to the TRAs.
3.	In courses having J component, the review system to be strengthened and made more rigorous.	Three reviews are conducted to assess the J component project.
4.	The details of research areas, facilities and research activities of the faculty members to be made available in their respective school/centre websites.	The school websites have been updated.
5.	The student clubs/chapters can be encouraged by providing seed grant to develop innovative projects / apps / proof of concepts along with faculty mentors.	This suggestion will be considered in the next financial year budget allocation.
6.	Awareness programme focusing on legal aspects and other aspects of IPR can be organised for faculty and students.	The IPR Cell conducted the awareness programme on legal aspects in filling the patents to the faculty members and students.

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7.	Schools, IIC and TBI to organise awareness programmes for students and faculty members to publicize their activities carried out to nurture and strengthen the innovation ecosystem in the campus.	IIC & TBI are regularly conducting awareness programmes to the faculty members and students.
8.	Tutorial system to be strengthened. TRAs/AP (Jr) can be assigned to assist the faculty members to conduct the tutorials.	In SAS, TRAs are assigned for the tutorial classes to assist the course teacher.
9.	Enhance the Undergraduate and Postgraduate Research.	The faculty members are encouraged to involve the UG/PG students in their research and plan for joint publications in journals.
10.	Courses on emerging areas such as AI & ML may be offered as compulsory course for B.Tech students.	Already in many of the programmes AI & ML is offered through core or elective courses.
11.	Focused initiatives on commercialisation of IPR.	To commercialise the IPR, technology transfer will also be looked after by the IPR cell.
12.	The feasibility of availing the research expertise of alumni members for mentoring the students to be explored.	The school deans have been requested to invite the potential alumni.
13.	A robust data collection system can be put in place covering all the requirements accreditation, ranking and statutory bodies.	The IQAC portal has been strengthened to cater to the requirements of accreditation, ranking and statutory bodies
14.	Alumni contribution to the extension / outreach activities can be explored.	Alumni members are actively participating in the extension / outreach activities.

S.No	Suggestions of IQAC meeting held on 23rd March 2022	Action Taken Status			
1.	To present details of seminars, workshops and conferences conducted for the benefit of students.	Campus	Seminar	Workshop	Conference
		Vellore	1114	218	34
		Chennai	82	90	15
		Total	1196	308	49
2.	To establish an automated system for systematically reporting the data.	• IQAC-IIS portal is being developed to collect data from the faculty members and various academic units, and for systematically reporting the data.			

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3.	To create a robust system of data backup and recovery as per GDPR compliance.	• A robust backup policy and procedure in place. • The CTS shall look in to the technicality and feasibility of adopting GDPR compliance in backup and retrieval process
4.	To encourage more students to take up solving real world problems.	• The School Deans have motivated their Faculty members to assign some real world problems to the students as a part of internal assessment. • The schools have planned to organize more industry-academia conclave. • The students are encouraged to participate in design competitions, field projects, conferences, etc.
5.	To conduct more awareness programs to the students on Campus Facilities, and Clubs & Chapters.	• The O/o Students Welfare has been asked to organise more awareness programmes to the students in the forthcoming students.
6.	Developing E-content for laboratory courses.	• The School Deans are requested to prepare e-content for the laboratory courses. • The VITOL will provide the necessary technical facility and support to prepare the e-content. • E-content for the Physics and Chemistry laboratory experiment are being developed.

S.No	Suggestions of IQAC meeting held on 15th June 2022	Action Taken Status
1.	Interaction with faculty members and students must be strengthened.	• The School Deans / HoDs have advised the faculty members in the school / Department to have more interaction with the students in the class/lab. • The School Deans / HoDs will have periodic meeting with the students in a semester.
2.	Feedback can be collected in a class frequently by the course faculty, in addition to formal feedback (QCM and semester end) to enable mid course corrections.	• The School Deans have informed the faculty members to collect periodical feedbacks from the students on teaching-learning. • The Programme Representatives are encouraged to provide feedback to the HoDs/Deans.
3.	Strengthening the mentor–mentee system.	• Effective proctoring by conducting at least 3 proctor meetings per semester to monitor academic and Non-academic progress.
4.	Offer more number of Value-Added Courses to the students as per the emerging industry requirements.	• The School Deans are advised to plan for more value added courses for their student. • Value added courses in Machine learning, Robotics, Quantum Computing etc are being planned. • Also, faculty members are proposing the Value Added Courses through the initiative taken by International Relations office.

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5.	Real exposure in IoT and Cloud computing can be arranged to the students along with guest lectures from the industry experts.	• Case-a-thons are being planned to give students exposure to real time problems. • Students are involved in the consultancy projects. This enables them to work with IoT components of Industry Standards. • Adjunct Professors from Industry are handling courses on IOT and Cloud Computing to the students.
6.	There shall be a focus on improving the quality and quantity of "papers, projects, patents and products" (4 Ps).	• Open access Journal publication charge support • Raman Research award for Students • Annual Research awards for faculty members • Enhanced Seed Grants for faculty members • Support for the faculty members to file patents • Grants for product development • Project proposals submitted and sanctioned are circulated to encourage and motivate the faculty members
7.	The students and scholars can be encouraged to develop Indigenous equipment.	Schools/Centres have initiated focused actions on Indigenous Equipment / Software development. E.g. • Insulin Pump • An automated equipment to create a thin layer coating of carbon nanotubes (CNTs) • Low cost blood pricking lancets using micro needles • An Affordable Gait Training Device
8.	Research fund for UG/PG/PhD students may be provided.	Currently, under Raman Research award schemes UG/PG/PhD students are being provided financial assistance for their journal publications.
9.	The faculty members can be encouraged to conduct group meetings among Ph.D Scholars, PG and UG students.	School Deans have advised the faculty members / Research Guides to have group meetings with their respective scholars, PG and UG students carrying out projects under their supervision.
10.	Low-code and No-code programming can be introduced to the students.	• The School of Computer Science and Information Technology will introduce and provide exposure to the students on "Low-code and No-code programming". • Ideathon was conducted to solve the Real World Problems without coding. • Zero Code workshop was conducted to the students on IOT Domain Analytics

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11.	Stress bursting for faculty and staff members can be arranged through professionals and specific time for yoga can be provided.	Physical education department will organize One week Yoga session for faculty and staff members every month.
12.	Strengthening of Industry-Institute linkages	Increasing the efforts for getting more campus engagements through Centres of Excellence has been initiated by O/o Career Development Center.

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