VELAMMAL COLLEGE OF ENGINEERING AND TECHNOLOGY, Madurai-625009.

(Autonomous)

Minutes of the Third Academic Council Meeting

Venue: Seminar Hall-1 **Date: 18.12.2023 (Monday)** **Time: 10:30 a.m.**

Management Representative: Dr. N. Suresh Kumar, Senior Principal and Coordinator, Velammal Institutions (Madurai Region), Madurai.

Chairman (Academic Council): Dr. P. Alli, Principal/VCET

Advisor: Dr. C. Selvaraj, MBA

University Nominees:

1. Dr. G. Umadevi, Professor, Department of Civil Engineering,
   The College of Engineering, Guindy, Anna University, Chennai. (Online)
2. Dr.N.Nandakumar Professor & HoD,
   Faculty of Engineering Design, Govt College of Technology, Coimbatore

Institute Nominees:

1. Dr R. Harikumar, Professor/ECE, Bannari Amman Institute of Technology, Sathyamangalam.
2. Dr. N. Kannan, Principal, Oxford College of Engineering, Bangalore.
3. Dr. U. Chandrasekhar, Programme Director, CRO, Cambrian Labs, Bangalore. (Online)

Member Secretary: Dr. A. Shunmugalatha Professor/EEE & Dean (Academics)
Members: 1) Dr. S. Vasuki, Professor/ECE & Dean (Student Affairs), 2) Dr. G. Manikandan, Professor/MECH & Dean (Research and Development, 3) Dr. L. Andal, Professor/Civil & Dean (Industry Institute Interaction), 4) Dr.R. Perumalraja, Professor/IT & Dean (Planning and Development), 5) Dr. S. Karthikeyan, Associate Professor/Maths & CoE, 6) Dr. J. P. Annie Sweetlin Jebarani, Professor & HoD/Civil, 7) Dr. R. Deepalakshmi, Professor & HoD/CSE, 8) Dr. K. Kavitha Professor & HoD/ECE, 9) Dr. R. Narmatha Banu, Professor & HoD/EEE, 10) Dr. R. Kavitha, Professor & HoD/IT, 11) Dr. V. Anbumalar Professor & HoD/MECH,

12) Dr. S. Sasikala Professor & HoD/ AI & DS, 13) Dr. V. Selvalakshmi, Associate Professor & HoD/MBA, 14) Dr. C. Sankar, Associate Professor/HoD/Chemistry, 15) Dr. S. Gomathy, Professor & HoD/English, 16) Dr. A. P. Pushpalatha, Professor & HoD/Maths, 17) Dr. R. Rajesh, Associate Professor & HoD/Physics, 18) Dr.S.Dhanalakshmi, Prof./EEE, 19) Dr. A. V. Deepan Chakravarthi, Associate Professor/Civil, 20) Dr. G. Vinoth Chakravarthy, DCoE & Professor/CSE, 21) Dr. P. Suveetha Dhanaselvam, Professor/ECE, 22) Dr. M. Maran, Professor/MECH, 23) Dr.S.Gopalakrishnan, Librarian, 24) Mr. P. Srinivasa Perumal, TPO, 25) Dr. M. Ponkumar, Physical Director.

S.No	Subject	Action	Responsibility
1.	**Welcome Address**	**Dr. P. Alli, Principal, VCET & Chairman (Academic Council)**, welcomed all the members including the University and the Institute nominees to the meeting. She introduced University nominees and the Institute nominees to the members. She proposed the new proposal for the academic year 2024- 2025 as follows, introducing two new courses B. E. CSE (Cyber Security) and B. E. Electronics Engineering (VLSI Design and Technology) with an intake of 60 students in each department. Following that, the Principal also shared the proposal of increasing the intake of B.E. ECE from 120 to 180 which is subject to approval from AICTE, New Delhi and Anna University, Chennai. She requested the Dean (Academics) to move the points of the Agenda Items and requested her to present the Amendments of Regulation-2021 and Regulation-2023 (M.B.A.) to the members present.	**Chairman, Academic Council**
2.	**Items moved by Member Secretary & Dean (Academics)**	**Dr. A. Shunmugalatha, Dean (Academics) & Member Secretary (Academic Council)** presented the five Amendments to Regulations (R-21), 1) To facilitate the incorporation of NPTEL courses as an alternative to Open Elective/ Professional Elective courses, the grade points framework for assessment was approved by all Academic Council Members, (VCET/AC/AMD/2023-24/01) 2) Restrictions in Internship - The student must go for an Internship only through OFFLINE mode. (VCET/AC/AMD/2023-24/02) 3) Naan Mudhalvan Course - The students will be exempted from 2 Professional	**Dean (Academics)**

		scheme as per the guidelines from Anna University, Chennai, (VCET/AC/AMD/2023-24/03) 4) As per the new Amendments from Anna University, Chennai - Advancement of Courses have been dropped. (VCET/AC/AMD/2023-24/04) and 5) There will be an Inclusion of Tamil Courses First Semester: Heritage of Tamils, Second Semester - Tamils and Technologies. (VCET/AC/AMD/2023-24/05). Dean (Academics) requested the HoDs of **Civil, CSE, ECE, EEE, & Maths,** to present their Amendments to the **UG Curriculum and Syllabus** of their departments to the University Nominees, the Institute Nominees, and other members of the Academic Council. She also requested the BoS, Chairman **AI & DS, CSE (Cyber Security),** and **EE (VLSI Design and Technology)** to present their Curriculum and Syllabus.	
3.	**Amendments - Regulations (R21) framed for the UG/GP from the Academic year 2021- 2022 under Autonomous**	**Dr. J.P.Annie Sweetlin,** Professor and HoD/Civil, BoS Chairman/Civil presented the following: • BoS meeting was conducted on 18.12.2023. • A brief overview of the achievements of the department was presented. • Amendments are: o A Professional Core course in Vertical-V by the title, "Irrigation Engineering-21CE309" from Semester VI is removed o An open elective from VII semester is moved to VI Semester. o Professional Electives V and VI are available in the VIII semester. **Dr. R. Deepalakshmi,** Professor and HoD/CSE, BoS Chairman/CSE presented the following: • The BoS meeting was conducted on 20.11.2023. • A brief overview of the achievements of the department was presented. • Amendments are: o It is recommended by the Board of Studies of Computer Science and	**BoS Chairman of Civil, CSE, ECE, EEE, Maths, AI & DS, CSE(CY) and EE(VLSI Design and Technology)**

		Engineering to adhere to the total number of credits with Anna University and AICTE Model Curriculum. ○ The total number of credits is brought down to 162 from 170. ○ Removed the course "21CS306-Embedded System and IoT" from the VI Semester and "21IT401-Big Data Engineering "from the VII Semester due to the inclusion of courses in Naan Mudhalvan Scheme. ○ Exempted the course" 21CS401- Cryptography and Network Security" from VII Semester considering the availability of Professional Elective. ○ Reorganised Open Elective and Professional Elective in Semester VI and VII to maintain consistency with other Departments **Dr.K.Kavitha,** Professor and HoD/ECE, BoS Chairman/ECE presented the following: • BoS meeting was conducted on 22.11.2023. • A brief overview of the achievements of the department was presented. • Amendments are: ○ Approval of syllabus for Minor Degree Programme in "Embedded Systems and IoT" to be offered by Board of Electronics and Communication Engineering ○ Change in Professional Elective and Open Elective Courses in 7th and 6th Semesters respectively. ○ At least one course as Theory with Practical component in each domain bucket which should be a mandatory one to choose. ○ It is insisted to ensure the selection of 3 courses from the 'Embedded' bucket and the other 3 courses from the 'IoT' bucket. ○ One Open Elective is added and one Professional Core paper is converted into a Professional Elective.	

		Dr. R. Narmatha Banu, Professor and HoD/EEE, BoS Chairman / EEE presented the following: • BoS meeting was conducted on 17.11.2023. • A brief overview of the achievements of the department was presented. • Amendments are: ○ Inclusion of a new course in Vertical VI-High Voltage Engineering to B.E. (EEE). ○ Shifting Research Methodology and IPR course from semester III to semester I and Professional Elective from semester I to semester III for **PG** Programme ○ Suggestions given by the BoS experts during the third BoS meeting have been incorporated and the Curriculum and the detailed Syllabus have been prepared accordingly. **Dr. A. P. Pushpalatha,** Professor and HoD/Mathematics, BoS Chairman/ Mathematics presented the following: • A brief overview of the achievements of the department was presented. • Maths BoS meeting was conducted on 17.11.2023 • The syllabus of the course with the title "Probability and Statistics" for the IV Semester for the B.Tech. (AI &DS) was presented. • The syllabus for the Mathematical Foundation for Cyber Security System in the IV Semester of B.E. CSE (Cyber Security) was presented for the academic year 2024-2025 • The syllabus of the course with the title, "Quantitative Techniques for Decision Making" for the II Semester of the M.B.A. programme was presented. • The suggestions given by the BoS Experts during the Third BoS meeting have been incorporated into the Curriculum and the detailed Syllabus have been prepared accordingly.	

		Dr. S. Sasikala, Professor and HoD/ AI & DS, BoS Chairman / AI & DS presented the following: • At first, she stated the Vision and Mission of the Department. • A brief overview of the achievements of the department was presented. • BoS meeting was conducted on 24.11.2023. • The curriculum and the syllabus for Semester I to Semester VIII B.Tech (AI & DS) were presented to the members along with the list of courses in 5 Verticals with 8 options each, Open Electives (4) offered to Civil, EEE and Mech Engg and One Credit courses (4). **Dr. G. Vinoth Chakkravarthy,** DCoE & Professor/CSE, presented the following for B.E. CSE (Cyber Security) • At first, he stated the Vision and Mission of the Department. • A brief introduction about the department was given. • BoS meeting was conducted on 06.12.2023 • The curriculum and the syllabus for Semester I to Semester VIII of B.E. CSE (Cyber Security) with a total of 165 credits were presented to the members along with the list of courses in 5 Verticals with 6/7 courses, and Onc Credit courses (5). **Dr. P. Suveetha Dhanaselvam,** Professor/ECE, presented the following for B.E. Electronics Engineering (VLSI Design and Technology): • At first, she stated the Vision and Mission of the Department. • A brief introduction about the department was given. • BoS meeting was conducted on 06.12.2023 • The curriculum and the syllabus for Semester I to Semester VIII B.E. Electronics Engineering (VLSI Design and Technology) with a total of 164 credits were presented to the members along with the list of courses in 3 Verticals with 7 courses each and One Credit courses (4).	

4.	**Regulations (R23) framed for the PG - MBA from the Academic year 2023 - 2024 under the Autonomous stream.**	**Dr. A. Shunmugalatha, Member Secretary (Academic Council) & Dean (Academics)** presented the Regulations (R-23) framed for **PG-MBA** from the Academic year 2023- 2024 under the Autonomous stream. • **Admission** - The **Eligibility** criteria for the candidate are that he/she should have cleared any appropriate **Undergraduate Programme under Anna University** or Equivalent as specified under the qualification for admission process as per the **Tamil Nadu Single Window Counselling Process.** • **Structure of the Programme** - The course was categorised into five components namely, Foundation Courses (FC), Professional Core Courses (PCC), Professional Elective Courses (PEC), Non-Functional Elective Courses (NEC), and Employability Enhancement Courses (EEC). • **Course Per Semester** - The curriculum of a semester will normally have a blend of theory and practical courses including Employability Enhancement Courses. • **Credit assignment** - One Lecture period - 1 credit, One Tutorial period - 1 credit, One Laboratory period including EEC, Seminars, Project, Case Study, etc., - 0.5 credit. • **Project Work** - The Project work is done in the final semester. The duration for their pursuing project is 16 weeks and for writing the report 4 weeks. The total project duration should exceed 20 weeks. The Project Supervisor should be a Ph.D., Degree holder or with an MBA degree and 2 years of teaching experience. The students must meet their supervisor once a week and attend the review committee meeting to evaluate their progress. The review meeting can be either offline or online mode with the prior approval of the Head of the Institution and essential records must be maintained. The deadline for the submission of the final project is 30 calendar days from the last working day of the semester in which the project is done. • **Industrial training/Internship** - Students need to undergo an Internship for 4 continuous weeks after completion of the second semester in Industry or Organization (Research/Educational). (1 week = 40 Internship hours). The	**Dean (Academics)**

- **Course Registration** - In the first Pre-final semesters, students have the option of dropping existing courses in the semester during the course registration. The students are allowed to drop the course within 30 days of the commencement of the academic schedule.
- **Evaluation of Project work** - Three assessments (each 100 marks) during the semester by a review committee. The total marks obtained by the students are consolidated into 40 marks (Internal). There will be a Viva-voce examination during the End Semester Examination conducted by the Committee consisting of the Supervisor, one Internal Examiner and one External Examiner.

Internal Assessment (40 Marks)			End Semester Examination(60 Marks)			
Review - I	Review - II	Review – III	Project Report Submission (15 Marks)	Viva – Voce (Rounded to 45 Marks)		
			External Examiner	Internal Examiner	External Examiner	Supervisor
10	15	15	15	15	15	15

- **Class Advisor and Mentor** - A Class Advisor will be appointed by the HoD for each class. The responsibilities of the Class Advisor are as follows.

  i) To act as the channel of communication between the HoD and the students of the respective class.

  ii) To collect and maintain various statistical details of students.

  iii) To help the chairperson of the class committee in planning and conduct of the class committee meetings.

  iv) To monitor the academic performance of the students including attendance and to inform the class committee.

  v) To attend to the student's welfare activities like awards, medals, scholarships,

and industrial visits.

- **Mentors and their responsibilities -**

i) Normally 20 students are assigned to every mentor for each faculty member.

ii) The mentor monitors the progress of the students in academics and personality development.

iii) The mentor shall counsel the students on a one-to-one basis as and when required.

iv) The mentor supports the Class Advisor in executing their responsibilities.

- **Class Committee** - A Class Committee consists of teachers of the class concerned, student representatives, and a chairperson who is not teaching the class. It is like the 'Quality Circle' with the overall goal of improving the teaching-learning process.

i) Clarifying the regulations of the degree programme and the details of rules there which should be displayed on the college Notice Board.

ii) Identifying the problems experienced by students in the classroom and the laboratories.

iii) Informing the student representatives of the academic schedule including the dates of assessments and the syllabus coverage for each assessment.

iv) Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.

v) Identifying the needy students, if any, and requesting the teachers concerned to provide additional guidance or coaching to such students.

vi) The Chairperson is required to prepare the minutes of every meeting and submit the same to the Principal within two days of the meeting. The same shall be circulated among the students and faculty members concerned. If there are some points in the minutes requiring action by the Management, the same shall be

		brought to the notice of the Management by the Principal. vii) Two or three subsequent meetings shall be conducted in a semester at suitable intervals. During these meetings, the student members representing the entire class shall meaningfully interact and express the opinions and suggestions of the other students to improve the effectiveness of the Teaching-Learning Process. • **Course Committee for Common Courses -** i) Each common theory course offered to more than one discipline or group, shall have a "Course Committee" comprising all the faculty members teaching the common course with one nominated as the course coordinator. ii) The nomination of the course coordinator shall be made by the HoD / Head of the Institution depending upon whether all the faculty members teaching the common course belong to a single department or several departments. iii) The 'Course Committee' shall meet to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests.	
		• **Attendance requirement for completion of the semester** - Ideally every student is expected to attend all classes and earn 100% attendance. However, to allow provision for certain unavoidable reasons such as prolonged hospitalisation /accident/specific illness, the student is expected to earn a minimum of 75% attendance to become eligible to write the End-Semester Examinations. Therefore, every student shall secure at least 75% of overall attendance. Candidates who secure overall attendance between 65% and 74% in that current semester due to medical reasons may be permitted to appear for the current semester examinations subject to the condition that the candidate shall submit the medical certificate/sports participation certificate to the Head of the Institution. The same shall be forwarded to the Controller of Examinations for record purposes. Candidates who secure less than 65% overall attendance will not be permitted to write the end-semester examination of that current semester and are not permitted to go to the next semester. They are required to repeat the incomplete semester in the next academic year.	

- **Procedure for awarding marks for Internal assessment -**

TheoryCourses

IAT I	IAT II	IAT III	TOTAL	IAT CONVERSION	ASSIGNMENT (Seminar/Case Studies/ Mini Project)	TOTAL INTERNALS	END SEMESTER EXAMINATIONS
100	100	100	300	30	10	40	60

Laboratory Courses (Internals marks shall be converted into 60 marks*)

Internal Assessment (100 Marks)*	
Evaluation of Laboratory Observation, Record	Model Exam
75	25

Other EEC (Evaluation of Seminar) - Seminar / Case Study / Mini Project course is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each seminar, marks can be equally apportioned. The three-member committee appointed by the Head of the Institution, consisting of the course coordinator and two experts from the Department, will evaluate the seminar. The evaluation shall be based on the seminar paper (40%), presentation(40%), and response to the questions asked during the presentation (20%).

Other EEC (Evaluation of Summer Internship) - Industrial / Practical Training, Summer Project, Internship, shall carry 100 marks (20 marks awarded by the Guide, 40 marks for the report, and 40 marks for viva-voce examination) and shall be evaluated through internal assessment only. At the end of the Industrial / Practical Training / Internship / Summer Project, the student shall submit a brief report along with an attendance certificate from the Industry/organisation where he/she has undergone it.

Other EEC (Evaluation of Creativity and Innovation Laboratory) - Activity-based courses with both theoretical and practical content are to be considered as purely INTERNAL (with 100% internal marks only). No End-Semester examination is required for this course.

Assessment for Online Courses - Students may be permitted to enrol in two online courses with certification, subject to a maximum of six credits. The online course of 3 credits can be considered instead of one elective course. These online courses shall be chosen from the NPTEL platform, provided the offering organization conducts regular examinations and provides marks.

Sl.No.	NPTEL grade points	Equivalent Grade Point in VCET (Section 15.1)	Marks for consideration
1	Elite + Gold/ Top 1%	Outstanding – O	10
2	Elite + Silver / Top 5%	Excellent – A+	9
3	Elite	Very good – A	8
4	Successfully completed	Good – B+	7

Internal marks approved by the Head of the Institution shall be displayed by the respective HoD within 5 days from the last working day.

- **Attendance Record** - Every faculty is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD', which consists of attendance marked in each lecture or practical or project work class, the test marks, and the record of class work (topics covered), separately for each course. This should be submitted to the HoD periodically (at least three times in a semester) to check the syllabus coverage and the records of test marks and attendance. The HoD and the Head of the Institution will affix their signature with the date after due verification and the same document has to be kept in safe custody for five years. The University or any inspection team appointed by the University may verify the records of

attendance and assessment of both current and previous semesters.

- **Conduct of Academic Audit** - Academic Audit is to be done for every course taught during the semester. The academic records shall be maintained in the form of documentation for the individual Assignments/Case study report/report of the Mini project submitted by each student and assessment test question paper and answer script. A report of industrial training/internship shall also be maintained, if applicable. For laboratory courses, student records shall be maintained. The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with internal members drawn from various departments of the Institution. The University or any inspection team appointed by the University may verify the records of the Academic Audit report of the courses of both current and previous semesters, as and when required.
- **Requirements for appearing in End-Semester Examination** - A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester if he/she has satisfied the semester completion requirements. Further, examination registration by a student is mandatory for all the courses in the current semester and all arrear(s) course(s) for the End Semester examinations failing which, the student will not be permitted to move to the higher semester. A student who has already appeared for any course in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades.
- **End Semester Examinations** - There shall be an End- Semester Examination of 3 hours duration in each lecture-based course. The examinations shall ordinarily be conducted between October and December during the Odd semesters and between April and June in the Even semesters. For the practical examinations (including project work), both internal and external examiners shall be appointed by the CoE.

- **Weighatge and Distribution of Marks -**

i) Lecture or Lecture cum Tutorial based course		
Internal Assessment	-	40%
End Semester Examination	-	60%
ii) Laboratory based courses		
Internal Assessment	-	60%
End Semester Examination	-	40%
iii) Project work		
Internal Assessment	-	40%
Evaluation of Project Report by external examiner	-	15%
Viva-Voce Examination	-	45%
iv) Industrial training / Internship/ Practical training / Summer project / Seminar (All Employability Enhancement Courses except Project Work)		
Internal Assessment	-	100%

- **Requirements for passing examinations** - A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester Examinations] with a minimum of 50% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This applies to both theory and laboratory courses (including project work). If a student fails to secure a pass in a theory course/laboratory course, the student shall register and appear only for the End-Semester Examination in the subsequent semester. In such case, the internal assessment (IA) marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. From the third attempt onwards if a student fails to obtain pass marks (IA+End Semester Examination), then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the End Semester Examinations alone.

- If the course, in which the student has failed, is a Professional Elective or an Open Elective, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone. If any other professional elective or open elective course is opted for by the student, the previous registration is cancelled and henceforth it is to be considered as a new professional elective or open elective course.
- The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per Clause 10, and appear for the end-semester examination. If a student is absent during the viva – voce examination, it would be considered to be a failure. If a student fails to secure a pass in Project Work-I, the student shall register for the course again in the subsequent semester and can do Project Work-I and II together.
- The passing requirement for the courses which are assessed only through purely internal assessments (EEC courses except Project Work and laboratory), is 50% of the internal assessment (continuous assessment) marks only. A student can apply for revaluation of the student's semester examination answer paper in a theory course, as per the guidelines given by the CoE on payment of a prescribed fee along with a prescribed application to the CoE through the HoD and the Head of the Institution. The CoE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for laboratory courses and EEC courses. A student can apply for revaluation of answer scripts for not exceeding 5 courses at a time.
- **Review/Revaluation Process** - Candidates not satisfied with Revaluation can apply for a Review of his / her examination answer paper in a theory course,

within the prescribed date on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Institution. Candidates applying for Revaluation only are eligible to apply for Review.

- **Award of Letter Grades** - The award of letter grades will be decided using the relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

Letter Grade	Grade Points
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Average)	6
C (Satisfactory)	5
U (Re- Appearance)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

The grades O, A+, A, B+, B, C obtained for the one/two credit course (not the part of the curriculum) shall figure in the Grade Sheet under the title **'Value Added Courses / Internship / Industrial training'**. For the students who complete the Audit Course satisfying attendance requirements, the title of the Audit Course will be mentioned in the Grade Sheet. If the attendance requirement is not satisfied, it will not be shown in the **Grade Sheet.**

- **Grade Sheet** - After results are declared, Grade Sheets will be issued to each

student which contains the following details:

The college in which the candidate has studied. The list of courses registered during the semester and the grade scored. The Grade Point Average (GPA) for the semester. The Cumulative Grade Point Average (CGPA) of all courses enrolled from the first semester onwards. CGPA will be calculated using the **Formula**

$$GPA \quad / CGPA \quad = \frac{\sum_{i=1}^{n} C_i GP}{\sum_{i=1} C_i}$$

- **Eligibility for the award of Degree** - A student shall be declared to be eligible for the award of the M.B.A. provided the student has

  I. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.

  II. Completed the course requirements, appeared for the End-Semester Examinations, and passed all the subjects prescribed in all 4 semesters within a maximum period of 4 years reckoned from the commencement of the first semester to which the candidate was admitted.

  III. Successfully passed any additional courses prescribed by the Dean (Academics) whenever readmitted under Regulations other than R23 (vide clause 19.3).

  IV. No disciplinary action is pending against the student.

  V. The award of the Degree must have been approved by the Syndicate of the University.

- **Classification of Degree Awarded** -

  FIRST CLASS WITH DISTINCTION

  Students should have passed the examination in all the courses of all four semesters in the student's First Appearance within three years, which includes

an authorised break of study of one year (if availed). Withdrawal from examination (vide Clause 18) will not be considered as an appearance. Students should have secured a CGPA of not less than 8.50. Students should NOT have been prevented from writing the End Semester Examination due to lack of attendance in any of the courses.

FIRST CLASS:

Students should have passed the examination in all the courses of all four semesters within three years, which includes one year of an authorised break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable). Students should have secured a CGPA of not less than 6.50

SECOND CLASS:

All other students who qualify (other than first class with distinction/first class) for the award of the degree shall be declared to have passed the examination in Second Class. A student who is absent in a semester examination in a course/project work after having registered for the same shall be considered to have appeared in that examination for classification.

- **Provision for withdrawal from Examination** - A student may, for valid reasons, (medically unfit/unexpected family situations/sports) approved by the Head of the Institution be granted permission to withdraw from appearing for the End Semester Examination in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degree programme. Withdrawal application is valid if the student is otherwise eligible to write the examination and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the HoD and the Head of the Institution and approved by the CoE. For a student to withdraw from a course/courses, he/she should have registered for the course, fulfilled the attendance requirements and earned continuous assessment marks. In case of

withdrawal from a course/courses, the courses will be reflected in both the Grade Sheet as well as in the Result Sheet. However, withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction. If a student withdraws from writing End Semester Examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the end-semester examination(s). If a student applies for withdrawal from Project Work, he/she will be permitted to withdraw only after the submission of the project report before the deadline. The student may appear for the viva voce examination within 30 days after the declaration of results for Project Work I and II respectively and the same shall not be considered as reappearance. Withdrawal is permitted for the end-semester examinations in the final semester.

- **Authorized Break of Study from the Programme** - A student is permitted to go on an authorised break of study for a maximum period of one year as a single spell. Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in an extraordinary situation, the student may apply for an additional break of study not exceeding another year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons and to rejoin the programme in a subsequent year, permission may be granted based on the merits of the case. Students permitted to re-join the programme after a break of study/prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of rejoining. The students re-joining in the new Regulation shall register for additional courses, if any, as notified by the Dean (Academics) under the current Regulation. These courses may be from any of the semesters of the curriculum in force, to bridge the new curriculum and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force. The authorised

break of study maximum of one year is included in the duration specified for passing all the courses for classification. The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period, irrespective of the period of break of study to which he/she may be eligible for the award of the degree. If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorised 'Break of Study'. If a student in full-time mode wants to take up a job/start-up/entrepreneurship during the period of study he/she shall apply for an authorised break of study for one year. The student shall join the job/start-up/entrepreneurship only after getting approval for the same by the Dean (Academics) with due proof to that effect. Students do not need to pay fees during the Break of the Study period.

- **Discipline** - Every student is required to observe disciplined and decorous behaviour both inside and outside the college and not to indulge in any activity which brings down the prestige of the University / Institution.

  •The Head of the Institution shall constitute a disciplinary committee consisting of the Head of the Institution and two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the University about the disciplinary action taken.

  •In case of any serious disciplinary action that leads to dismissal, then a committee shall be constituted including one representative from Anna University, Chennai. In this regard, the member will be nominated by the University to get information from the Head of the Institution.

  •If a student indulges in malpractice in any of the End Semester / internal examinations he/she shall be liable for punitive action as prescribed by the Institution from time to time.

- **Revision of Regulations, Curriculum, and Syllabus** - The Institution may from time to time revise, amend or change the Regulations, Curriculum,

		Syllabus, and Scheme of Examinations with due approval of the Academic Council.	
5.	**PG - MBA**	**Dr. V. Selvalakshmi** - Associate Professor, HoD & BoS Chairman/ MBA presented the following: • At first she stated the Vision and Mission of the MBA department • BoS meeting was conducted on 04.12.2023 • A brief overview of achievements of the department was presented. • The curriculum and the syllabus for Semester I to Semester IV with credits of 90 for the MBA programme were presented to the members along with the list of courses in 5 electives in a different stream of specialisations (Financial Management, Marketing Management, Human Resource Management, Operations Management, Business Analytics) and also shared the list of industries identified.	**BoS Chairman (MBA)**
6.	**Suggestion by Anna University Nominees**	**Dr. G. Umadevi** suggested • Merging the Courses Traffic Engineering and Management and Highway Engineering with 2 modules from Traffic Engineering and 3 modules from Highway Engineering. • Inclusion of the Railway Engineering Professional Elective Course Airport, Docks, and Harbour Engineering of Vertical V modules and reframe the course title as Airport, Railway, Docks and Harbour Engineering. **Dr. N. Nandakumar** concurred with the points of Dr. R. Harikumar that all HoDs can discuss and decide on the possibility of removal of the Model Exam. There can be two Cycle Tests.	**Chairman, Academic Council**
7.	**Suggestions by Institute Nominees**	**Dr. R. Harikumar** suggested ○ Deep Learning in AI & DS programme can be renamed as Deep Learning Techniques. ○ The course title "Algorithms" can be changed to "Analysis of Algorithms" in the AI & DS programme. • **Dr. N. Kannan** suggested the AI & DS department to change the course title of	**Chairman, Academic Council**

		Deep Learning to Deep Learning Techniques. • In the AI & DS programme. a course called "Introduction to AI " can be reframed and renamed as Principles of AI to mean the fundamental concepts of AI. • Inclusion of specialized applications of Probability and Statistics course in AI & DS • **Dr. U. Chandrasekhar** wanted to ensure the credits of the CSE programme can be maintained in consonance with Anna University and AICTE programmes. • **Dr. P. Alli, Principal, VCET and Chairman (Academic Council)** advised that Problem Solving and Python Programming can be offered to CSE & IT programmes after C programming.	
8.	**Concluding Remarks**	**Dr. P. Alli, Principal, VCET and Chairman (Academic Council)** thanked all the experts for their active involvement in the discussion and for providing suggestions for improving our curriculum and syllabus. All suggestions were taken seriously and all the feasible suggestions will be incorporated and the same will be informed to the members.	**Chairman, Academic Council**

Dr. G. Umadevi

Dr.N. Nandakumar

Dr. A. Kunthavai

Dr. U. Chandrasekhar

Dr. R. Harikumar

Dr. N. Kannan

Member Secretary

10/1/24

Chairman

10/1/24