

**10<sup>th</sup> INTERNAL QUALITY  
ASSURANCE CELL  
(IQAC) MEETING  
ACADEMIC YEAR: 2021- 2022**

# **K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY**

**TIRUCHENGODE - 637 215**

**REF: KSRIET/IQAC/2021-22/01**

**DATE: 02.08.2021**

## **CIRCULAR**

### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

The 10<sup>th</sup> Internal Quality Assurance Cell (IQAC) Meeting is planned to be held **ONLINE due to COVID 19** on 28.08.2021 at 10.00 am for the academic year 2021 – 22 (Odd Sem). In this regard, all the heads, coordinators of various cells, forums and activities are asked to submit their report for previous academic year 2020- 21 before the meeting. All the IQAC members are asked to attend the meeting without fail.

The agenda is as follows.

1. To approve the Proceedings of the 9<sup>th</sup> IQAC meeting and it's follow up action
2. Submission of the annual report by the IQAC coordinator
3. To submit and approve the Minutes of Department Advisory Committee meeting of Department of CSE, EEE, ECE, MECH & IT held after the 9<sup>th</sup> IQAC meeting
4. To note the approval and the action suggested by the 12<sup>th</sup> governing council meeting held in the academic year 2020-21
5. To review Changes suggested in Vision, Mission, PEO, PSO and POs of various departments
6. To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.
7. To approve the appointment and relieving of Teaching and Non teaching faculty members after the 9<sup>th</sup> IQAC meeting
8. To submit and approve the Utilization/ Purchase report of institution, various departments and Library for the financial year 2020- 21
9. To approve the purchase of KSRCT CMS for E- governance management for the institution
10. To review and ratify Quality Assurance/Accreditation/ Ranking Initiatives
11. To note the admission/Enrollment details and approve the proposal for the submission of application to increase/decrease the seats / to introduce new course (if any)

12. To review and approve the report submitted by the academic and financial audits committee
13. To discuss the Choice Based Credit System of UG & PG curriculum and syllabus (R2017)
14. To submit and ratify the proceedings of the Feedback Review committee meeting for the academic year 2021-22
15. To ratify and action taken on the proceedings of the Academic Review meeting, Class Committee Meeting and Online Students' Feedback for academic year 2020-21
16. Review and approval of Value added courses/AddOns certification courses organized
17. Review and ratify the Average Percentage of courses with Practical Exposure
18. To submit the result of the Anna University Examination for the academic year 2020-21
19. To submit and analysis the CO, PO, PSO and PEOs attainment and further action to be initiated
20. To submit and discuss the placement for the last academic year 2020-21 and its improvement
21. To submit and discuss the Faculty development initiatives and financial support in the last academic year 2020-21 and its improvement
22. To review and discuss action taken on performance appraisal of Teaching and Non-Teaching Staff.
23. To submit and discuss the Research work and its progress in the academic year 2020-21
24. To submit and discuss the Industry Institution Interaction activities in the academic year 2020-21
25. To submit and ratify the proceedings of various committees like Grievances/ redressal, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums.
26. To submit and analysis the MOUs signed by the various department after the 9<sup>th</sup> IQAC meeting
27. To ratify the participation of students in sports, NSS, NCC, UBA, Swachh Bharath etc. in the academic year 2020-21
28. To discuss the students' performance in competitive exam like GATE/TANCET etc.
29. To submit and discuss the Energy audit, green audit report received and action taken as per the audited report.
30. Any other matter

  
**IQAC COORDINATOR**

  
**PRINCIPAL**

**Copy to All Stakeholders**

**K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY, TIRUCHENGODE – 637 215**

**INTERNAL QUALITY ASSURANCE CELL**

Academic Year 2021 – 2022

**ATTENDANCE SHEET (ONLINE)**

**Meeting: 01**

**Date: 28.08.2021**

S.No	Name of the Committee Members	Role
1.	Mr.R.Srinivasan	Chairman
2.	Dr.M.Venkatesan, Principal	Chairperson
3.	Dr.P.Veena, Head/EEE	IQAC Coordinator
4.	Dr.P.Meenakshi Devi, Director- Academics	Member
5.	Dr.B.Kalaavathi, Director-R &D	Member
6.	Dr.P.Murugesan, Director- IIIC &SD	Member
7.	Dr.R.Nandakumar, Director –Administration	Member
8.	Dr.R.Jeyabharath, COE	Member
9.	Dr.J.C.Kannan, Director – Student Affairs	Member
10.	Dr.S.Russia, Head/IT	Member
11.	Dr.P.Gopinath, Head/Mech	Member
12.	Dr.M.VimalaDevi, Head/CSE	Member
13.	Mr.P.Govindaraju, Head/ECE	Member
14.	Dr.R. Prabu, Head/ BME	Member
15.	Ms.R.Selvam	Librarian
16.	Mr.S.Dharmalingam	Physical Education
17.	Dr.P.Krishnamoorthi, Scientist – B, Research, Philips electronics India Ld, Mayata Tech Park, Bangalore.	Industrialist
18.	Mr.V.Devasenapathi Manager – 1, Engineering Caterpillar India Engineering Services Pvt. Ltd, Chennai.	Industrialist
19.	Dr.R.Sasikala, Associate Professor & HoD School of Computer Science and Engineering, VIT University, Vellore	Academician



20.	Mr.A.Alexraj Software Engineer, Hexaware Technologies, Chennai	Alumni
21.	Mr.J.Ramesh Bhonsle F/O Ms.Sushma Foreman, Vigneshwara Concrete, Bangalore	Parent
22.	Mr. G.Samrat, IV Mech	Student
23.	Mr. P.Kishore kumar, III Mech	Student
24.	Ms. S.Hemalatha, IV EEE	Student
25.	Ms. K.Sudhandiradhivya, III EEE	Student
26.	Mr. S.Thulasiraman, IV ECE	Student
27.	Ms. K.Selvabrindha, III ECE	Student
28.	Mr. K.Jaillesh, IV CSE	Student
29.	Mr. M.Shaheem.III CSE	Student
30.	Mr. K.S.Devesh, IV IT	Student
31.	Mr. B.S.Ranjith, III IT	Student
32.	Ms. M.Keerthanadevi, II BME	Student

*P. Keerthi*  
22/8/21  
IQAC COORDINATOR

*[Signature]*  
22/8/21  
CHAIRPERSON (IQAC)

**K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY, TIRUCHENGODE – 637 215**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the Meeting**

**Meeting : 01**

**Date of Meeting: 28.08.2021**

**Venue: Google meet**

With reference to the circular dated 02.08.2021, the members for Internal Quality Assurance Cell connected ONLINE for the 10<sup>th</sup> IQAC meeting through google meet.

The Principal, Convener/ Chairperson of the Internal Quality Assurance Cell welcomed the members for the meeting. The IQAC coordinator presented the activities of the Institution for the academic year 2020 – 2021 and the future plan of action for the current academic year 2021 -22.

The following are the suggestions/ action taken on the performance of the institution.

**Item 1: To approve the Proceedings of the 9<sup>th</sup> IQAC meeting and it's follow up action**

Resolved to approve the Proceedings of the 9<sup>th</sup> IQAC meeting and the follow up action in the academic year was reviewed

**Item 2: Submission of the annual report by the IQAC coordinator**

Resolved to ratify the annual report submitted by the institution for the academic year 2020- 21.

**Refer annexure I (Annual Report 2020-21)**

**Item 3: To submit and approve the Minutes of Department Advisory Committee meeting of Department of CSE, EEE, ECE. MECH & IT held after the 9<sup>th</sup> IQAC meeting**

Resolved to approve the minutes of DAC of various departments and their follow up action

**Item 4: To note the approval and the action suggested by the 12<sup>th</sup> governing council meeting held in the academic year 2020-21**

Resolved to Note the approval and the action suggested by the 12<sup>th</sup> governing council meeting held in the academic year 2020-21

**Item 5: To review Changes suggested in Vision, Mission, PEO, PSO and POs of various departments**

Feedbacks and suggestions seems to be good, from various stakeholders on Vision, Mission, PEO, PSO and POs. Hence it is suggested to continue the same. Resolved to retain the same

**Item 6: To read and ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.**

Resolved to ratify the letter received from AICTE, Anna University, Department of Higher Education, Government of Tamilnadu, Directorate of Technical Education, Chennai.

**Item 7: To approve the appointment and relieving of Teaching and Non teaching faculty members after the 9<sup>th</sup> IQAC meeting**

Resolved to approve the appointment and relieving of faculty and non teaching staff in the institution during the academic year 2020-21

**Refer Annexure II (List of Faculty/ non teaching appointed and relieved)**

**Item 8: To submit and approve the Utilization/ Purchase report of institution, various departments and Library for the financial year 2020- 21**

Resolved to approve Utilization/ Purchase report of institution, various departments and Library for the financial year 2020- 21

**Refer Annexure III  
(Utilization report of Institution, Departments and Library (2020-21))**

**Item 9: To review the KSRCT CMS for E- governance management for the institution**

Resolved to review and ratify the report on KSRCT CMS for E-governance management to achieve better management, reduction of paper usage and remote accessing for students and faculty

**Item 10: To review and ratify Quality Assurance/Accreditation/ Ranking Initiatives**

Resolved to ratify the application submitted for NIRF ranking and AISHE survey. Further, resolved to approve the submission of SSR for NAAC. The committee advised the students and faculty to take more online courses. Further it is also suggested to participate in various surveys like GHRDC etc. Also, suggested to apply for autonomous status and NBA renewal.

**Item 11: To note the admission/Enrollment details and approve the proposal for the submission of application to increase/decrease the seats / to introduce new course (if any)**

Resolved to note the admission/ Enrollment details are noted. Found to be good numbers. Suggested to improve MECH and EEE admissions

**Annexure IV (Admission Details)**

**Item 12: To review and approve the report submitted by the academic and financial audits committee**

The academic process was verified by the regular auditing systems and after elaborate discussion it was approved. The Annual Performance Audit report is suggested to be submitted in the next IQAC meeting as the results have not been published yet

**Item 13: To discuss the Choice Based Credit System of UG & PG curriculum and syllabus (R2017)**

Anna University Regulation 2017 curriculum and syllabus were discussed and analyzed. The departments are suggested to fill the gaps in curriculum through



seminars, workshops, Value additions and to make the students attain the graduate attributes effectively.

**Item 14: To submit and ratify the proceedings of the Feedback Review committee meeting for the academic year 2021-22**

Resolved to ratify the proceedings of the Feedback Review committee meeting held and suggested to conduct activities based on the feedback. The feedbacks received from Academic Review, Class Committee Meeting and Student's online feedback are reviewed. Corrective actions were suggested based on feedback. Appreciations were given for faculty with better feedback and counseling for faculty with poor feedback. **Refer Annexure III (Feedback Review Committee)**

**Item 15: To ratify and action taken on the proceedings of the Academic Review meeting, Class Committee Meeting and Online Students' Feedback for academic year 2020-21**

Resolved to ratify the feedbacks received from Academic Review, Class Committee Meeting and Student's online feedback. Corrective actions were suggested based on feedback. Appreciations were given for faculty with better feedback and counseling for faculty with poor feedback.

**Refer Annexure IV (ARM Analysis, Online Feedback Consolidated)**

**Item 16: Review and approval of Value added courses/AddOns certification courses organized**

Resolved to approve, Value added courses/AddOns certification courses organized by the institution in the current academic year

**Refer Annexure V (Proposed VAC 2021-22, Organized VAC for 2020-21)**

**Item 17: Review and ratify the Average Percentage of courses with Practical Exposure**

Resolved to approve, 25-30 courses per department for learning with practical exposure to promote better understanding of concepts.

**Refer Annexure VI (List enclosed)**

**Item 18: To submit the result of the Anna University Examination for the academic year 2020-21**

The Anna University result is found to be 99.64% during Nov/Dec 2020 and 99.65% in Apr/May 2021.

**Refer Annexure VII (Results Summarization)**

**Item 19: To submit and analysis the CO, PO, PSO and PEOs attainment and further action to be initiated**

The attainment of POs, PSOs and PEOs for the batch 2016 – 2020 and COs were analyzed. Committee suggested to take steps for increasing the attainment of PEO3. It was suggested to concentrate on the courses that have not attained the specified POs. It is also suggested to improve the attainment level and conduct more programs/ remedial classes to aid CO attainment

**Item 20: To submit and discuss the placement for the last academic year 2020-21 and its improvement**

The percentage of placement for the academic year 2019-2020 is 54.11%. The number of companies visiting the campus was improved more than the previous year. Suggested to conduct more company specific training for better results

**Refer Annexure VIII (Placement details)**

**Item 21: To submit and discuss the Faculty development initiatives and financial support in the last academic year 2020-21 and its improvement**

The details of FDP, Workshops, seminars, STTPs attended by faculty was discussed and found to be good. Suggested for improve participation by fresher's. Resolved to approve, the financial support given for these initiatives.

**Refer Annexure IX (FDP List with financial support)**

**Item 22: To review and discuss action taken on performance appraisal of Teaching and Non-Teaching Staff.**

The Performance Appraisal of Teaching and Non- teaching staff was reviewed and the appreciation details and action taken were discussed.

**Item 23: To submit and discuss the Research work and its progress in the academic year 2020-21**

The R&D work for the academic year 2018-19 was discussed and suggested to improve the number of proposals submitted to funding agencies. The number of journals and conference publications has improved compared to previous year. Increase the number of patent publishing.

**Refer Annexure X (Details of Grant Received, Journal, Patent, Conference Publications)**

**Item 24: To submit and discuss the Industry Institution Interaction activities in the academic year 2020- 21**

The activities of that were carried out like seminars, workshops, alumni interaction programs and various professional society activities like ISTE, IET, PALS, ICT etc with the involvement of industry professionals for the academic year 2018- 19 are discussed. Further, resolved to approve the seminar planned for the academic year 2019- 20. The number of internships was found to be less; hence committee suggested increasing the participation of inplant training and internships by students. The number of industry projects was also suggested to be increased.

**Refer Annexure XI (List of Seminars Planned 2021- 22 and Executed for 2020-21)**

**Item 25: To submit and ratify the proceedings of various committees like Grievances/ redressal, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums.**

Resolved to ratify the proceedings of various committees like Grievances/ redressal, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums for the academic year 2020-21



**Item 26: To submit and analysis the MOUs signed by the various department after the 9<sup>th</sup> IQAC meeting**

The MoUs signed by various departments and the institution was reviewed and the committee suggested to increase the signing of number of MoUs and the activities through them.

**Item 27: To ratify the participation of students in sports, NSS, NCC, UBA, Swachh Bharath etc. in the academic year 2020-21**

Resolved to ratify the students' participation in sports, NSS, NCC, UBA, Swachh Bharath etc and suggested to improve the contribution to society..

**Item 28: To discuss the students' performance in competitive exam like GATE/TANCET etc.**

As the participation in competitive exams is less, it is suggested to increase the number and motivate more students to attend GATE.

**Item 29: To submit and discuss the Energy audit, green audit report received and action taken as per the audited report.**

Resolved to note the energy audit, green audit report and hence take necessary actions suggested by auditors for better energy conservation and green campus ambience

**Item 30: Any other matter**

The members appreciated the effort taken by the institution for quality education. Suggestive actions were given for improvement. The chairman thanked the IQAC members for their valuable presence and opinions

  
**IQAC COORDINATOR**

  
**CHAIRPERSON (IQAC)**