

Minutes of the 12th IQAC meeting held on 30th June 2018 at 10.00 am in the Principal's chamber.

- The meeting commenced with the welcome address by Dr. P. Vijayakumar, Principal and chairperson of IQAC
- Mr. P.Sundaram, Director – IQAC before initiating the discussion introduced the newly nominated members of IQAC.
- He went on highlighting the achievements of the institution in academic, action taken over the minutes on the previous meetings. He further explained the plan of action for the academic year 2018 – 2019 and welcomed additional ideas for fine tuning the plan and for finalizing it.
- He further explained that the NAAC is making a number of changes in the guidelines for IQAC formation and AQAR preparation. He told that the IQAC of the institution is alive to the situation and acts swiftly in tune with the NAAC guidelines.
- The forum was open for discussion and Mr. B. Shanmuga sundaram came forward to support in design and fabrication for the industrial project on “Mechanised cable stripper” for III year mechanical engineering students as further steps in continuation of the steps taken earlier.
- He narrated the importance of revising the curriculum and syllabi based on the industrial needs and further mentioned that it is a long term process and we have to wait 6 to 8 years to see the fruits of the efforts.
- The discussion turned lively with the request of the student member Mr. M. Dinesh Banu to create a friendly atmosphere by the faculty members.
- The academic expert Dr. D. Bhanu, Alumni member Mr. S. Chandra mohan and Industrialist Mr. B. Shanmuga sundaram emphasized the need for present day students to have better communication skills besides practical knowledge gained in their campus life.
- Upon further discussion, it was decided to tone up our mentoring system and develop peer group involving both students and faculties to improve quality of learning.
- The academic expert Dr. D. Bhanu narrated the importance of a holistic development of the students in order to get placement and was appreciative of the present practices in the institution. She further narrated the importance of whole hearted participation of the students

- The alumni member Mr. S. Chandramohan stressed the need for improving the communication ability of the students and propagating the message of seizing every opportunity for improving their communication skills.
- Summarising the discussion the chairperson informed to the members of IQAC about students mentoring system and relevant training giving to a peer team of faculties in this regard. He assured for further improvements.
- The meeting came to an end by 11.30 am with a vote of thanks by the Secretary/IQAC

Secretary

T. R. Suresh
30/6/18

Director


30/6/18

Chairperson / Principal

P. Jini
30/6/18

Action Taken Report for 12th IQAC meeting held on 30/06/2018

Sl. No:	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings.
1	Approval of Plan of action (AY 2018-19)	The HoDs/ centre-coordinators framed plan of action as deliberated and taken steps to carry the same effectively.
2	Focus on Improving the Communication Skills.	Students having difficulty in communicating with English are offered training for both oral and written communication as a special initiative.



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Minutes of the 13th IQAC meeting held on 26th September 2018 at 10.00 am in the Principal's chamber.

- The chairperson Dr.P.Vijaykumar, Principal welcomed the members for the meeting. He narrated about the eventful days ahead being at the beginning of the new academic year. Hence requested the members' active participation in the day's proceedings.
- Prof.P.Sundaram, Director – IQAC introduced the newly nominated members of the cell and welcomed them to the IQAC meeting and solicited their co-operation by offering valuable suggestions towards reaching academic excellence by the institution.
- As the deliberations focussed mainly on the major stakeholder viz, students of the institution, after elaborate discussion the following decisions are taken.
- Freshmen who come under regulations 2018 need to be oriented with refresher courses, familiarisation with campus awareness about the facilities available and effective utilisation.
- As there is paradigm shift in the teaching-learning process, heightened importance is to be given in the offering enriched courses formed in 'Smart class rooms'.
- To impart requisite skill sets to help the future engineers / technologists in getting better employment opportunities.
- Further it is decided to strengthen Administrative and Academic (AAA) Audit process by getting internal as well as external experts.
- The secretary, IQAC requested for the accurate and timely furnishing of data developing MIS database mainly focussed at the accrediting agencies like NAAC and NBA. He narrated about the data templates developed in live with NAAC's criteria for usage in the departments/ programme centres.
- It has been decided to adopt the AQAR 2017-18 for submission to NAAC with certain modification.
- The meeting came to the end by 11.15am with a vote of thanks by the secretary / Co-ordinator.

Secretary

Director



Chairperson/ Principal

Action Taken Report for 13th IQAC meeting held on 26/09/2018

Sl. No:	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings.
1	Enriching the courses through "Smart Class rooms"	12 smart classrooms are utilized to enrich the courses and facilities added routinely for ICT enabled Teaching.
2	Strengthening the Administrative and Academic Audit process	External experts for Administrative and Academic Audit engaged every year and audit carried out.



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Minutes of the 14th IQAC meeting held on 21st December 2018 at 10.00 am in the Principal's chamber.

- The meeting commenced with the welcome address by Dr. P. Vijayakumar, Principal and chairperson of IQAC
- Director – IQAC, Highlighted the action taken over the minutes of the previous meeting and narrated the progress made over the planned activities for the Academic Year 2018 -19.
- Mr.B.Shanmugasundaram suggested to include representatives having industrial exposure in the Placement & Training Cell. It was decided to form a team by taking placement coordinators of various programmes. The team would be given orientation by conducting programs with persons drawn from industries as resource persons.
- Mr.B.Shanmugasundaram, explained about the need for introducing Interdisciplinary courses in Undergraduate level.
- Research projects which are facing funds crunch from DST and other funding agencies may be advised to go for project funding by raising soft loans from lenders for such projects.
- It was decided to encourage participation in the 'India Innovation Challenge Design contest' organized by TI and MHRD considering the supports readily available for those successful projects by way of mentoring/funding.
- Prof.T.K.Sethuramalingam, suggested for including lab experiments using TI web bench tool (open source).
- Student member, Mr.M.Dinesh Banu, expressed satisfaction about the effectiveness of the 'Smart class room' courses and mentioned that submission of online assignment is found easier.
- The chairperson assured the members to initiate action on the above deliberations.
- The meeting came to an end by 11.15 am with a vote of thanks by Director – IQAC.

Director


P. J. Prasad 21/12/19
Chairperson / Principal

Action Taken Report for 14th IQAC meeting held on 21/12/2018

Sl. No:	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings.
1	Inclusion of more resource persons from industries to train students	Hybrid delivery of courses by industrial experts/ Faculty members introduced to impart industrial knowledge in routine manner.
2	Encouraging students to participate in contests and events	Students are motivated to come out with ideas and participate in Ideation contest and mentors assigned to guide them and convert them in to Products/ Patents.



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Minutes of the 15th IQAC meeting held on 22nd March 2019 at 10 am in the Principal's Chamber

- The meeting commenced with the welcome address by Dr.P.Vijayakumar, Principal and Chairman of IQAC.
- The action taken report based on the minutes of the previous IQAC meeting was highlighted on:
 - Inclusion of more Resource persons from Industries to train students
 - Encouraging students to participate in contests and events
- Director IQAC informed that five programmes are applying for NBA Accreditation namely CSE, ECE, EEE, Mechanical and IT.
- The list of activities carried out during the even semester of 2018-19 was placed for information
 - Workshop on "Research Article Preparation" on 18.01.2019
 - Workshop on "Enhancement of quality in Learning & Development – An Industry Perspective" on 28.01.2019
- Dr.S. Sudalaimuthu, Vice-Chancellor, Karpagam University suggested to improve the Research Publications by the faculty members
- Mr.R.Shankar, LIC of India appreciated the effects taken by the institution in improving the Training and Placement for the students.
- Mr. B. Shanmugasundaram, Director, STEPS suggested to mandate the Internship for the students so as to make them industry ready.
- The meeting came to an end at 11.30 am with the vote of thanks by the coordinator, secretary.

Secretary, Coordinator


22/03/19

Director, IQAC


22/3

Chairperson / Principal


P. Anis
22/03/19

Action Taken Report for 15th IQAC meeting held on 29/03/2019

Sl. No:	Agenda/Discussion topic in the IQAC meetings	Action taken subsequently on the agenda points discussed in the IQAC meetings.
1	Introduction of inter disciplinary courses	Under the R2018, more inter disciplinary courses included with CBCS framework already in use and the initiative is effective.
2	Revision of Syllabi/ Curriculum	Inputs/ Suggestions from various stakeholders were received and the syllabi/ curriculum revised accordingly as a routine procedure in the institute for all the programmes offered.




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