

AICTE Mandatory Disclosure

1. AICTE File No.	: Southern / 1-38686963856 / 2023/ EOA
Date & Period of Last approval	: 10.06.2023 & 2023-2024

2. NAME OF THE INSTITUTION

Name of the Institution	: VELALAR COLLEGE OF ENGINEERING AND TECHNOLOGY (AUTONOMOUS)
Address of the Institution	: Perundurai Road,Thindal, Erode, Tamil Nadu.
City & Pin code	: Erode - 638012
State/UT	: Tamil Nadu
Phone number with STD code	: 0424- 2244201 - 206
Fax number with STD code	: 0424- 2244205
Office hours at the Institution	: 8.45 A.M. to 5.00 P.M.
Academic hours at the Institution	: 8.50 A.M. to 4.15 P.M.
Email	: principal@velalarengg.ac.in
Website	: www.velalarengg.ac.in
Nearest Railway Station (dist in Km)	: Erode Junction; 8 KM
Nearest Airport (dist in Km)	: Coimbatore ; 90 KM

3. Type of Institution

Type of Institution	: Private-Self Financed
Category (1) of the Institution	: Non Minority
Category (2) of the Institution	: Co-Ed

4. Name of the organization running the Institution

Name of the organization running the Institution	: Vellalar Educational Trust
Type of the organization	: Trust registered under societies act
Address of the organization	: Perundurai Road, Thindal, Erode, Tamil Nadu. 638 012
Registered with	: Sub Registrar, Erode
Website of the Organization	: www.velalarengg.ac.in

5. Name of the Affiliating University

Name of the affiliating University : Anna University, Chennai
Address : Guindy, Chennai – 600 025.
Website : www.annauniv.edu
Latest affiliation period : 2023-2024

6. Name of Principal / Director

Name of Principal / Director : Dr. M. JAYARAMAN
Exact Designation : Principal
Phone number with STD code : 0424 -2244202
FAX number with STD code : 0424 -2244205
Email : principal@velalarengg.ac.in
Highest Degree : Ph. D.
Field of specialization : Mechanical Engineering

7. Governing Council Members

S. No.	Name of the Member	Category	Position
1	Thiru. S.D. Chandrasekar, B.A. Secretary, Vellalar Educational Trust, Erode – 12.	Management	Chairman
2	Thiru. C. Jayakumar, B.A. B.L. President Vellalar Educational Trust, Erode – 12.	Management	Member
3	Thiru. P.K.P. Arun, B.E. Treasurer, Vellalar Educational Trust, Erode – 12	Management	Member
4	Thiru. K.C. Rathinasamy, B.Sc. Vice President, Vellalar Educational Trust, Erode – 12.	Management	Member
5	Thiru. K. Kulasekaran, B.E. Executive Member, Vellalar Educational Trust, Erode – 12.	Management	Member
6	Thiru. M. Chinnasamy, B.A. Agni Steels Private Limited, Perundurai, Erode-52.	Industrialist	Member
7	Dr. N. Nandakumar, Professor (CAS), Department of Mechanical Engineering, Government College of Engineering Technology, Coimbatore.	State government Nominee	Member

8	Dr. R. Ramesh, M.E., Ph.D. Prof. / EEE, Anna University CEG Campus, Chennai.	University Nominee	Member
9	Prof. P. Jayachandar, M.E. Dean – Student Affairs Velalar College of Engineering and Technology, Erode –12.	Senior Faculty	Member
10	Dr. K.R. Valluvan, M.E., Ph.D. Prof. & COE, Dept. of ECE, Velalar College of Engineering and Technology, Erode –12.	Senior Faculty	Member
11	Thiru. N. Periasamy, M.B.A. Admin. Manager, Velalar College of Engineering and Technology, Erode –12.	Administrative Staff	Member
12	Dr. M. Jayaraman, ME., Ph.D. Principal, Velalar College of Engineering and Technology, Erode –12.	Principal	Member- Secretary

8. Academic Council Members

S.NO	CATEGORY	DESIGNATION	NAME
1.	Chairman	Principal	Dr. M. Jayaraman
2.	Nominees of the Anna University, Chennai	Former Professor, Department of Textile Technology, ACT Campus, Anna University, Chennai-25.	Prof. A. Peer Mohamed
3.		Professor Emeritus, Department of Instrumentation Engineering, MIT Campus, Anna University, Chennai-44.	Dr. P. Kanagasabapathy
4.		Professor, Department of Electrical and Electronics Engineering, PSG College of Technology, Coimbatore- 04	Dr. P. Narayanasamy
5.		Experts nominated by Governing Council	Professor and Associate Head, Department of Mechanical Engineering, PSG College of Technology, Coimbatore-04
6.		Professor, Department of Information Technology, Coimbatore Institute of Technology, Coimbatore-04	Dr. N. K. Karthikeyan
7.		Director-HR, Wipro Technologies, Chennai	Mr. V. Viswanathan
8.		Executive Director, Vellalar Educational Trust, Erode	Thiru. K. Kulasekaran
9.		Dean	Prof. P. Jayachandar
10.		Professor/ECE & COE	Dr. K. R. Valluvan
11.		Professor – IT & Chief Coordinator – Innovation & Infrastructure	Dr. V. K. Manavalasundaram
12.		1. Chairperson, Board of Studies, BME	Dr. S. Mangai

13.		2. Chairperson, Board of Studies, CIVIL	Dr. C. Karthik
14.		3. Chairperson, Board of Studies, CSE	Dr. S. Jabeen Begum
15.		4. Chairperson, Board of Studies, EEE	Dr. P.Sakthivel
16.		5. Chairperson, Board of Studies, ECE	Dr. M. Nisha Angeline
17.		6. Chairperson, Board of Studies, IT	Dr. R. Mynavathi
18.		7. Chairperson, Board of Studies, MECH	Dr. R. Kumaravelan
19.		8. Chairperson, Board of Studies, MED. ELECTRONICS	Dr. V. Chandrasekaran
20.		9. Chairperson, Board of Studies, Business Administration	Dr. T. Vetrivel
21.		10. Chairperson, Board of Studies, Science & Humanities	Dr. M. Eswaramurthi
22.		11. Chairperson, Board of Studies, Physics	Dr. Deepa Jananakumar
23.		12. Chairperson, Board of Studies, Chemistry	Dr.K. Manikandan
24.		13. Chairperson, Board of Studies, English	Dr. S. Hemalatha
25.		Professor – Mech	Dr. S. Velumani
26.	Member Secretary/ Academic Council (Nominated by the Principal)	Professor – ECE & Deputy CoE	Dr. S. Mahendrakumar

9. Executive Component :

Organization chart and Process

Name	Responsibilities
Dr. M. Jayaraman	Principal
Prof. P. Jayachandar	Dean
Dr .K. R. Valluvan	Controller of Examinations & QMS Coordinator
Dr. R. Kumaravelan	Chief Coordinator – Academics & Accreditation
Dr. V. K. Manavalasundaram	Chief Coordinator – Innovation & Infrastructure
Dr. S. Jabeen Begum	Coordinator – Magazine Ranking, ICT Academy member Institute, INFOSYS Campus Connect & ISTE staff and students Chapter.
Mr. P. N. Karthick	Training and placement cell
Dr. V. Chandrasekaran	Coordinator - Research and Development Cell
Dr. K. Vanchinathan & Mr. TCR. Dinesh	Coordinator - Institute Innovation Council
Dr. S. K. Manikandan	Coordinator - NBA
Dr. V. Latha Jothi	Co-Coordinator – IQAC
Dr. K.T. Kalaiselvi	Coordinator - Entrepreneurship Development cell
Dr. S. Mangai & Ms. D. Sasipreetha	Coordinator - Time-table & Open Elective
Mr. S. Hari Prasath	Coordinator - Human Resource Development Cell & Teaching Learning Centre

Dr. M. Sreedhar	Coordinator - Higher Education Cell
Dr. N. Balachandran	Coordinator – VCET Alumni Association
Dr. P. Sakthivel	HOD (EEE), Power house In-charge
Dr. S. Jabeen Begum	Secretary - ISTE VCET chapter
Dr. T. Vetrivel	Coordinator, MMA-VCET Coordinator
Mr. N. Balachandran	Alumni Association In-charge

CO-CURRICULAR / EXTENSION ACTIVITIES

Dr. M. Govindarajan	Coordinator – NSS, Unnat Bharath Abiyan
Mr. B. Dinesh Kumar Mr. K. Vetri	Coordinator - National Cadet Corps.
Dr. K. Manikandan	Coordinator – Youth Red cross
Mr. G. Praveen Kumar	Coordinator– Red Ribbon Club
Mr. R. Balasubramanian	Coordinator–Green Club
Mr. N. Thangaraj	Coordinator–Rotaract Club
Mrs. V. Suguna Mrs. S. Tamilselvi	Coordinator–English Literacy Association
Dr. S. Devi	Coordinator–Fine Arts Club & VISCOM Club
Dr. S. Kanaga Vishnu Moorthy	Coordinator–Fit India Youth Club
Dr. N. Jeyashanthi	Coordinator–Women Empowerment cell
Dr. S. Sadesh	Coordinator - SWAYAM NPTEL Local Chapter & PALS Partner Institute
Mrs. K. Nevetha	Coordinator– Wipro PRP Programme
Dr. T. Vetrivel	Coordinator– CII and EDISSIA
Mr. C. Saravanan	Coordinator - FOSSEE(Free Open Source Software for Education)
Mr. V. Mohankumar	Coordinator–SAE India Collegiate Club

SUPPORT SERVICES

Mr. A. Logeswaran	VCET website Maintenance.
Mr. A. P. Gopu	College and Learning Management System (CMS/LMS)
Dr. S. Rajan	Publication Cell – Newsletters and Magazine
Dr. S. Hemalatha Dr. M. Ponnibala	Publication Cell –Academic Calender
Dr. S. Velumani	Stationary - Students

- The above committees to extend beyond classroom learning and let students have a balanced development on knowledge, ability, attitude and values, so as to realize our objective in education, i.e. education on spiritual, moral, intellectual, physical, social and aesthetic aspects.
- It is believed that students are able to organize and promote activities. By doing so, they enjoy the activities more and develop leadership and acquire the skills necessary in organizing activities.

Functions of key Administrative positions

Governing Council:

- Frame Directive principles and policies.
- Amend and approve policies from time to time.
- Approve Budgets.

Chairman/Secretary:

- To look after the overall development of institute.
- Mobilize external resources to strengthen the institute.
- Plan and provide for necessary facilities/equipment for development.
- Instill confidence and devotion in every member of the institute.

Principal:

- Design and define organization structure.
- Define and delegate responsibilities of various position in the organization.
- Ensure periodic monitoring and evaluation of various processes.
- Ensure effective purchase procedure.
- Define quality policy and objectives.
- Prepare annual budget.
- Employer recruitment process.
- Initiate supplementary teaching measures.
- Compliance with AICTE and University.

Dean:

- Housekeeping including hostels.
- Maintaining a ragging free campus.
- To ensure discipline in and outside the institute.
- Organizing students counseling and other related activities.
- Liaison with parents/guardians about their progress and problems in consultation with Dean (Academic)
- Staff selection.

Training and Placement Officer:

- Liaison with industries.
- Identify and provide for training needs of students.
- Arrange campus interviews.
- Proposing annual T & P budget.
- Facilitate carrier guidance to students.

R&D Coordinator:

- Admission (Ph.D.) & course work registration.
- Various faculty and staff development programmes for qualification upgradation.
- To monitor the effective utilization of funds of externally funding projects.
- Shall maintain and update record of research publications.
- To ensure sponsoring of faculties for attending conferences/ seminars/ workshops as per the institute norms.

Head of the departments:

- Plan and ensure academic activities of the department.
- Maintain disciplines and culture in the department.

- Maintain the department neat and clean.
- Pick and promote strengthens of students/ faculty/staff.
- Propose department budget.
- Maintain records of departmental activities and achievement

VCET has a perfect decentralization of activities and delegation of authorities which has proven itself to be a key concept in the success achieved by the institute on different counts.

Involvement of each and everyone in the decision-making and the transparency associated therein also form the important features of the work culture.

The institute functions with perfect decentralized administration as depicted in figure that has complete transparency in the decision making process.

10. Student Feedback on Institutional Governance/faculty performance

A student feedback mechanism is available in the institution. Once in a semester, the students provide the feedback of staff in the prescribed format.

11. Grievance redressal mechanism for faculty, staff and students

- System for Redressal of grievances of faculty, staff and students
- The management of the college follows an open system of administration and grievances from staff and students are given the utmost attention.
- Complaints and suggestion boxes are kept at a number of places in the campus and also in the hostels.
- The suggestions and complaints are carefully looked into and remedial measures undertaken. Responses are also publicized through notice boards.
- In case of indiscipline, a committee appointed by the principal enquires into the matter by calling witnesses and recommendations are made about the action to be taken by the management.
- Grievances regarding the staff in terms of salary, promotions etc., are carefully looked into by the HR department in consultation with the Principal and remedial measures taken.
- Class Committee meetings are held in which grievances of students are taken note of and remedial measures taken.
- A student welfare officer looks into the welfare of the students and advises the management for necessary action.

12. Department wise Details

1. [Artificial Intelligence and Data Science](#)
2. [Bio-Medical Engineering](#)
3. [Civil Engineering](#)
4. [Computer Science and Engineering](#)
5. [Electronics and Communication Engineering](#)
6. [Electrical and Electronics Engineering](#)
7. [Mechanical Engineering](#)
8. [Information Technology](#)

9. [Medical Electronics](#)
10. [Science and Humanities](#)
11. [Master of Business Administration](#)

13. Department wise Teaching Faculty - Details

1. [Artificial Intelligence and Data Science](#)
2. [Bio-Medical Engineering](#)
3. [Civil Engineering](#)
4. [Computer Science and Engineering](#)
5. [Electronics and Communication Engineering](#)
6. [Electrical and Electronics Engineering](#)
7. [Mechanical Engineering](#)
8. [Information Technology](#)
9. [Medical Electronics](#)
10. [Science and Humanities](#)
11. [Master of Business Administration](#)

14. Admission Quota

Admission Quota	:	Engineering & Technology				
Entrance Test/ Admission Criteria	:	No Entrance Test in Tamil Nadu. Admission based on the marks obtained in +2 Examinations (Physics + Chemistry + Mathematics)				
Fees in rupees	:	Accredited Courses Rs. 55,000/- Non Accredited Courses Rs.50,000/-				
Number of Fee Waivers offered	:	<table border="1"> <thead> <tr> <th>Year</th> <th>No. of Students</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>23</td> </tr> </tbody> </table>	Year	No. of Students	2023-24	23
Year	No. of Students					
2023-24	23					
Admission Calendar	:	June to May				
PIO Quota	:	YES				
Admission Calendar	:	June to May				
PIO Quota	:	YES				

Admission Quota	:	Master of Business Administration
Entrance Test/ Admission Criteria	:	Admission Based on TANCET Entrance test and Maths subject in +2 or any degree
Fees in rupees	:	Rs.50,000/- per semester
Number of Fee Waivers offered	:	Not Applicable

Admission Calendar : May to June

PIO Quota : YES

Information about programmes offered at VCET

UNDER GRADUATE PROGRAMMES

Name of the Department	Name of the programs being offered	Year of start	Initial Intake	Increase in intake if any	Year of increase	AICTE Approval	NBA Accreditation Status*
Artificial Intelligence and Data Science	B.Tech. - AIDS	2022	60	--	--	YES	--
Bio-Medical Engineering	B.E-BME	2005	60	60	2014	YES	Granted accreditation Upto June 2025 (Vide: Letter No. F-33-287-2013-NBA – Dt. 10.02.2023)
Computer Science and Engineering	B.E – CSE	2001	60	30	2006	YES	
				30	2007		
Electronics and Communication Engineering	B.E.- ECE	2001	60	30	2006	YES	
				30	2008		
				60	2016		
Electrical and Electronics Engineering	B.E-EEE	2001	60	60	2011	YES	
Information Technology	B. Tech IT	2002	60	60	2012	YES	
Mechanical Engineering	B.E. - MECH	2012	60	60	2014	YES	Granted accreditation Upto June 2026 (Vide: Letter No. F-33-287-2013-NBA – Dt. 09.10.2023)
Civil Engineering	B.E.- CIVIL	2012	60	---	---	YES	---
Medical Electronics	B.E. – Medical Electronics	2018	60	--	--	YES	--
Computer Science and Engineering (Artificial Intelligence & Machine Learning)	B.E. CSE (AIML)	2023	60	--	--	YES	--

POST GRADUATE PROGRAMMES

Name of the Department	Name of the programs being offered	Year of start	Initial Intake	Increase in intake if any	Year of increase	AICTE Approval
Computer Science and Engineering	M.E - CSE	2006	18	6	2014	YES
Electronics and Communication Engineering	M.E.- Applied Electronics	2011	18	6	2014	YES
Bio-Medical Engineering	M.E - Bio-Medical Engineering	2022	12	-	-	YES
Master of Business Administration	MBA	2005	60	--	--	--

RESEARCH PROGRAMMES: Ph.D. (Recognized by Anna University, Coimbatore)

Name of the Department	Month & Year of Approval
Electronics and Communication Engineering	December 2021
Electrical and Electronics Engineering	December 2022
Mechanical Engineering	June 2023
Bio-Medical Engineering	June 2023
Physics	June 2021
Mathematics	June 2023

NAAC Accreditation Status

Accredited	'A+' Grade – CGPA 3.33 in Cycle 2
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15. Infrastructural Information

- Class Rooms & Laboratories of Departments
 - [Artificial Intelligence and Data Science](#)
 - [Bio-Medical Engineering](#)
 - [Civil Engineering](#)
 - [Computer Science and Engineering](#)
 - [Electronics and Communication Engineering](#)
 - [Electrical and Electronics Engineering](#)
 - [Mechanical Engineering](#)
 - [Information Technology](#)
 - [Medical Electronics](#)
 - [Science and Humanities](#)
 - [Master of Business Administration](#)
- Training and Placement
- Library
- Auditorium
- Seminar & Conference Halls
- Sports Facility

- Hostel
- Medical Facility
- Cafeteria
- Transport Facility
- Wi-fi Facility
- Bank & ATM

16. Academic Sessions

Academic Sessions	: Engineering & Technology
Examination System, Year /Semester	: Semester Pattern @ Two semesters per year
Period of declaration of results	: within 30 Days after completion of semester examinations

Academic Sessions	: Master of Business Administration
Examination System, Year /Semester	: Semester Pattern @ Two semesters per year
Period of declaration of results	: within 30 Days after completion of semester examinations

17. Counselling / Monitoring

Counseling / Monitoring	- Regular Counseling for students by Class advisors and mentors once every week
Career Counseling	- Done during faculty advising regularly and also by department Placement coordinators
Medical facilities	- A Medical Room is provided in the Institute and Hostel equipped with a doctor & team. In addition to that we have tie up with hospitals at Erode
Student Insurance	- All Students are covered under Insurance Scheme with National Insurance.
Sum assured	- Rs. 1,00,000/- for student who dies in accident - Rs. 1,00,000/- for the parent of the student who pays fees for the student Rs. 10,000/- for Hospitalization and Medical Expense.

18. Students Activity Bodies

HOSTELS

Hostel Details:

Hostels	No. of Rooms	No. of Students Accommodated
Hostel For Boys:	40	180
Hostel For Girls:	110	250

LIBRARY

Our institute Library is the main source of knowledge, which is an integral and important part of our institute for higher learning.

The central library is housed in a four-storied building located on the eastern side of the main building. The total area of the library is 1197.86 sq.m. It is well equipped with reference books, textbooks, journals, magazines and newspapers etc.

All the books are bar-coded and bar-code laser scanners are used at the circulation counter for book transactions. All books are classified according to D.D.C Scheme. Seating capacity of the library is 300. The Library provides Online Public Access Catalogue (OPAC) service to its users in addition to the other usual services and photocopying and printing facilities.

A CCTV surveillance system with 17 cameras is functioning in the library.

34 terminals with headphones and mikes are available in the Digital Library section with internet access facility to facilitate access to the DELNET, NPTEL, e_books and IEEE ASPP online resources.

The library has a wireless access point to enable faculty and students to browse the Net inside the library premise.

The library aims to stock all the books and periodicals that the students and staff members are expected to read and enrich their knowledge.

Our institute is a member in National Digital Library and our faculty members and students have registered in NDL.

Scholarly journal Subscription

List of e-journal packages:

Sl. No.	Name of the e-Journal publisher	Name of the relevant courses
1.	IEEE ASPP Online	208 Journals with back files for 2005 Computer Engineering, Computer Science, Electrical and Electronics Engineering, Telecommunications and related disciplines.

LIBRARY COMMITTEE

S. No.	Name of the Member	Designation	Position in Committee
1.	Dr. M. Jayaraman	Principal	Chairman
2.	Dr. A. Chinnaraj	Sr. Librarian	Secretary
3.	Dr. V. Chandrasekaran	Prof & Head Med. Electronics	Library Coordinator
4.	Dr. V. K. Manavalasundaram	Chief Coordinator – Innovation & Infrastructure	Member
5.	Dr. R. Kumaravelan	CCO-A & Prof. & Head Mech.	Member
6.	Mr. P. Jayachandar	Dean - Students Affairs	Member
7.	Dr. M. Nisha Angeline	Prof & Head - ECE	Member
8.	Dr. P. Sakthivel	Prof & Head - EEE	Member
9.	Dr. S. Jabeen Begum	Prof & Head - CSE	Member
10.	Dr. S. Mangai	Prof & Head - BME	Member

11.	Dr. C. Karthik	Asst. Prof. & Head - Civil	Member
12.	Dr. S. Sadesh	Prof & Head - AI&DS	Member
13.	Dr. T. Vetrivel	Prof. & Head - MBA	Member
14.	Dr. M. Eswaremurthi	Prof & Head - Mathematics (S&H)	Member
15.	Dr. Deepa Jananakumar	Prof & Coordinator Physics	Member
16.	Dr. K. Manikandan	Prof & Coordinator, Chemistry	Member
17.	Dr. S. Hemalatha	Prof & Coordinator, English	Member
18.	A. Jeevitha	Final ECE	UG Student Member
19.	B. Ragul	Final MBA	PG Student Member

Functions

- To review and make recommendations for the purchase of books and journals.
- To review the performance of the library in supporting and assisting scholarly activities.
- To monitor technical developments (such as automation or computerization) for the library.
- To consult with and to advise appropriately on library budget matters.
- To receive recommendations from Departments and Deans for upgradation of the library resources.

Training and Placement

The *Training and Placement* Cell of VCET is provided with a well-equipped training facility and separate, well-furnished rooms for interviews and counselling. The main objective is to organize campus interviews for final year students with industries and business houses of repute from all over India and to prepare students to face campus.

The Placement and Training Cell understands the career objectives of students keeping in mind the current trends in the competitive world. In this respect its mission is to impart multiple skills to students by organizing various skill development and career counselling programmes and workshops.

The **Training and Placement Cell** Organizes various of training program for the students with the help of in-house experts and experts drawn from professional agencies. The activities are proved exceptionally useful in shaping the career of the student. The Staff members of the placement Cell together as a team in determining the students to the requirements of various industries. Several **Career guidance program, reasoning tests, aptitude tests, Puzzle Solving, Group Discussions, Mock Interviews, Brain Storming Sessions, Core Discussion, Pick and Speak, Communication Skills and sharing their experiences** etc., are organized on regular basis in order to motivate and develop the personality of the students.

Training activities are organized throughout the year in an effort towards preparing the prospective students for the campus selection programmes.

TRAINING & PLACEMENT COMMITTEE

Name	Designation	Position
Mr. P. N. Karthik	Sr. Placement Officer	Member Secretary
Mr. P. Karthikeyan	Placement Officer	Member
Dr. M. Malaravan	Placement Officer	Member
Mr. A. C. Senthil Kumar	Assistant Placement Officer	Member

- The committee shall organize campus placement & training programmes for various companies with the coordination of the TPO.
- Off campus placement also organized based on companies' preference.
- The Training and Placement committee arranges career guidance programmes (CGP), soft skills programmes, personality development programmes through external experts. Such programmes are arranged for the students to develop their communication skills and to build their self-confidence. Also trainings in aptitude and in C, C++ language are arranged to improve their technical knowledge. Before the campus interviews, mock interviews are conducted to enhance the skills of the students and to motivate them in order to enable them to face the interviews successfully. The pre-final year students are also trained with the help of expertise of final year students (already placed).
- MOUs have been signed with reputed companies for soft skills, guest lectures, industrial visits, project guidance and recruitments.

PLANNING AND MONITORING BOARD

S.No	Name	Position Chairman / Member	Category	Present Professional position/ Occupation
1	Dr.M.Jayaraman	Chairman	Principal of the college	Principal
2	Prof. P. Jayachandar	Member	Senior faculty member of the college	Dean (Student Affairs)
4	Dr. R. Sivasubramaniam	Member	Senior faculty member from university / other college	Prof. / Mechanical (Retd.) Coimbatore Institute of Technology, Coimbatore
5	Mr. M. Chinnasamy	Member	Industry expert in the field of engineering and technology	M/s Agni Steels (P) Ltd., Erode.
6	Mr. C. Devarajan	Member	Industry expert in the field of engineering and technology	URC Construction 119, Power House Road, Erode.
7	Ms. Karunambiga Kumar	Member	Architect / Civil Engineer	Reg. Architect, No.1, J.J.Avenue Karur, Bypass Road,

				Erode-12.
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- The college shall have a duly constituted Planning and Monitoring Board as prescribed in the Regulations to formulate long term and short-term development programmes for the college to achieve academic excellence in tune with the policies of the University.
- The college shall make provision to have an 'Alumni Association' to promote interaction between alumni and the college, as prescribed in the Regulations.
- The college shall have a 'Training and Placement Cell' to take care of training and placement requirements of the students, as prescribed in the Regulations.
- The Planning and Monitoring Board (PMB) shall have a minimum of seven members, including the Chairman. All other members will be nominated by the Chairman except the University nominee.
- The constitution of the PMB will be as follows:
 - ✓ Principal of the College – Chairman
 - ✓ Two senior faculty members of the college
 - ✓ Senior faculty from University / other college.
 - ✓ Two industrial experts in the field of Engineering / Technology
 - ✓ An expert in the area of Architecture / Civil Engineering

The Planning and Monitoring Board meeting shall be convened not less than twice a year and the interval between two consecutive meetings should not be more than six months.

FUNCTIONS:

- The planning and monitoring committee review the academic and other related activities of the college, review the students, faculty development programmes, visualize and formulate perspective plans for the development and growth of the college.
- Formulate Master Plan for campus development, facilitating implementation of the provision of the perspective plan, draw new schemes of development for the college, plan for resource mobilization through industry interaction, consultancy and extra-mural funding.
- To promote research and extension activities in the college campus, promote teaching innovations and student placement programmes, plan for sustaining the quality of education, quality improvement and accreditation of the college.
- Recommend schemes to promote participation of academic departments in community development activities in the region and to consider such other activities for furtherance of academic excellence.

GRIEVANCE REDRESSAL SYSTEM:

ANTI SEXUAL HARASSMENT AND COMPLAINTS CUM REDRESSAL COMMITTEE

Name	Position	Category
Dr. S. Mangai	HOD / BME	Chairperson
Prof. P. Jayachandar	Dean - Student Affairs	Member
Dr. S. Jabeen Begum	HOD / CSE	Member
Dr. S. Viveka	Prof. / IT	Member
Dr. Deepa Jananakumar	Professor & Coordinator - Physics	Member
Dr. C. Suseela	NGO	member

- Any type of grievance that a student might have with the other students / management / staff / examination matter etc must first be discussed with the concerned class mentor and HoD. As far as possible, the problem should be resolved at that level.
- Matters that are not resolved at the HoD and class mentor level, it must be brought to the notice of the Complaints cum Redressal committee by the class mentor through the respective HOD.
- The grievance must be clearly stated in writing.
- It must be forwarded to the co-ordinator of the Complaints cum Redressal Committee through the class mentor and the respective HOD.
- The principal will request the Complaints cum Redressal Committee to conduct an enquiry and submit its recommendations.
- The Complaints cum Redressal Committee will conduct the enquiry and submit its recommendations to Principal for appropriate action.

VCET believes in gender equality and gender justice among all staff and students. Keeping this in view the committee is empowered to ensure an organizational climate, free from discrimination and harassment with a particular focus on sexual harassment. The committee is responsible for looking in to any complaints from staff and students about women harassment inside the institute.

Harassment in any form shall subject a student to disciplinary action leading up to expulsion from the institute. However, if it is found through the course of the investigation, that the incident and there by the accusation are fabricated then the complainant will face severe disciplinary action.

ANTI-RAGGING COMMITTEE

Ragging is strictly banned in VCET. If anybody is found indulged in such kind of activities, strict action will be taken irrespective of the nature of ragging. Ragging is banned by Supreme Court of India, In order to prevent such kind of activity in campus; an anti-ragging committee have been formed and brought into operation even before the commencement of 1st year classes.

Name	Position	Professional Designation
Dr. M. Jayaraman	Chairman	Principal
Mr. M. K. Jaganathan	Member	Asst. Deputy Superintendent of police
Mr. S. Balasubramanian	Member	Deputy Block Development Officer
Mr. K. C. Rathinasamy	Member	State President, Tamilnadu Farmer's Association
Mr. N. Periasamy	Member	Administrative Manager - VCET
Mr. E. R. Sathiyamurthy	Member	Parent's Representatives
Mr. L. Gokul	Member	Student's Representative
Mr. D. Karthigaivashan	Member	Student's Representative

ANTI-RAGGING SQUAD

Name	Position	Category
Dr. M. Jayaraman	Chairman	Principal
Dr. R. Kumaravelan	Member	CCO-A & Prof. & Head / Mechanical
Dr. V. K. Manavalasundaram	Member	CCO-I&I & Prof / IT
Dr. M. Eswaramurthi	Member	Prof. & Head / Mathematics
Mr. N. Periasamy	Member	Administrative Manager - VCET
Dr. K. Manikandan	Member	Prof. & Coordinator / Chemistry
Mr. G. Praveenkumar	Member	Asst. Prof. / Physics, Dy.warden of Boys Hostel

Ms. R. Savitha	Member	Asst. PD./ Physical Education, Dy.warden of Girls Hostel
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Punitive measures for ragging:

Depending upon the nature and gravity of the offense as established by the anti-Ragging committee, the possible punishments for those who are found guilty of ragging shall be one or any combination of the following.

- Cancellation of admission
- Suspension from the college
- Debarring from representing the college in any form
- Withholding the results
- Collective punishment when the persons committing or abetting the crime of ragging are not identified
- Rigorous imprisonment and fine as per Law in force.
- Posters displaying Ragging prohibitory rules have been disseminated at all blocks including hostels

WOMEN EMPOWERMENT CELL

The Women Empowerment Cell has established in the college campus to empower the women, to enhance understanding of issues related to women and to make the college campus a safe place for women students with following objectives.

- Identification of strong leadership and change makers and building their capacity.
- To promote a culture of respect and equality for female gender.
- The provision of opportunities and programs for female gender to be financially, mentally and emotionally empowered so as to promote their growth as individuals in their own right.
- To make them aware about the guidelines of Supreme Court and to ensure that sexual harassment is treated as an unacceptable social behavior within the institution and the society.
- To involve students of VCET to interact with rural and urban women who lack formal education and identify projects suitable for up gradation using technology.
- To conduct seminar, workshop to impart knowledge of opportunities and tools available and train the women.
- To inculcate entrepreneurial attitude among young girls, scientists at the earliest so that they can be “job givers” rather than “job takers”.

OTHER ACADEMIC AND ADMINISTRATIVE BODIES

Common Purchase Committee

Name	Designation	Position
Thiru. S. D. Chandrasekar	Secretary & correspondent	Chairman
Dr. M. Jayaraman	Principal	Convener
Prof .P. Jayachandar	Dean (Student Affairs)	Member
Mr. N. Periasamy	Administrative Manager	Member

Objective:

To formulate and do adopt purchase procedures taking into consideration of small, medium and heavy expenditure utilising either institute fund or project fund.

Purchase procedure:

- Purchase up to Rs1000:

Heads of the departments are permitted to carry out purchases worth below Rs1000/-without calling for quotations but after satisfying that the items purchased or service acquired are of requisite quality/ specifications.

- Purchase up to Rs 10,000 for a single item and up to Rs 20,000 for multiple items:

A single quotation is sufficient.

- Purchase above Rs 10,000 for any single item and above Rs 20, 000 for multiple items:

Minimum 3 quotations in sealed covers are to be called for. Such quotations should be obtained either from the manufacturers directly or authorized dealer / distributors who are registered with commercial tax department. Quotations, as far as possible should be called from original manufacturers/reputed and regular dealers only. In case quotations obtained from the agents, a letter of authorization is required to be obtained for opening of quotations and preparation of comparative statements.

For all purchase proposals above Rs 50,000/-, price negotiation is done by purchase committee and then purchase order.

Controller of Examinations:

Name	Designation	Position
Dr. M. Jayaraman	Principal	Chairman
Dr. K. R. Valluvan	Prof. / ECE	COE
Dr. S. Mahendrakumar	Prof. / ECE	Deputy COE
Mr. S. Vivekanandan	Asst. Prof. / CSE	Assistant COE [Systems]

The Institution was granted autonomy status by UGC from the academic year 2016-17. Accordingly an office of Controller of Examinations (COE) was formed to cater for various activities related to the examinations and publications of results thereof.

The Office of the COE is administrated by :

1. COE - Overall activities.
2. Deputy COE - To Coordinate office of COE and Examination cell, to take care of the curriculum, syllabi and the courses related details in coordination with the various chair persons of the programmes.
3. Assistant COE (Systems)- To develop and maintain both hardware and software modules required for the maintenance of examinations matters.

This involves preparation of the schedule of examinations, hall arrangements, invigilation duties, issue and receipt of the question papers and answer scripts in sealed covers, dummy numbering systems, posting of marks in the database, preparation of grade sheets, etc.

The examination system is monitored by the Result Passing Board consisting of the following members.

1. Principal-Chairman
2. University Nominee
3. Academic Council Nominee
4. Management Nominee
5. Industry Nominee
6. Alumni of the college
7. Chairpersons of all Board of Studies of the programmes and
8. COE as the convener.

This board is convened after the valuation of the answer scripts. The board discusses the relevant details pertaining to the conduct of examinations, invigilation and the valuations. The board analyses the grades and the results obtained by the students, course wise and program wise. After due considerations, the board approves the tabulated grades of the registered students (along with moderation marks if any) The Result Passing Board authorizes the publication of results.

EXAMINATION COMMITTEE:

Name	Designation	Position
Dr. M. Jayaraman	Principal	Chief Superintendent
Prof. P. Jayachandar	Dean (student affairs)	Additional Superintendent
Dr. M. Govindarajan	Exam Cell Coordinator	Exam Cell Coordinator

- The main function of this committee is to carry out University and other examinations.
- To distribute certificates (provided by the University) to the passed out students.
- To maintain the record of each and every issue related to the examinations.
- Any other duty/responsibility assigned by the principal for smooth conduct by university examination or any other examination.

ADMISSION COMMITTEE

Name	Designation	Position
Dr. M. Jayaraman	Principal	Convener
Prof. P. Jayachandar	Dean (Student Affairs)	Member
Mr. N. Periasamy	Administrative Manager	Member

- The committee is responsible for all admission matters, including the assessment of the validity of the documents submitted by the students for getting admission, in accordance with University guidelines.
- To review all rules relating to fees for effective student learning.
- To authenticate the lists of selected students for admission
- To decide on issues of acceptance of students under special circumstances.
- To discuss any other issues relating to admission and eligibility criteria.

RESEARCH & DEVELOPMENT CELL

Name	Designation	Position
Dr. M. Jayaraman	Professor & Principal	Head-R&D
Dr. V. Chandrasekaran	Professor & Head / Medical Electronics	Coordinator & Member
Faculty members from all the Departments		Member

- The research committee shall meet at least once in a semester and the committee shall review the individual scholar and the research publication of all faculty members, research proposals of the department, etc.
- The committee shall recommend the name(s) of research guide(s) along with his/her subject area(s) to the university as and when they qualify.
- The committee shall maintain and ensure the list of various subjects/courses for which adequate provision for research work is made available in the institute, together with a list of research guides in the institute whom it considers competent to supervise research in the relevant Engineering /Technology/ Management/ S&H disciplines.

ACADEMIC CELL

- Academic cell shall consist of the following persons:
 1. Principal Chairman
 2. Dean Member
 3. Heads of all departments Member
 4. Internal assessment coordinators Member
 5. Timetable coordinator Member
 6. Exam cell in charge Member
- The academic cell meeting is held twice in a semester.
- The academic schedule is prepared based on the Anna University academic schedule at the commencement of each semester which contains the commencement & end of internal assessment test, date of submission of result analysis and the date for dispatch of mark list to parents for each assessment test.
- For each internal assessment test, two question papers indicating different knowledge levels based on the blooms taxonomy with corresponding course outcome (CO) for each question are prepared by the faculty for each course.
- From the two question papers, one is selected by the HoDs for each course and submitted to the exam cell.
- Internal Test Squad is constituted to monitor and to ensure smooth conduct of assessment tests.
- After the announcement of University examination results, the result analysis for every class is prepared.
- After the announcement of revaluation results, the result analysis meeting is conducted by each department.

HUMAN RESOURCE DEVELOPMENT CELL & TEACHING LEARNING CENTRE

Name	Designation	Position
Mr. S. Hariprasath	Asst.Prof. / EEE	Coordinator

The HRD Cell & TLC have the following broad objectives

- To encourage faculty adopt modern pedagogy so that the class-room learning is multi-faceted.
- To strengthen the professional competence of the faculty by arranging training programmes in different topics based on the demands.
- To enhance orientation programmes for new faculty and leadership grooming for experienced faculty.
- To encourage staff to be members of various professional bodies and sign up MOU with the same.
- Each academic year, individual faculty members have the opportunity to share their professional work and interests with colleagues and the community through the **Faculty Lecture Series** on weekly basis.
- **FACULTY GRIEVANCE & APPELLATE COMMITTEE:**

Name	Position	Category
Dr. M. Jayaraman	Principal	Chairman
Prof. P. Jayachandar	Dean (Student Affairs)	Member

- Recommendations will be made by the committee based on the information received and a report will be submitted to the Secretary through Principal. Principal shall take suitable action based on the recommendations of the committee after getting approval from the Secretary.
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19. INTERNAL QUALITY ASSURANCE CELL (IQAC)

As per the guidelines of National Assessment and Accreditation Council (NAAC), the establishment of Internal Quality Assurance cell (IQAC) is a mandatory requirement for all NAAC- accredited institutions. The IQAC of VCET has been consistently and actively involved in quality sustenance and quality enhancement activities.

S. No.	Name	Designation & Department	
1.	Dr. M. Jayaraman	Principal	Chairperson
2.	Thiru. S.D. Chandrasekar	Secretary and Correspondent	Member from the Mgt.
3.	Thiru. N. Velumani	Executive Committee Member, VET	Nominee from Trust
4.	Thiru. M. Chinnasamy	Member, VET & Agni Steel Pvt. Ltd, Erode.	Member -Nominee from Local Society / Industry
5.	Dr. R. Kumaravelan	Professor & Head – MECH Chief Coordinator – Academics & Accreditation	Coordinator
6.	Prof. P. Jayachandar	Dean	Senior Admin. Officers

7.	Thiru. N. Periasamy	Administrative Manager	
8.	Dr. K.R.Valluvan	Controller of Examinations & Professor – ECE	
9.	Dr. V. K. Manavalasundaram	Chief Coordinator – Infrastructure & Innovation	
10.	Dr. V. Latha Jothi	Professor – CSE	Co-coordinator
11.	Dr. S. Mangai	Professor & Head- BME	Teachers
12.	Dr. C. Karthik	Asst. Professor & Head- CIVIL	
13.	Dr. S. Jabeen Begum	Professor & Head- CSE	
14.	Dr. M. Nisha Angaline	Professor & Head – ECE	
15.	Dr. P. Sakthivel	Professor & Head – EEE	
16.	Dr. R. Mynavathi	Professor & Head- IT	
17.	Dr. V. Chandrasekaran	Professor & Head – Med. Ele.	
18.	Dr. T. Vetrivel	Professor & Head- MBA	
19.	Dr. S. Sadesh	Professor & Head- AIDS	
20.	Dr. M. Eswaramurthi	Professor & Head- S & H	
21.	Mr. I. Subash	Assistant Manager – Engines, Royal Enfield , Chennai	Alumnus (2012-2016) Batch – Mech.
22.	Ms. U.K. Subikshaa	II Yr. Medical Electronics (Roll No. 732921MDR041)	Student member

20. Name of the Information Officer for RTI

Name of the Information Officer for RTI : Mr. N. PERIASAMY

Designation : Administrative Manage

Phone Number with STD Code : 0424-2244201 – 06

Fax Number with STD Code : 0424- 2244205

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