Internal Quality Assurance Cell (IQAC)

KPR Institute of Engineering and Technology

KPRIET
Learn Beyond

Minutes of the IQAC Meeting No.01 - Academic Year : 2020-2021

Date   : 16.09.2020
Time   : 03.30 p.m. to 4.30 p.m.
Venue   : Imperial Hall - Legend

Members Present:

S.No.	Members	Category
1	Dr.M.Akila, Principal	Chairman
2	Mr.A.K.Munusamy	Management Member
3	Dr.J.Karpagam, Professor, EEE	Head - IQAC
4	Prof.L.Prabhu, AP (SL.G), Mech	Associate Head - IQAC
5	Er.Dinesh Ponnusamy, SAI Incubation Centre, Coimbatore	Industrialist
6	Dr.S.Ramachandran - Head/Chemical	Member
7	Dr.P.Thangaraj - Head/CSE	Member
8	Dr.V.Kumar Chinnaiyan - Head/EEE	Member
9	Prof.R.Rajeshwari - AP/BME	Member
10	Dr.G.Surendran - AsP/Chemical	Member
11	Dr.V.Rajeshkumar – AP(Sr.G)/Civil	Member
12	Prof.R.Sivaramakrishnan - AP(Sr.G)/CSE	Member
13	Prof.V.J.Vijayalakshmi - AP(Sr.G)/EEE	Member
14	Dr.V.Seethalakshmi - AsP/ECE	Member
15	Prof.M.Makesh Kumar - AP(Sr.G)/MECH	Member
16	Dr.K.Janagi - AP(Sl.G)/Maths	Member

S.No.	Agenda	Points Discussed	Action Taken
1	❖ Principal welcomed all the members ❖ Head - IQAC presented the minutes of the previous meeting and action taken report.		
2	Confirmation of Minutes of Previous IQAC Meeting	Faculty Review	❖ Faculty review was conducted in the month of June 2020 to review the performance of faculty members.
		Preparation of Academic Calendar	❖ Through CFAC (Center for Academic Courses) academic calendar was formulated and it was disseminated among the students and faculty members.

		Teaching Learning	❖ The chairman further briefed about the various facilities provided during the pandemic for teaching and learning for online activities such as Zoom, google meet etc. ❖ Students are encouraged to take up NPTEL courses, MOOC and additional value-added courses, liberal arts courses for exchange of electives in the respective semesters.
		Academic Audit	❖ Periodical Internal and external academic audits has been conducted to ensure the quality in the teaching learning processes.
2	Promotion of Research and Development	Research Activities	❖ Every month Center for Product Development (CPD) organizes a Project Expo (Internally) for the students to encourage upskill their practical skills. The project are evaluated by industry personnel. ❖ The institution encourages faculty to obtain funded projects and inter disciplinary collaborative projects. ❖ With reference of innovation, KPRIET is preparing for Atal Ranking of Institution on Innovation Achievements (ARIIA) for thr current academic year. However the institution has to improve upon activities related to consultancy and collaboration with industries in the vicinity and across the country.
3	Human Resource and Development	Faculty Appraisal Scheme & HR Policy.	❖ The Chairman appreciated that the transparent performance appraisal scheme for incentives and promotions. ❖ The HR Policy with amendments has been released and circulated among the members of the faculty.
3	Infrastructure and Learning resources	Additional Classrooms and Laboratory Facilities	❖ 10 additional laboratories are added as special labs and Centres of Excellence.
		Purchase of new equipment	❖ New Equipment was purchased worth of Rs.75 lakhs for various departments and Centre for Research and Development.

		Addition of e-resources	❖ With reference to library access, chairman said remote access is provided during pandemic through online library management system. ❖ 725 eBooks and CD and video resources has been added to the library.
4	Faculty and Students Internship	Faculty Internship	❖ Our Institution has the unique scheme wherein faculty members are encourage undergo the internship with manufacturing or automation related industries, research organizations to maximize their practical knowledge relevant to their field. ❖ Expert member from industry and a consultant to number of industries agreed to support the institute on this front.
		Students Internship	❖ Students underwent internship during their summer and winter vacations at various industries are exposed to industry environment to obtain the practical exposure about the engineering concepts and their applications.
5	The following points were suggested by the members of the IQAC ❖ Encourage all faculty members to pursue NPTEL/MOOC (Min.80%). ❖ Promoting faculty to publish papers in Scopus/Web of Science Journals and reviewing their academic and research performance periodically. ❖ Facilitate the students to undergo internship during the winter and summer vacation (Min. 75%). ❖ Encourage students to take part in national level competitions. ❖ Promoting Culture of Innovation among students.		

IQAC - Coordinator

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IQAC Chair Person

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<u>**Minutes of the IQAC Meeting No.02 - Academic Year : 2020-2021**</u>

Date   : 23.11.2020

Time   : 02.30 p.m. to 4.30 p.m.

Venue   : Imperial Hall - Legend

Members Present:

S.No.	Members	Category
1	Dr.M.Akila, Principal	Chairman
2	Mr.A.K.Munusamy	Management Member
3	Dr.J.Karpagam, Professor, EEE	Head - IQAC
4	Prof.L.Prabhu, AP (SL.G), Mech	Associate Head - IQAC
5	Er.Dinesh Ponnusamy, SAI Incubation Centre, Coimbatore	Industrialist
6	Dr.S.Ramachandran - Head/Chemical	Member
7	Dr.P.Thangaraj - Head/CSE	Member
8	Dr.V.Kumar Chinnaiyan - Head/EEE	Member
9	Prof.R.Rajeshwari - AP/BME	Member
10	Dr.G.Surendran - AsP/Chemical	Member
11	Dr.V.Rajeshkumar – AP(Sr.G)/Civil	Member
12	Prof.R.Sivaramakrishnan - AP(Sr.G)/CSE	Member
13	Prof.V.J.Vijayalakshmi - AP(Sr.G)/EEE	Member
14	Dr.V.Seethalakshmi - AsP/ECE	Member
15	Prof.M.Makesh Kumar - AP(Sr.G)/MECH	Member
16	Dr.K.Janagi - AP(Sl.G) / Maths	Member

S.No.	Agenda	Points Discussed	Action Taken
1	❖ Principal welcomed all the members ❖ Head - IQAC presented the minutes of the previous meeting and action taken report.		
2	Confirmation of Minutes of previous IQAC meeting	Motivate the students to take part in national level competitions	❖ Students participated in various national competitions such as IIT PALS, inter college events and online Quiz Contest and won many awards to the institute.
		Promoting Culture of Innovation among Students and Faculty	❖ Center for Innovation, Incubation and Entrepreneurship Development Cell(CIIED) motivates and guide to participate in the project contest and to improve further idea contests.

		Encourage all faculty members to pursue NPTEL / MOOC	❖ Every semester the faculty members and students will take-up online courses regularly.
		Promoting faculty to publish papers in Scopus/Web of Science Journals and reviewing their academic and research performance periodically	❖ Head, Center for Research and Development presented the status of the research and publication details and additional support will be provided if required to facilitate the research.
3	Curriculum Enrichment	Center For Academic Courses (CFAC)	❖ New value-added courses, one credit courses and skill upgradation courses may be introduced in various departments based on stakeholders feedback.
		Outcome Based Education	❖ Performance indicators may be given more importance while preparing course plan. ❖ Department level brainstorming session may be conducted by OBE coordinators.
4	Academic audit	Academic audit	❖ Academic audit is scheduled in the last week of October 2020 for ODD SEM.
	ISO	Status of ISO 9001:2015 audit	❖ Re-certification audit is scheduled during the First week of December.
5	Research and Development Activities	Center for Research and Development	❖ 122 research papers published in various scopus and Web of science during last three months period. ❖ To improve the research activities Online Conferences and Online Webinars were organized. ❖ New funding opportunities may be explored.
6	Industry - Institute Interaction	Industry - Institute interaction has to be improved further with the startup ideas and industry projects.	❖ AICTE – CII survey was prepared by individual departments and submitted. ❖ Final year (Main Project) and third year (Mini Project) have been undertaken with industry personnel support. ❖ More number of MoUs may be executed to enhance the industry institute interaction. ❖ New consultancy project needs to be explored through IIPC.

7	Students Activities	Student Participation and Progression	❖ Ignitrron is an technical club formulated to enhance the students' technical skills through forums like ISTE, SAE, IETE etc. ❖ Students has to be motivated to participation in cocurricular and extracurricular activities.
		Corporate Social Responsibilities	❖ Institute organized Talent show for school student. ❖ Waste Management, Tree Plantation etc. carried out through various NSS and UBA.
		Student Satisfaction Survey	❖ Students Feedback on facilities, Courses and faculty will be taken during the month of November.
8	The following points were suggested by the members of the IQAC ❖ Value added courses can be offered for the respective students, discipline in the latest evolving areas. ❖ TANCET / GATE coaching classes can be conducted for the interested students. ❖ Campus Management Software (CMS) has to be strengthened in line with the Teaching Learning Process.		

IQAC - Coordinator

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<u>Minutes of the IQAC Meeting No.03 - Academic Year : 2020-2021</u>

Date   : 05.02.2021
Time   : 03.00 PM to 04.45 PM
Venue   : Meeting Hall– Admin Block

Members Present:

S.No.	Members	Category
1	Dr.M.Akila, Principal	Chairman
2	Mr.A.K.Munusamy	Management Member
3	Dr.J.Karpagam, Professor, EEE	Head - IQAC
4	Prof.L.Prabhu, AP (SL.G), Mech	Associate Head - IQAC
5	Er.Dinesh Ponnusamy, SAI Incubation Centre, Coimbatore	Industrialist
6	Dr.S.Ramachandran - Head/Chemical	Member
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13	Prof.V.J.Vijayalakshmi - AP(Sr.G)/EEE	Member
14	Dr.V.Seethalakshmi - AsP/ECE	Member
15	Prof.M.Makesh Kumar - AP(Sr.G)/MECH	Member
16	Dr.K.Janagi - AP(Sl.G)/Maths	Member

S.No.	Agenda	Points Discussed	Action Taken
1	• Principal welcomed all the members • Head - IQAC presented the minutes of the previous meeting and action taken report.		
2	Confirmation of Minutes of previous IQAC meeting	• Value-added courses in emerging topics can be offered to students.	• For the benefit of the students, value-added courses such as Autodesk Fusion 360, MAT Lab, sketchup, ETABS, Auto CADD, and Revit Architecture & Structure as well as LabVIEW tools, have been carried.
		• GATE preparation classes can be arranged for students who are interested.	• The Career Advancement Cell monitors the attendance of 50 students at GATE coaching classes on a regular basis.

3	Academic Council Meeting	The committee discusses the minutes of the Academic Council meeting and finalise the institution's various academic activities for the academic year 2021 - 22	• The committee reviewed and recommended that individual departments shall conduct more online skill development technical programmes. • The faculty members are instructed to attend technical programs like webinars, online courses and STTPs etc. to enhance the efficacy of knowledge in the domain are of interest. • The members reviewed the admission process for the academic year 2021 – 2022 the merit scholarship and other fee concession for the welfare of the students.
4	IQAC Discussion	The IQAC panel discussed the new course approval status from AICTE	The concern department HoD and admission coordinator to take necessary step in class room availability, faculty requirements, and laboratory set up etc.
5	Carrier Development Centers	Training and Placement Activities	❖ The training and placement cell has to be strengthed the number of placements by bringing more numbers of reputed companies for On-campus placement drives. ❖ The committee proposed signing an MOU with the company so that students can learn industrial skills directly by visiting the company, getting internships, and participating in various programmes such as guest lectures, seminars, and workshops.
6	NAAC Work Progress	The committee held a detailed discussion about NAAC progress and directed the NAAC coordinator.	Individual department to prepare a report including work completion status, preparation of supporting documents etc.
7	Research and Development	Center for Research and Development	❖ Department heads should encourage their faculty members to participate in R&D activities by publishing research papers in journals, patent publications, conferences, and pursuing major and minor research projects funded by both government and non-government agencies. ❖ Faculty members brought honours to the institution through excellence and contribution as

			chief guest, jury, reviewer in reputed journals, best teacher awards/young researcher awards.
8	Student Activities	Student Participation Progression	❖ The member suggested all HoD's to enable the students participating in online technical programs to get exposure in emerging technologies. ❖ HoD's to conduct skill based technical programmes often like workshops, webinars, FDP's and guest lecturers for each department. ❖ Innovative and creative methods of teaching and learning were implemented to improve students' learning abilities and knowledge.
		Center for Innovation, Incubation and Entrepreneurship Development (CIIED)	CIIED Cell conduct an awareness programme on small-scale business for students interested in becoming entrepreneurs.
		Corporate Social Responsibilities (CSR)	Students are encouraged through NSS / YRC cell to focus on social welfare activities and a rural awareness programme.
9	The following points were suggested by the members of the IQAC ❖ Participation in the AICTE-CII Survey with the goal of winning awards in all categories. ❖ Provide an industry-oriented course in the curriculum. ❖ Better placement with high salary packages.		

IQAC - Head

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Minutes of the IQAC Meeting No.04 - Academic Year : 2020-2021

Date   : 12.04.2021
Time   : 03.00 PM to 04.45 PM
Venue   : Meeting Hall– Admin Block
Members Present:

S.No.	Members	Category
1	Dr.M.Akila, Principal	Chairman
2	Mr.A.K.Munusamy	Management Member
3	Dr.J.Karpagam, Professor, EEE	Head - IQAC
4	Prof.L.Prabhu, AP (SL.G), Mech	Associate Head - IQAC
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14	Dr.V.Seethalakshmi - AsP/ECE	Member
15	Prof.M.Makesh Kumar - AP(Sr.G)/MECH	Member
16	Dr.K.Janagi - AP(Sl.G)/Maths	Member

S.No.	Agenda	Points Discussed	Action Taken
1		❖ Principal welcomed all the members ❖ Head - IQAC presented the minutes of the previous meeting and action taken report.	
2	Confirmation of Minutes of previous IQAC meeting	Students Performance	❖ Students participated in the various cultural and technical events and received prizes and awards & students completed on line certification courses like NPTEL and MOOC.
		Research and Development	❖ Faculty members presented a papers in International conferences and published research article in reputed journals.

		Value Added Course	❖ All departments completed value added courses in order satisfy industry expectations
3	IQAC Panel Discussion	Teaching Learning Process	❖ The chairperson of IQAC asked all HoDs closely monitoring classes, student attendance, syllabus completion, and the use of ppts, animated videos, and other ICT tools to improve students' learning capability. ❖ The IQAC committee examined the completion of lab experiments, the analysis of internal exam results, and the end-of-semester examination. It is directed to complete the pending laboratory experiments and syllabus as soon as possible so that students can receive coaching for the end-of-semester exam.
4	Carrier Advancement Cell (CAC)	GATE preparation	❖ The Career Advancement Cell regularly monitors the attendance of students for GATE coaching classes.
5	Value Added Courses	Students can be offered value-added courses in emerging topics.	❖ VAC like Autodesk Fusion 360, MAT Lab, Auto CADD, and Revit Architecture & Structure, as well as LabVIEW tools has conducted for the benefit of the students.
6	Industry Institute Interaction	Interaction between industry and institute needs to be improved further with startup ideas and industry projects.	❖ All HoDs shall sign an MOU with the company or establish a Center of Excellence to supplement knowledge and industry practices in their areas of expertise.
7	Research and Development	Center for Research and Development	❖ The IQAC chairman encourages faculty members to participate in R & D activities by applying for major / minor innovative projects, funding proposals, and research grants from government and other funding agencies.
8	Carrier Development Centers (CDC)	Training and Placement Activities	❖ CDC director is advised to increase the number of placements by bringing in more companies for training and placement.

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