

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 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 previous IQAC Meeting minutes	The minutes of the Previous 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.	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
4.	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
5.	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	PC	C

		like seminars, workshops, Value additions to make the students attain the graduate attributes effectively.		
6.	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
7.	Quality Assurance Initiatives	Suggested all the faculty members to involve in teaching delivery by using various methods for the assurance and enhancement of teaching and learning practices. 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	Principal	C
8.	Analysis on PO, PSO and PEOs attainment	The attainment of POs, PSOs and PEOs for the batch 2014 - 2018 and COs were analyzed. Suggested to take steps for increasing the attainment of PEO2 and PEO3. It was suggested to concentrate on the courses that have not attained the specified POs. To improve the attainment level, <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
9.	Analysis on Placement and Training activities	The percentage of placement for the academic year 2017-2018 is 77.08% in 58 companies. 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.	T&P	C

10.	Analysis on Students Academic Performance and CO attainment	Previous year CO attainment has been analyzed and found that specific courses have not attained the COs. The recommendations were given to concentrate on those subjects in this academic year.	PC	C
11.	Mentoring and counseling	Mentoring and counseling systems were functioned smoothly. Monitored by mentoring and counseling committee.	Faculty	C
12.	Industry Institution Interaction	Students' were encouraged to involve in industry readiness program, internship and in-plant training under the guidance of III Cell.	Principal & III cell coordinator	C
13.	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
14.	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
15.	Professional societies and student forum activities	IEI Student chapter is inaugurated in all the departments and planned to conduct various technical events..	PC	C
16.	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.	PC	C
17.	Analysis on feedback obtained from Stakeholders	Stakeholders' feedbacks were analyzed and reviewed their suggestions. Also PO, PSO, PEO attainments were analyzed.	Principal	C
18.	Conduct of academic audits	The academic process was verified by the	Academic	C

		regular auditing systems and no issues were raised.	coordinator	
19.	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. supervisor.	R&D coordinator	C
20.	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
21.	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
22.	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

Convener

(Internal Quality Assurance Cell)