

**5th INTERNAL QUALITY
ASSURANCE CELL
(IQAC) MEETING
ACADEMIC YEAR: 2018- 2019**

K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY

TIRUCHENGODE - 637 215

REF: KSRIET/IQAC/2018-19

DATE: 09.07.2018

CIRCULAR

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The 5th Internal Quality Assurance Cell (IQAC) Meeting is planned to be held at the Board room on 21.07.2018 at 10.00 am for the academic year 2018 – 19. In this regard, all the heads, coordinators of various cells, forums and activities are asked to submit their report for 2017- 18 before the meeting. All the IQAC members are asked to attend the meeting without fail.

The agenda is as follows.

1. Review of 4th IQAC Meeting minutes
2. Review of DAC meeting –minutes (2017-2018 even) & (2018-2019 odd)
3. Review of Governing Council Minutes
4. Annual Report Submission
5. Approval for Dropping of Program
6. Change of Vision, Mission, POs, PSOs & PEOs of various departments
7. Budget Allocation and Utilization
8. Level & Target Prescription
9. Discussion of curriculum and syllabus
10. NBA Process
11. Quality Assurance/Accreditation/ Ranking Initiatives
12. Approval of Value added courses for the academic year 2018-19
13. Average Percentage of courses with Practical Exposure
14. Analysis on PO, PSO and PEOs attainment
15. Analysis on Placement and Training activities
16. Analysis on Students Academic Performance in University Examinations and CO attainment
17. Mentoring and counseling
18. Industry Institution Interaction
19. Extra-curricular activities through sports, NSS, YRC etc
20. Student performance in competitive exams
21. Professional societies and student forum activities
22. Analysis on feedback from Academic Review, Class Committee Meeting and Student's feedback
23. Analysis on feedback obtained from Stakeholders and Analysis of Suggestions given by Feedback Review Committee
24. Conduct of academic audits

25. Faculty Development Initiatives and Financial Support
26. Performance Appraisal of Teaching and Non- teaching staff
27. R&D activities
28. Library
29. Development of Infrastructure
30. Grievances/ redressel, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums
31. Any other matter

P. V. K.
9/7/18
IQAC COORDINATOR

[Signature]
9/7/18
PRINCIPAL








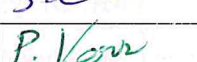
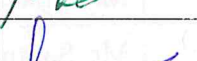

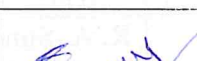
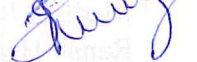
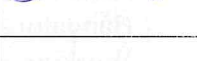



Copy to All Stakeholders

INTERNAL QUALITY ASSURANCE CELL

Academic Year 2018 – 2019

ATTENDANCE SHEET

Date: 21.07.2018

S.No	Name of the Committee Members	Role	Signature
1.	Mr.R.Srinivasan	Chairman	
2.	Dr.M.Venkatesan, Principal	Convener	
3.	Dr.P.Meenakshi Devi, Head/IT	Co-Convener	
4.	Dr.B.Kalaavathi, Head/CSE	Member	
5.	Dr.P.Murugesan, Head/ Mech	Member	
6.	Dr.R.Jeyabharath, Head/EEE	Member	
7.	Dr.R.Nandakumar, Head/ECE	Member	
8.	Dr.J.C.Kannan, Head/S&H	Member	
9.	Dr.P.Veena, Academic coordinator	Member	
10.	Mr.Lavanam Amballa, National Campus Manager, Wipro Ltd	Employer	
11.	Mr.Gajendran Ganesapandian, MTS 2Engineer, Paypal, Chennai.	Employer	
12.	Ms.Anitha.R, Principal, Institute of Road & Transport Technology, Chithode, Erode.	Academician	
13.	S.Ilakkiya Associate Engineer – Technology, Virtusa Consulting Services Private Limited, Chennai 600 089. ilakyasengodan@gmail.com.	Alumni	
14.	Mr. Vijay.P, IV Mech	Student	
15.	Mr. SanthoshKumar.V, III Mech	Student	
16.	Mr. Mohanraj.C, II Mech	Student	

17.	Mr.Samrat G, I Mech	Student	Samrat G
18.	Mr. Arun kumar.C, IV EEE	Student	Arunkumar
19.	Ms. Shankar Narayanan.M, III EEE	Student	M. S. K.
20.	Ms. Asha.R, II EEE	Student	Asha R
21.	Mr. Hemalatha.S, I EEE	Student	Hemalatha S
22.	Ms. Gokila.T, IV ECE	Student	T. Gokila
23.	Mr. Yogesh.S, III ECE	Student	Yogesh S
24.	Ms. Tejaswini.S, II ECE	Student	T. S.
25.	S.Thulasiraman, I ECE	Student	S. Thulasiraman
26.	Ms.Pavithra.E, IV-CSE	Student	P. Pavithra
27.	Mr.Praveenkumar.M, III-CSE	Student	Praveen Kumar
28.	Mr.Babu.R, II-CSE	Student	B. Babu
29.	Mr.Jaillesh K, I-CSE	Student	J. Jaillesh
30.	Mr. Divya.R, IV IT	Student	M. Divya
31.	Ms. Janani.M, III IT	Student	R. Janani
32.	Mr. SanthoshKumar.R, II IT	Student	Santhosh R
33.	K.S.Devesh, I IT	Student	Devesh K.S
34.	R. A. Sundaram, Medical Representative, Ranav Herbals, Bangalore. Working area: Erode	Parent	R. A. Sundaram

KSR INSTITUTE FOR ENGINEERING AND TECHNOLOGY, TIRUCHENGODE – 637 215
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting

Period: June 2018 – May 2019

Date of Meeting: 21.07.2018

Venue: Board Room

With reference to the circular dated 09.07.2018, the members for Internal Quality Assurance Cell were assembled at the Board Room for discussion of the various agenda.

The Principal, Convener of the Internal Quality Assurance Cell welcomed the IQAC Members for the 5th IQAC meeting. The IQAC coordinator presented the activities of the Institution for the academic year 2017 – 2018 and the future plans for the current academic year 2018 -2019.

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

S. No.	Agenda	Discussion/Action taken	Resp	Target
1.	Review of 4 th IQAC Meeting minutes	The minutes of the 4 th meeting was reviewed by the IQAC members	Principal	C
2.	Review of DAC meeting – minutes (2017-2018 even) & (2018-2019 odd)	The minutes of DAC meetings of all departments were reviewed and approved for action in the current academic year. Suggestions and ratifications are done wherever necessary.	PC	C
3.	Review of Governing Council Minutes	The minutes of 8 th GC was discussed and the suggestions given by the committee were put forth to the various programs coordinators for necessary action	Principal & PC	C
4.	Annual Report Submission	The IQAC coordinator presented the annual report for the year 2017-18. The report was analyzed and approved. Corrective measures were suggested towards improvement in various areas. (Annexure-I- Annual Report 2017-18)	Principal & PC	C
5.	Approval for Dropping of Program	It is planned to apply for removal of M.E. Computer Science Engineering Program from the academic year 2019- 20. The same is forwarded to GC for approval and ratification.	Principal & PC	C

6.	Change of Vision, Mission, POs, PSOs & PEOs of various departments	No major suggestions were received from the stakeholders on change of Vision, Mission, POs, PSOs & PEOs. So it is suggested to continue the same	Principal & PC	C
7.	Budget Allocation and Utilization	The budget utilization for the financial year 2017-18 and its audited statements were verified and approved. After elaborate discussion, the cell also approved the budget allocation for the coming year 2018-19.	Principal & PC	C
8.	Level & Target Prescription	The target and attainment level of the various batches were discussed. There were no issues in the attainment level except few cases. Also discussed the actions to attain the levels.	PC	C
9.	Discussion of curriculum and syllabus	Anna University Regulation 2017 (III to VIII) curriculum and syllabus were discussed and analyzed. The departments are asked to find the gaps in curriculum and take necessary actions like seminars, workshops, Value additions to make the students attain the graduate attributes.	PC	C
10.	NBA Process	Suggested to submit the SAR to NBA by the month of August 2018. It was approved to give dates in the month of Jan, Feb and March for NBA visit.	Principal & NBA coordinator	C
11.	Quality Assurance/Accreditation/ Ranking Initiatives	The committee advised to take more online courses. The number of students and faculty who attended NPTEL is approximately 180 in the academic year 2017-18. The IQAC committee suggested the institute to participate in NIRF & ATAL ranking.	Principal	C
12.	Approval of Value added courses for the academic year 2018-19	The various departments proposed the Value addition needed for the year 2018-19 for approval. The committee resolved to approve it after discussion. The conduction of VAC approved in the 4 th IQAC meeting was verified by the IQAC. (Annexure -II)	PC	C

13.	Average Percentage of courses with Practical Exposure	The committee discussed the courses taught in the academic year 2017-18. Further, it was suggested to increase the number of courses that are taught through IPT/Internships/Projects etc to develop their understanding capability through practical implementation(Annexure -III)	PC	C
14.	Analysis on PO, PSO and PEOs attainment	<p>The attainment of POs, PSOs and PEOs for the batch 2014 - 2018 and COs were analyzed.</p> <p>Suggested to take steps for increasing the attainment of PEO2 and PEO3.</p> <p>It was suggested to concentrate on the courses that have not attained the specified POs. To improve the attainment level,</p> <ul style="list-style-type: none"> • Suggested to conduct any induction programme to achieve PO11 and PO7. • Planned to conduct the refresher programme for PO12. 	PC	C
15.	Analysis on Placement and Training activities	The percentage of placement for the academic year 2017-2018 is 48.37%. The number of companies visiting the campus was improved more than the previous year. Centre of excellence was developed in association with Virtusa and VMware for improving the placement. (Annexure -IV)	T&P	C
16.	Analysis on Students Academic Performance in University Examinations and CO attainment	The Anna University result is found to be and 74.10% in Apr/May 2017 and 62.37% during Nov/Dec 2017 Examinations. Previous year CO attainment has been analyzed and the recommendations were given to concentrate on those subjects which have not attained the COs in this academic year. (Annexure -V)	PC	C
17.	Mentoring and counseling	Mentoring and counseling systems were functioned smoothly. Monitored by mentoring and counseling committee.	Faculty	C

18.	Industry Institution Interaction	Students' were encouraged to involve in industry readiness program, internship and in-plant training under the guidance of III Cell. The members approved the action plan for seminars, workshops planned by various cell and forums for the year 2018-19. The members verified the conduction of approved seminar activities for the year 2017-18 approved in the 4 th IQAC meeting. (Annexure -VI)	Principal & III cell coordinator	C
19.	Extra-curricular activities through sports, NSS, YRC etc	Won District level gold in athletic events like 100m, 200m, 400m running race and 4x100M relay, pole vault, High jump, etc., Various programmes to be organized through NSS, YRC for the benefit of the society and environment like health awareness, clean city, etc.,	Principal, PD & respective coordinator	C
20.	Student performance in competitive exams	In order to improve the student participation and performance in competitive exams RAMAX academy is involved to give GATE coaching during weekends.	PC	C
21.	Professional societies and student forum activities	IEI Student chapter is inaugurated in all the departments and planned to conduct various technical events..	PC	C
22.	Analysis on feedback from Academic Review, Class Committee Meeting and Student's feedback	Student's feedback in Academic review, Class committee meeting has been carried out frequently. Suggestions given by them were analyzed and rectified. (Annexure -VII)	PC	C
23.	Analysis on feedback obtained from Stakeholders and Analysis of Suggestions given by Feedback Review Committee	Stakeholders' feedbacks were analyzed and reviewed their suggestions. Also PO, PSO, PEO attainments were analyzed. The action suggested by feedback review committee was discussed and approved for implementation. (Annexure -VIII)	Principal	C

24.	Conduct of academic audits	The academic process was verified by the regular auditing systems and no issues were raised. The annual Performance Audit report was reviewed and suggestions were given for areas of improvement	Academic coordinator	C
25.	Faculty Development Initiatives and Financial Support	The details of FDP, Workshops, seminars, STTPs attended by faculty were discussed and the financial support received by faculty is approved by the IQAC committee. (Annexure -IX)	Principal	C
26.	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 was discussed.	PC	C
27.	R&D activities	The department of EEE has received Research centre Approval from Anna University, Chennai. Other departments are also suggested to take initiatives for the same. More faculty members have completed their Ph.D. degree and few faculty members are yet to complete this year. Suggested to get guideship by Ph.D. supervisors in Anna University	R&D coordinator	C
28.	Library	Approximately 2275 number of volumes was purchased to increase the availability of resource. The committee advised to increase the usage of e-journals like CMTI, CPR, NISCAIR, Indian Academy of science.	Librarian	C
29.	Development of Infrastructure	Infrastructure of institution was very good with high cost investments. It is suggested to set up surveillance camera in all floors and key points of the institution.	Principal	C
30.	Grievances/ redressel, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums	The minutes and the action taken by the various committee was ratified and approved after discussion.	Principal	C

31.	Any other matter	The faculty members are suggested to attend more online courses, collaborative research work with other foreign institutions. Suggested to set up incubation centers with industries	Principal	C
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P. Veen
21/7/18
IQAC COORDINATOR

[Signature]
21/07/18
CONVENER
(Internal Quality Assurance Cell)