



NIT/IQAC/AY2019-2020/01

Date: 08/07/2019

**Circular**

A Meeting of Internal Quality Assurance Cell (IQAC) for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities is scheduled on 9th July 2019 at 11:00 AM in Board Room

**AGENDA**

- ♣ **WELCOME ADDRESS**
- ♣ **QUALITY ENHANCEMENT STRATEGIES**
  - ✚ Academic Calendar
  - ✚ ICT Tools
  - ✚ Add on/ Certificate course
  - ✚ College website
  - ✚ Participating Seminar/Conference/ FDP
  - ✚ Green Campus
  - ✚ iCampuz
  - ✚ NPTEL courses
  - ✚ R&D
- ♣ **ANY OTHER MATTER**
- ♣ **VOTE OF THANKS**

Chairperson - IQAC

**Cc:**

1. Copy Submitted to CEO & Secretary
2. IQAC Cell
3. Head of all the Departments
4. All IQAC members
5. Principal Office





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**JAWAHAR GARDENS, KALIAPURAM, COIMBATORE-641105**  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
***IQAC Composition for the Academic Year 2019 -2020***

SL.NO	NAME OF THE MEMBER	DESIGNATION	CATEGORY
01.	Dr.K.P.Arulshri	Principal/NIT	Chairperson of IQAC
02.	Ms. J.Sindhiya	Human Resources Manager	Management Member
03.	Dr.R.Mohankumar	Professor & Head/Aero	IQAC - Head
04.	Dr. Prashant R. Nair	Vice- Chairman – IQAC & Associate Professor/CSE, Amrita Vishwa Vidyapeetham, Coimbatore.	Academic Expert
05.	Prof.A.Balthilak	Assistant Professor /Aero	IQAC Coordinator
06.	Dr.S.PathurNisha	Professor & Head/ CSE	Senior Faculty Members
07.	Dr.R.Karuppasamy	Director /MBA	
08.	Prof. M Samuel Thanaraj	Associate Prof /Civil	
09.	Prof S.Selvakumar	Professor /Aero	
10.	Prof.M.Vadivel	Associate Professor/Civil	Administrative Member
11.	Prof.N.MohammedRaffic	Assistant Professor /Mech	Coordinator – Exam Cell
12.	Mr. P.Dharani Kumar	Computer Science Engg. (2008-2012 Batch)	Alumni Members
13.	Ms.K.B.Ramalingam	Aeronautical Engg. (2010-2014 batch)	
14.	Mr.V.Vijith	IV Year / CSE	Student Members
15.	Mr. S.Shameer	IV Year / Mech	
16.	Ms.M.Mariyayee	ATT (Assistant Telephone Technician) BSNL Exchange	Parent
17.	Mr.K.Amaresh Kumar	Tech Lead, Wipro Technologies, Chennai	Industrial Expert
18.	Mr.RajkumarArumugam	Founder & Director Renaissance Power Products Private Limited, Coimbatore	Employer
19.	Er.K.PaneerSelvam	Chairman, Builders Association of India, Coimbatore Centre.	Local Society/Chapter Member







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## INTERNAL QUALITY ASSURANCE CELL

### *Minutes of IQAC Meeting 1*

Dr.K.P.Arulshri, Principal and Chairman of the Committee welcomed all the members and pointed out the importance of IQAC Committee for maintaining and improving quality of education in the institute.

The following main points were discussed in the meeting

S.No	Points Discussed	Action Plan	Responsibilities	Target Date
1	Academic Calendar	The Principal presented the academic calendar for the odd semester 2019-2020	All HODs	Continuous Process
2	ICT Tools	Training program on the use ICT for effective teaching to be planned for faculty	All HODs	Continuous Process
3	Add on/ Certificate course	Certificate course have to be offered to students in each semester courses to enhance the knowledge and skills of students	All HODs	Continuous Process
4	College website	College website need to be upgraded and updated	Website Coordinator	February 2020
5	Participating Seminar/ Conference/ FDP	The College will provide incentives to faculty publishing research articles and for participating Seminar/Conference/ FDP	All HODs	Continuous Process
6	Green Campus	Students are to be involved in green management activities	Green Campus Committee	Continuous Process
7	iCampuz	Faculty members are insisted to upload the course materials in NIT Learning Management System- iCampuz.	iCampuz Coordinator	Continuous Process
8	NPTEL courses	Motivation of students and faculty to enroll in NPTEL courses and Coursera. Enhancing the submission of funded project proposals and inculcating research interests among faculty.	All HODs	Continuous Process
9.	R&D	Research methodology session to be conducted for faculty All department HODs are advice to instruct their faculty members to publish journals	All HODs	Continuous Process

  
IQAC - Coordinator



  
IQAC - Head

  
IQAC - Chairperson





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## INTERNAL QUALITY ASSURANCE CELL IQAC Meeting for the Academic Year 2019 -2020 Minutes of IQAC Meeting 1

Date: 09/07/2019

Venue: Board Room

Time: 11.00 AM

### Attendance Sheet

SL.NO	NAME OF THE MEMBER	CATEGORY	SIGNATURE
01.	Dr.K.P.Arulshri	Chairperson of IQAC	
02.	Ms. J.Sindhiya	Management Member	
03.	Dr.R.Mohankumar	IQAC - Head	
04.	Dr. Prashant R. Nair	Academic Expert	
05.	Prof.A.Balthilak	IQAC Coordinator	
06.	Dr.S.PathurNisha	Senior Faculty Members	
07.	Dr.R.Karuppasamy		
08.	Prof. M Samuel Thanaraj		
09.	Prof S.Selvakumar		
10.	Prof.M.Vadivel	Administrative Member	
11.	Prof.N.MohammedRaffic	Coordinator - Exam Cell	
12.	Mr. P.Dharani Kumar	Alumni Members	
13.	Ms.K.B.Ramalingam		
14.	Mr.V.Vijith	Student Members	
15.	Mr. S.Shameer		
16.	Mr.K.Amaresh Kumar	Industrial Expert	





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NIT/IQAC/AY2019-2020/02

Date: 12/02/2019

## Circular

A Meeting of Internal Quality Assurance Cell (IQAC) for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities is scheduled on 13 Feb 2019 at 11:00 AM in Board Room

### AGENDA

- ♣ WELCOME ADDRESS
- ♣ QUALITY ENHANCEMENT STRATEGIES

- ✚ Plan to Focus on Patent
- ✚ Funded Projects & MoU
- ✚ Semester Plan
- ✚ NAAC Audit
- ✚ Mind Map, RBT-Lesson Plan/Concept Map
- ✚ Faculty Dress Code
- ✚ Student Absenteeism
- ✚ Question paper feedback
- ✚ IPR
- ✚ NSS & YRC
- ✚ Industry Visit/Internship
- ✚ Opening of Regular Classes

- ♣ ANY OTHER MATTER

- ♣ VOTE OF THANKS

  
Chairperson - IQAC

### Cc:

1. Copy Submitted to CEO & Secretary
2. IQAC Cell
3. Head of all the Departments
4. All IQAC members
5. Principal Office







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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
***IQAC Composition for the Academic Year 2019 -2020***

SL.NO	NAME OF THE MEMBER	DESIGNATION	CATEGORY
01.	Dr.K.P.Arulshri	Principal/NIT	Chairperson of IQAC
02.	Ms. J.Sindhiya	Human Resources Manager	Management Member
03.	Dr.R.Mohankumar	Professor & Head/Aero	IQAC - Head
04.	Dr. Prashant R. Nair	Vice- Chairman – IQAC & Associate Professor/CSE, Amrita Vishwa Vidyapeetham, Coimbatore.	Academic Expert
05.	Prof.A.Balthilak	Assistant Professor /Aero	IQAC Coordinator
06.	Dr.S.PathurNisha	Professor & Head/ CSE	Senior Faculty Members
07.	Dr.R.Karuppasamy	Director /MBA	
08.	Prof. M Samuel Thanaraj	Associate Prof /Civil	
09.	Prof S.Selvakumar	Professor /Aero	
10.	Prof.M.Vadivel	Associate Professor/Civil	Administrative Member
11.	Prof.N.MohammedRaffic	Assistant Professor /Mech	Coordinator – Exam Cell
12.	Mr. P.Dharani Kumar	Computer Science Engg. (2008-2012 Batch)	Alumni Members
13.	Ms.K.B.Ramalingam	Aeronautical Engg. (2010-2014 batch)	
14.	Mr.V.Vijith	IV Year / CSE	Student Members
15.	Mr. S.Shameer	IV Year / Mech	
16.	Ms.M.Mariyayee	ATT (Assistant Telephone Technician) BSNL Exchange	Parent
17.	Mr.K.Amaresh Kumar	Tech Lead, Wipro Technologies, Chennai	Industrial Expert
18.	Mr.RajkumarArumugam	Founder & Director Renaissance Power Products Private Limited, Coimbatore	Employer
19.	Er.K.PaneerSelvam	Chairman, Builders Association of India, Coimbatore Centre.	Local Society/Chapter Member







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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of IQAC Meeting 2

Dr.K.P.Arulshri, Principal and Chairman of the Committee welcomed all the members and pointed out the importance of IQAC Committee for maintaining and improving quality of education in the institute.

The following main points were discussed in the meeting

S.No	Points Discussed	Action Plan	Responsibilities	Target Date
1	Plan to Focus on Patent	All department HODs are advice to instruct their faculty members and student to focus on applying Patent.	All HODs	Continuous Process
2	Funded Projects & MoU	All the department heads has to advice the faculty members to apply for Government recognized grants from AICTE, DST and similar organizations and also to initiate functional MoU with industrial partners	All Faculty Members	Jan 2020
3	Semester Plan	HODs are advised to prepare Semester Plan and submit the same to the Principal Office.	All HODs	Dec 2019
4	NAAC Audit	Internal NAAC audit was conducted for all the departments except AERO and the report sent to the respective departments. There will be re-auditing after NAAC Coordinators meeting.	IQAC coordinator	Continuous Process
5	Mind Map, RBT-Lesson Plan/Concept Map	All the faculty members should adopt RBT, Mind Map and Concept Map for next semester subjects. Objective oriented lesson plan format (OBLF). Everyday learning should be happen in each class with the help of Mind Map and Cooperative learning. In week end Concept Map and Cooperative learning should be planned. Before Internal Test coaching should be given with the help of Concept Map and Cooperative learning. Each student should secure 70 marks in each internal.	All Faculty members	Continuous Process
6	Faculty Dress Code	As per NGI rules all the faculty members are advised to come in time with proper dress code.	All Faculty members	Continuous Process





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7	Student Absenteeism	Student Absenteeism should be monitored by the concern class advisors regularly.	Class Advisor and HOD	Continuous Process
8	Question paper feedback	Feedback was collected from faculties and analysis was made by EMS coordinator.	EMS Coordinator	Jan 2020
9	IPR	IPR Seminar to be held for various departments	All HODs	Continuous Process
10	NSS & YRC	Strengthening of NSS and YRC with activities and extended programmes	NSS & YRC Coordinator	Continuous Process
11	Industry Visit/ Internship	Industry Visit and Internship have to planned in this semester to enhance their practical knowledge	All HODs & Faculty members	Continuous Process
12	Opening of Regular Classes	2019-20 even semester classes commences on 16.12.2019. All the current subjects/ Industrial visit and Association activities will be take part as per timetable in Saturdays and after university result published, all working Saturdays will be exclusively for coaching classes (Both regular and Arrear)	All HODs	Continuous Process

- The meeting concluded with the remark by the Principal emphasizing prompt follow up of academic schedules

  
IQAC - Coordinator



  
IQAC - Chairperson





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## INTERNAL QUALITY ASSURANCE CELL

IQAC Meeting for the Academic Year 2019 -2020

Minutes of IQAC Meeting 2

Venue: Board Room

Time: 11.00 AM

### Attendance Sheet

SL.NO	NAME OF THE MEMBER	CATEGORY	SIGNATURE
01.	Dr.K.P.Arulshri	Chairperson of IQAC	
02.	Ms. J.Sindhiya	Management Member	
03.	Dr.R.Mohankumar	IQAC - Head	
04.	Dr. Prashant R. Nair	Academic Expert	
05.	Prof.A.Balthilak	IQAC Coordinator	
06.	Dr.S.PathurNisha	Senior Faculty Members	
07.	Dr.R.Karuppasamy		
08.	Prof. M Samuel Thanaraj		
09.	Prof S.Selvakumar		
10.	Prof.M.Vadivel	Administrative Member	
11.	Prof.N.MohammedRaffic	Coordinator - Exam Cell	
12.	Mr. P.Dharani Kumar	Alumni Members	
13.	Ms.K.B.Ramalingam		
14.	Mr.V.Vijith	Student Members	
15.	Mr. S.Shameer		
16.	Mr.K.Amaresh Kumar	Industrial Expert	
17.	Mr.RajkumarArumugam	Employer	





NIT/IQAC/AY2019-2020/03

Date: 21/01/2020

**Circular**

A Meeting of Internal Quality Assurance Cell (IQAC) for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities is scheduled on 22<sup>nd</sup> Jan 2020 at 11:00 AM in Board Room

**AGENDA**

- ♣ **WELCOME ADDRESS**
- ♣ **QUALITY ENHANCEMENT STRATEGIES**
  - ✚ NAAC Audit
  - ✚ University Exam Report
  - ✚ GATE Coaching
  - ✚ Revised Blooms Taxonomy (RBT)
  - ✚ Innovative Practices
  - ✚ Moodle
  - ✚ Graduation Day
  - ✚ Placement
  - ✚ Patent
  - ✚ Faculty Self Appraisal
- ♣ **ANY OTHER MATTER**
- ♣ **VOTE OF THANKS**

  
Chairperson - IQAC

**Cc:**

1. Copy Submitted to CEO & Secretary
2. IQAC Cell
3. Head of all the Departments
4. All IQAC members
5. Principal Office







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## INTERNAL QUALITY ASSURANCE CELL (IQAC) ***IQAC Composition for the Academic Year 2019 -2020***

SL.NO	NAME OF THE MEMBER	DESIGNATION	CATEGORY
01.	Dr.K.P.Arulshri	Principal/NIT	Chairperson of IQAC
02.	Ms. J.Sindhiya	Human Resources Manager	Management Member
03.	Dr.R.Mohankumar	Professor & Head/Aero	IQAC - Head
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06.	Dr.S.PathurNisha	Professor & Head/ CSE	Senior Faculty Members
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08.	Prof. M Samuel Thanaraj	Associate Prof /Civil	
09.	Prof S.Selvakumar	Professor /Aero	
10.	Prof.M.Vadivel	Associate Professor/Civil	Administrative Member
11.	Prof.N.MohammedRaffic	Assistant Professor /Mech	Coordinator – Exam Cell
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16.	Ms.M.Mariyayee	ATT (Assistant Telephone Technician) BSNL Exchange	Parent
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18.	Mr.Rajkumar Arumugam	Founder & Director Renaissance Power Products Private Limited, Coimbatore	Employer
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## INTERNAL QUALITY ASSURANCE CELL

### Minutes of IQAC Meeting 3

Dr.K.P.Arulshri, Principal and Chairman of the Committee welcomed all the members and pointed out the importance of IQAC Committee for maintaining and improving quality of education in the institute.

The following main points were discussed in the meeting

S.No	Points Discussed	Action Plan	Responsibilities	Target Date
1	NAAC Audit	Internal NAAC audit was conducted for all the departments. All criteria was splitted and given to all departments, plan to conduct external auditing by February 3 <sup>rd</sup> week.	IQAC coordinator	March 2020
2	University Exam Report	Students university exam attendance details was analyzed by EMS coordinator	EMS coordinator	February 2020
3	GATE Coaching	Plan to Conduct GATE Coaching for NIT Students	GATE Coaching Coordinators	Continuous Process
6	RBT	As per RBT all departments have completed one unit for Second and Third Year.	Coordinator	Continuous Process
7	Innovative Practices	A workshop was planned titled "Innovative Teaching Methods using ICT Tools" for our NIT faculty members.	Innovative Practices coordinator	Continuous Process
8	Moodle	All HODs are requested to instructed their faculty members to upload the Digital contents in NGI Virtual Learning Campus for their even semester subjects.	All HODs	Continuous Process
9.	Graduation Day	Plan to conduct 8 <sup>th</sup> Graduation Day on 23.02.2020. Chief Guest: Dr.R.Gnanamoorthy- Prof/Mech, IIT Madras	Convener	February 2020
10.	Placement	Up to 10/1/20 Aero: 2, Automobile: 4, CSE: 11, Civil: 1, Mech: 11, MBA: 11. Total 40 students are placed. All the HODs are advised to instruct the final year class advisors to communicate the concern parents if any absent in attending placement drive.	Placement coordinator	Continuous Process
11.	Patent	All department HODs are advice to instruct their faculty members and student to apply minimum 5 patents from each department.	All HODs	Continuous Process





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12	Faculty Self Appraisal	Self Appraisal of Teaching staff & Non teaching staff to be submitted	Principal Office	Continuous Process
13	Internal Test	Before every internal test there will be coaching classes using mind map and co-operative learning. Before second internal test 3.5 units should be covered by all faculty members.	All HODs	Continuous Process

- The meeting concluded with the remark by the Principal emphasizing prompt follow up of academic schedules

  
IQAC - Coordinator

  
IQAC - Head

  
IQAC - Chairperson





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## INTERNAL QUALITY ASSURANCE CELL IQAC Meeting for the Academic Year 2019 -2020 Minutes of IQAC Meeting 3

Venue: Board Room

Time: 11.00 AM

### Attendance Sheet

SL.NO	NAME OF THE MEMBER	CATEGORY	SIGNATURE
01.	Dr.K.P.Arulshri	Chairperson of IQAC	
02.	Ms. J.Sindhiya	Management Member	
03.	Dr.R.Mohankumar	IQAC - Head	
04.	Dr. Prashant R. Nair	Academic Expert	
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07.	Dr.R.Karuppasamy		
08.	Prof. M Samuel Thanaraj		
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10.	Prof.M.Vadivel	Administrative Member	
11.	Prof.N.MohammedRaffic	Coordinator - Exam Cell	
12.	Mr. P.Dharani Kumar	Alumni Members	
13.	Ms.K.B.Ramalingam		
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16.	Mr.K.Amaresh Kumar	Industrial Expert	

