

**7th INTERNAL QUALITY
ASSURANCE CELL
(IQAC) MEETING
ACADEMIC YEAR: 2019- 2020**

K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY

TIRUCHENGODE - 637 215

REF: KSRIET/IQAC/2019-20/02

DATE: 04.02.2020

CIRCULAR

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The 7th Internal Quality Assurance Cell (IQAC) Meeting is planned to be held at the Board room on 22.02.2020 at 10.00 am for the academic year 2019 – 2020 (Even Sem). In this regard, all the heads, coordinators of various cells, forums and activities are asked to submit their report for 2019- 20 (Odd Sem) 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 6th IQAC meeting and its follow up action
2. To submit and approve the Minutes of Department Advisory Committee meeting of Department of CSE, EEE, ECE, MECH & IT held after the 6th IQAC meeting
3. To note the approval and the action suggested by the 10th governing council meeting held in the academic year 2018-19
4. To approve the appointment and relieving of Teaching and Non teaching faculty members after the 6th IQAC meeting
5. To submit and approve the budget proposal of institution, various departments and Library for the financial year 2020- 21
6. To review and ratify Quality Assurance/Accreditation/ Ranking Initiatives
7. To review and approve the report submitted by the academic and financial audits committee
8. To ratify and action taken on the proceedings of the Academic Review meeting, Class Committee Meeting and Online Students' Feedback for academic year 2019-20 (odd sem)
9. Review and approval of Value added courses/AddOns certification courses organized
10. To submit the result of the Anna University Examination held during Apr/May 2019 and Nov/Dec 2019
11. To submit and analysis the CO attainment and further action to be initiated
12. To discuss the placement for the last academic year 2019-20 after the 6th IQAC meeting and its improvement

13. To submit and discuss the Faculty development initiatives and financial support after 6th IQAC meeting and its improvement
14. To submit and discuss the Research work and its progress in the academic year 2019-20 (Odd Sem)
15. To submit and discuss the Industry Institution Interaction activities in the academic year 2019-20
16. To submit and ratify the proceedings of various committees like Grievances/ redressal, sexual harassment, anti ragging, SC/ST Cell etc, various clubs and forums.
17. To submit and analysis the MOUs signed by the various department after the 6th IQAC meeting
18. To ratify the participation of students in sports, NSS, NCC, UBA, Swachh Bharath etc. in the academic year 2019- 20
19. To approve conduct of Energy audit, green audit
20. 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 2019 – 2020 (Even Sem)

ATTENDANCE SHEET

Meeting: 02

Date: 22.02.2020

S.No	Name of the Committee Members	Role	Signature
1.	Mr.R.Srinivasan	Chairman	
2.	Dr.M.Venkatesan, Principal	Chairperson	<i>[Signature]</i>
3.	Dr.P.Veena	IQAC Coordinator	<i>[Signature]</i> 22/2/20
4.	Dr.P.Meenakshi Devi, Head/IT	Member	<i>[Signature]</i> 22/2/20
5.	Dr.B.Kalaavathi, Head/CSE	Member	<i>[Signature]</i> 22/2/20
6.	Dr.P.Murugesan, Head/ Mech	Member	<i>[Signature]</i> 22/2/20
7.	Dr.R.Jeyabharath, Head/EEE	Member	<i>[Signature]</i> 22/2/20
8.	Dr.R.Nandakumar, Head/ECE	Member	<i>[Signature]</i> 22/2/20
9.	Dr.J.C.Kannan, Head/S&H	Member	<i>[Signature]</i> 22/2/20
10.	Mr.Lavanam Amballa, National Campus Manager, Wipro Ltd	Employer	<i>[Signature]</i>
11.	Mr.Gajendran Ganesapandian, MTS 2Engineer, Paypal, Chennai.	Employer	<i>[Signature]</i>
12.	Ms.Anitha.R, Principal, Institute of Road & Transport Technology, Chithode, Erode.	Academician	<i>[Signature]</i>
13.	S.Ilakkiya Associate Engineer – Technology, Virtusa Consulting Services Private Limited, Chennai 600 089. ilakyasengodan@gmail.com.	Alumni	<i>[Signature]</i>
14.	Mr. SanthoshKumar.V, IV Mech	Student	<i>[Signature]</i>
15.	Mr. Mohanraj.C, III Mech	Student	<i>[Signature]</i>
16.	Mr.Samrat G, II Mech	Student	<i>[Signature]</i>

17.	Ms. Shankar Narayanan.M, IV EEE	Student	Shirley
18.	Ms. Asha.R, III EEE	Student	R. Asha
19.	Mr. Hemalatha.S, II EEE	Student	S. Hemalatha
20.	Mr. Yogesh.S, IV ECE	Student	Yogesh
21.	Ms. Tejaswini.S,III ECE	Student	S. Tejaswini
22.	Mr. S.Thulasiraman, II ECE	Student	S. Thulasiraman
23.	Mr.Praveenkumar.M, IV-CSE	Student	Praveen
24.	Mr.Babu.R, III-CSE	Student	Babu
25.	Mr.Jaillesh K, II-CSE	Student	Jaillesh
26.	Ms. Janani.M, IV IT	Student	Janani
27.	Mr. SanthoshKumar.R, III IT	Student	R. Santhosh
28.	Mr. K.S.Devesh, II IT	Student	K. S. Devesh
29.	R. A. Sundaram, Medical Representative, Ranav Herbals, Bangalore. Working area: Erode	Parent	R. A. Sundaram

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

Minutes of the Meeting

Meeting : 02

Date of Meeting: 22.02.2020

Venue: Board Room

With reference to the circular dated 04.02.2020, the members for Internal Quality Assurance Cell were assembled at the Board Room for discussion of the various agenda.

The Principal, Chairperson of the Internal Quality Assurance Cell welcomed the members for the 7th IQAC meeting. The IQAC coordinator presented the activities of the Institution for the academic year 2019 – 2020 (odd sem) and the future plan of action for the current even sem 2019 -20.

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

Item 1: To approve the Proceedings of the 6th IQAC meeting and it's follow up action

Resolved to approve the Proceedings of the 6th IQAC meeting and the follow up action in the academic year was reviewed

Item 2: To submit and approve the Minutes of Department Advisory Committee meeting of Department of CSE, EEE, ECE. MECH & IT held after the 6th IQAC meeting during the academic year 2019- 20(even sem)

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

Refer Annexure I (All Dept DAC Minutes 2019-20 Even)

Item 3: To note the approval and the action suggested by the 10th governing council meeting held in the academic year 2018-19

Resolved to Note the approval and the action suggested by the 10th governing council meeting held in the academic year 2019-20

Refer Annexure II (Minutes of 10th Governing Council)

Item 4: To approve the appointment and relieving of Teaching and Non teaching faculty members after the 6th IQAC meeting

Resolved to approve the appointment and relieving of faculty and non teaching staff in the institution after the 6th IQAC meeting

Refer Annexure III

(List of Faculty/ Non Teaching Appointed and Relieved)

Item 5: To submit and approve the budget proposal of institution, various departments and Library for the financial year 2020- 21

Resolved to approve the budget proposal of institution, various departments and Library for the financial year 2020- 21

Refer Annexure IV

(Budget Proposal (2020- 21) of Institution, Departments and Library)

Item 6: To review and ratify Quality Assurance/Accreditation/ Ranking Initiatives

Resolved to ratify the application submitted for NIRF ranking in the year 2020. Further it is also suggested to participate in various surveys like GHRDC, The Week, etc

Item 7: 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

Item 8: To ratify and action taken on the proceedings of the Academic Review meeting, Class Committee Meeting and Online Students' Feedback for academic year 2019-20 (Odd Sem)

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 V (ARM Analysis, Online Feedback Consolidated)

Item 9: 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 2019- 20(odd sem)

Item 10: To submit the result of the Anna University Examination held during Apr/May 2019 and Nov/Dec 2019

The Anna University result is found to be and 68.74% in Apr/May 2019 and 63.78% during Nov/Dec 2019 Examinations. The committee suggested to improve the results

Refer Annexure VI (Results summarization)

Item 11: To submit and analysis the CO attainment and further action to be initiated

The attainment of COs was analyzed. 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 12: To discuss the placement for the last academic year 2019-20 after the 6th IQAC meeting and its improvement

The percentage of placement for the academic year 2019-2020 is less. Suggested to place more students in the upcoming placement drives.

Item 13: To submit and discuss the Faculty development initiatives and financial support after 6th IQAC meeting and its improvement

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

Item 14: To submit and discuss the Research work and its progress in the academic year 2019-20 (Odd Sem)

The R&D work for the academic year 2019-20 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.

Item 15: To submit and discuss the Industry Institution Interaction activities in the academic year 2019-20

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 2019- 20 are discussed. The internships, Inplant training are suggested to improve.

Item 16: 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 2019-20

Item 17: To submit and analysis the MOUs signed by the various department after the 6th 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 18: To ratify the participation of students in sports, NSS, NCC, UBA, Swachh Bharath etc. in the academic year 2019-20

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

Item 19: To approve conduct of Energy audit, green audit

Resolved to conduct energy audit, green audit and take necessary for better energy conservation and green campus ambience

Item 20: 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)