

INTERNAL QUALITY ASSURANCE CELL(IQAC)

KGISL INSTITUTE OF TECHNOLOGY, COIMBATORE -641 035
Phone No. : 0422-4419999 Ext: 9793 ; E-mail : kiteiqac@kgkite.ac.in

KiTE/IQAC/2019-20/08

Date: 07.06.2019

CIRCULAR

The First MR meeting of IQAC will be held on 12.06.2019 at 2.00 PM in the Board room, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :


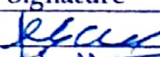






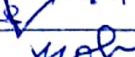






1. Dr. Lakshmanan D., Principal/KiTE
2. Mr. Manikandan D., Administrative Officer
3. Dr. S.K. Mydhili, Prof./CSE
4. Dr. Vijaya G., HoD/IT
5. Dr. Pasumpon Pandian A., HoD/CSE
6. Dr. Lakshminarayanan V., HoD/Mech
7. Dr. Sridevi A., HoD/ECE
8. Dr. Rohini V. HoD/SNH
9. Prof. Chinnasamy V.A. HoD i/c/Civil
10. Mr. Jambulingam S., ASP/Mech
11. Mr. Sureshkumar R., AP/CSE
12. Mr. Vellingiri A., AP/ECE
13. Ms. Sathya M, AP/SNH
14. Ms. Shirley Josephine Mary R, AP/IT
15. Ms. Jagadeswari R. AP/Civil

Agenda

1. Activities of IQAC
2. New premises for IQAC Office
3. Any other point with the permission of the Chair


DIRECTOR/IQAC MR

Acknowledgement:

S.No.	Faculty	Signature	S.No.	Faculty	Signature
1	Dr. Lakshmanan D.		9	Prof. Chinnasamy V.A.	
2	Mr. Manikandan D.		10	Mr. Jambulingam S.	
3	Dr. S.K. Mydhili		11	Mr. Sureshkumar R	
4	Dr. Vijaya G.		12	Mr. Vellingiri A	
5	Dr. Pasumpon Pandian A.		13	Ms. Sathya M	
6	Dr. Lakshminarayanan V.		14	Ms. Shirley Josephine Mary R	
7	Dr. Sridevi A		15	Ms. Jagadeswari R	
8	Dr. Rohini V.				

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Ref.No.:KITE/IQAC/2019-20/08 dated 07.06.2019

12.06.2019

Sub: Minutes of the First IQAC Management Representative (MR) Meeting 2019-20
held on 12.06.2019 at 2.00PM in the Board room, KITE Admin Block, KGISL Institute of Technology

The First MR meeting of IQAC, KGISL Institute of Technology was held on 12.06.2019 at 2.00PM in the Board room, KITE Admin Block, KGISL Institute of Technology to discuss the activities of IQAC followed for the year 2018-19/Even Semester and to be followed for 2019-20/Odd Semester in the departments of KGISL Institute of Technology. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.Lakshmanan D.	Principal	Chairman
2.	Mr. Manikandan D.	AO	Member
3.	Dr.S.K.Mydhili	Professor/CSE	Coordinator - Member Secretary
4.	Dr.Vijaya G.	HoD/ IT	Member
5.	Dr.Pasumpon Pandian A.	HoD/ CSE	Member
6.	Dr.Lakshminarayanan V.	HoD/ Mech.	Member
7.	Dr.Sridevi A	HoD/ ECE	Member
8.	Dr.Rohini V.	HoD/ SNH	Member
9.	Prof.Chinnasamy V.A.	HoD(i/c)/Civil	Member
10.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
11.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
12.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
13.	Mr.Jambulingam	ASP/Mech	Department Coordinator
14.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
15.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil**IQAC Team Members Absent with ON-Duty and Applied Leave : Nil**

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Activities of IQAC
2. New premises for IQAC Office
3. Any other point with the permission of the Chair

1. Activities of IQAC

The Member Secretary Dr.S.K.Mydhili presented the activities of IQAC followed up in the departments of KGISL Institute of Technology for the year 2018-19/Even Semester. The Director/Management Representative of IQAC appreciated all the coordinators for their untiring efforts in carrying out the IQAC activities successfully in full swing. The Director/MR requested the Principal to update the college website.

Action to be taken by: Principal/IQAC-Chairman

2. New premises for IQAC Office

Administrative Officer informed the members the IQAC office as requested by the Member Secretary will be shifted to Admin Block, Ground Floor, KGISL Institute of Technology from today (12-06-2019).

Action to be taken by: Dr.S.K.Mydhili

3. Any other point with the permission of the Chair


Administrative Officer informed the members the IQAC office as requested by the Member Secretary will be shifted to Admin Block, Ground Floor, KGISL Institute of Technology from today (12-06-2019).

Action to be taken by: Dr.S.K.Mydhili

The Director/ Management Representative appreciated all the department coordinators for their continual efforts in discharging the duties and activities of IQAC. He requested the members to work with same zeal to achieve accreditation. The meeting ended by 4.15 PM

Minutes Prepared by: Dr.S.K.Mydhili


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshmanan

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INTERNAL QUALITY ASSURANCE CELL(IQAC)

KGISL INSTITUTE OF TECHNOLOGY, COIMBATORE -641 035
Phone No. : 0422-4419999 Ext: 9793 ; E-mail : kiteiqac@kgkite.ac.in

KiTE/IQAC/2019-20/09

Date: 11.06.2019

CIRCULAR

The Ninth Internal Meeting of IQAC will be held on 14.06.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :

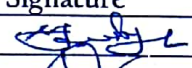





1. Mr. Jambulingam S., ASP/Mech
2. Mr. Sureshkumar R., AP/CSE
3. Mr. Vellingiri A., AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R, AP/IT

Agenda

1. Follow-up of 7th Internal IQAC meeting and 1st MR(8th) Meeting of IQAC
2. Academic Audit plan Status
3. Road Map for IQAC Activity for the Academic Year 2019-20/Odd Semester
4. Road Map for the departmental Activity -2019-20/Odd Semester
5. Training programme for Teaching Faculty
6. Any other point with the permission of the Chair


IQAC Coordinator- Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	
2	Mr. Sureshkumar R	Coordinator/CSE	
3	Mr. Vellingiri A	Coordinator/ECE	
4	Ms. Sathya M	Coordinator/SNH	
5	Ms. Jagedeswari R	Coordinator/Civil	
6	Ms. Shirley Josephine Mary R	Coordinator/IT	

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Ref.No.:KITE/IQAC/2018-19/09 dated 11.06.2019

14.06.2019

Sub: Minutes of the Ninth IQAC Internal Meeting 2019-20
held on 14.06.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Ninth Internal meeting of IQAC , KGISL Institute of Technology was held on 14.06.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the roadmap and plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydihili	Professor/CSE	Coordinator – Member Secretary
2.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
3.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
4.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
5.	Mr.Jambulingam	ASP/Mech	Department Coordinator
6.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
7.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil

IQAC Team Members Absent with ON-Duty and Applied Leave : Nil

Dr.S.K.Mydihili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 7th Internal IQAC meeting and 1st MR(8th) Meeting of IQAC
2. Academic Audit plan Status
3. Academic Report Status
4. Road Map for IQAC Activity for the Academic Year 2019-20/Odd Semester
5. Road Map for the departmental Activity -2019-20/Odd Semester
6. Training programme for Teaching Faculty
7. Any other point with the permission of the Chair

1. Follow-up of 7th IQAC meeting & 1st MR(8th) Meeting of IQAC

Dr.S.K.Mydihili informed the coordinators that she has submitted a status report regarding the current KITE website to the Principal as requested by the Director/MR in the first MR meeting. In this regard, it was reported to the authorities to take necessary steps to update/revamp the current website. In this regard, he has requested to follow-up the website updation by the Member Secretary.

Action to be taken by: Member Secretary

2. Academic Audit Plan Status

Member Secretary after discussion with department coordinators, requested them to submit the Course file audit report on or before July 1st, 2019.

Action to be taken by: All Coordinators

3. Academic Report Status

Department Coordinators discussed the status of work completion of Academic report. Member Secretary requested the coordinators to submit the report atleast by the end of June 2019.

Action to be taken by: All Coordinators

4. Road Map of IQAC Activity for Academic Year :2019-20/Odd Semester

After detailed discussions among IQAC members, the road map for the year 2019-20/Odd Semester was concluded as below.

S.No	ACTIVITY	Target Date	Responsible person/Authority
1.	1. Conduct of 9 th IQAC Internal Meeting 2. Follow up of 7 th IQAC & MR Meeting 3. Academic Audit Plan Status – Higher Semester 4. Organize training programme for Faculty	Jun 2019	Dr.S.K.Mydhili Mr.Jambulingam S.
2.	1. Conduct of 10 th IQAC Internal Meeting 2. Roadmap for Department Activities –I Year (SNH) 3. Academic Audit Plan schedule –I Year(SNH)	Jul 2019	Dr.S.K.Mydhili Mr.Vellingiri A.
3.	1. Conduct of 11 th IQAC Internal Meeting 2. Website updation 3. NPTEL MOOC registration 4. Academic Audit Plan Status – I Year(SNH)	Aug 2019	Dr.S.K.Mydhili Ms.Sathya M.
4.	1. Conduct of 12 th IQAC Internal Meeting 2. Research Journal Publication status	Sep 2019	Dr.S.K.Mydhili Ms.Shirley Josephine Mary R.
5.	1. Conduct of 13 th IQAC Internal Meeting 2. Audit report Schedule	Oct 2019	Dr. S.K.Mydhili Mr.Suresh Kumar R.
6.	1. Conduct of 14 th QAC Internal Meeting 2. Audit Report status- Higher Semester 3. Audit Report Schedule for I Year(SNH) 4. Training programme for Faculty & Non-Teaching 3. Department Activity Planner	Nov 2019	Dr.S.K.Mydhili Ms.Jagedeswari R.

5. Roadmap for Department Activity

Dr.S.K.Mydhili informed the coordinators to submit their respective department Activity planner in the next Internal IQAC Meeting.

Action to be taken by: All HoDs & Coordinators

6. Training programme for Faculty Members

After discussion with authorities, Dr.S.K.Mydhili informed the coordinators the dates to conduct training programme for Faculty members is scheduled on 20-06-2019 titled "*Outcome Based Education*".

Action to be taken by: Member Secretary & All Coordinators

7. Any other points with the permission of the Chair

The Coordinator -Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 4.20 PM

Minutes Prepared by: Ms.Jambulingam S.


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshmanan

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CIRCULAR

The Tenth Internal Meeting of IQAC will be held on 15.07.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :

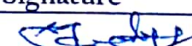





1. Mr. Jambulingam S., ASP/Mech
2. Mr. Sureshkumar R. , AP/CSE
3. Mr. Vellingiri A., AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R , AP/IT

Agenda

1. Follow-up of 9th Internal IQAC meeting
2. Roadmap for Department Activities –I Year (SNH)
3. Academic Audit plan Schedule – I Year(SNH)
4. Any other point with the permission of the Chair


IQAC Coordinator- Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	
2	Mr. Sureshkumar R	Coordinator/CSE	
3	Mr. Vellingiri A	Coordinator/ECE	
4	Ms. Sathya M	Coordinator/SNH	
5	Ms. Jagedeswari R	Coordinator/Civil	
6	Ms. Shirley Josephine Mary R	Coordinator/IT	

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Ref.No.:KITE/IQAC/2019-20/10 dated 12.07.2019

15.07.2019

Sub: Minutes of the Tenth IQAC Internal Meeting 2019-20
held on 15.07.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Tenth Internal Meeting of IQAC, KGISL Institute of Technology was held on 15.07.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the roadmap and plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydhili	Professor/CSE	Coordinator – Member Secretary
2.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
3.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
4.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
5.	Mr.Jambulingam	ASP/Mech	Department Coordinator
6.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
7.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil**IQAC Team Members Absent with ON-Duty and Applied Leave : Nil**

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 9th Internal IQAC Meeting
2. Roadmap for Department Activities –I Year (SNH)
3. Academic Audit plan Schedule – I Year(SNH)
4. Any other point with the permission of the Chair

1. Follow-up of 9th IQAC Meeting

Dr.S.K.Mydhili appreciated and thanked all the coordinators for their support in conducting the training programme for Teaching Faculty. The roadmap of some departments are received and she requested the coordinators to submit the remaining department roadmap by the end of July 2017. She informed the coordinators she is working along with deputed Faculty members by Principal for the KITE website revamp.

Action to be taken by: Member Secretary

2. Roadmap for Department Activities – I Year(SNH)

Member Secretary after discussion with Ms.Sathya SNH department coordinator, requested her to submit the Roadmap for Department Activities of their SNH Department in the next IQAC Internal Meeting.

Action to be taken by: Ms.Sathya M

3. Academic Audit Plan Schedule for 2018-19/Even Semester – I Year (SNH)

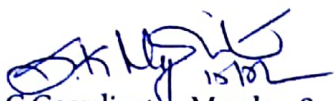
After discussion with Ms.Sathya SNH Department coordinator, the Member Secretary requested Mr.Suresh Kumar R, Coordinator/CSE to audit the Course files of SNH department for the Academic Year 2018-19/ Even Semester

Action to be taken by: Mr.Suresh Kumar R & Ms.Sathya M

4. Any other points with the permission of the Chair

The Coordinator –Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 3.30 PM

Minutes Prepared by: Mr.Vellingiri A.


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshmanan

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The Eleventh Internal Meeting of IQAC will be held on 16.08.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :

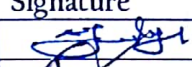

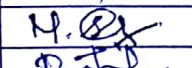
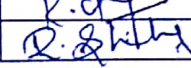


1. Mr. Jambulingam S., ASP/Mech
2. Mr. Sureshkumar R. , AP/CSE
3. Mr.Vellingiri A.,AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R , AP/IT

Agenda

1. Conduct of 11th IQAC Internal Meeting
2. Website updation
3. NPTEL MOOC registration
4. Academic Audit Plan Status - I Year(SNH)
5. Any other point with the permission of the Chair


IQAC Coordinator, Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	
2	Mr. Sureshkumar R	Coordinator/CSE	
3	Mr.Vellingiri A	Coordinator/ECE	
4	Ms. Sathya M	Coordinator/SNH	
5	Ms.Jagedeswari R	Coordinator/Civil	
6	Ms. Shirley Josephine Mary R	Coordinator/IT	

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Ref.No.:KITE/IQAC/2019-20/11 dated 13.08.2019

16.08.2019

Sub: Minutes of the Eleventh IQAC Internal Meeting 2019-20
held on 16.08.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Eleventh Internal Meeting of IQAC , KGISL Institute of Technology was held on 16.08.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the roadmap and plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydhili	Professor/CSE	Coordinator - Member Secretary
2.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
3.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
4.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
5.	Mr.Jambulingam	ASP/Mech	Department Coordinator
6.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
7.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil**IQAC Team Members Absent with ON-Duty and Applied Leave : Nil**

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 10th Internal Meeting
2. Website updation
3. NPTEL MOOC registration
4. Academic Audit Plan Status - I Year(SNH)

1. Follow-up of 10th IQAC Meeting

Dr.S.K.Mydhili appreciated and thanked Mr.Suresh Kumar R, CSE and Ms.Sathya M, SNH, Department IQAC Coordinator on completion and submission of SNH department Course file Audit report for the Academic Year 2018-19/Even Semester.

Action to be taken by: Member Secretary

2. Website Updation

Member Secretary informed the coordinators the status of Website work. She requested the coordinators to intimate the updated department information through mail in the format prescribed after discussing with their respective department Heads.

Action to be taken by: Member Secretary & all coordinators

3. NPTEL MOOC Registration

Member Secretary discussed the status of MOOC registration. She informed the last date for registration for NPTEL ends by this month.

Action to be taken by: All coordinators

4. Academic Audit plan Status – I Year (SNH)

Discussed in the followup

5. Any other points with the permission of the Chair

The Coordinator –Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 3.30 PM

Minutes Prepared by: Ms. Sathya M.


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshmanan

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INTERNAL QUALITY ASSURANCE CELL(IQAC)

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Phone No. : 0422-4419999 Ext: 9793 ; E-mail : kiteiqac@kgkite.ac.in

KiTE/IQAC/2019-20/12

Date: 13.09.2019

CIRCULAR

The Twelfth Internal Meeting of IQAC will be held on 16.09.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :

1. Mr. Jambulingam S., ASP/Mech
2. Mr. Sureshkumar R. , AP/CSE
3. Mr.Vellingiri A.,AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R , AP/IT

Agenda

1. Conduct of 12th IQAC Internal Meeting
2. Research Journal Publication status
3. Any other point with the permission of the Chair

S. K. Jambulingam
IQAC Coordinator-Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	<i>[Signature]</i>
2	Mr. Sureshkumar R	Coordinator/CSE	<i>[Signature]</i>
3	Mr.Vellingiri A	Coordinator/ECE	<i>[Signature]</i>
4	Ms. Sathya M	Coordinator/SNH	<i>[Signature]</i>
5	Ms.Jagedeswari R	Coordinator/Civil	<i>[Signature]</i>
6	Ms. Shirley Josephine Mary R	Coordinator/IT	<i>[Signature]</i>

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Ref.No.:KITE/IQAC/2019-20/12 dated 13.09.2019

16.09.2019

Sub: Minutes of the Twelfth IQAC Internal Meeting 2019-20
held on 16.09.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Twelfth Internal Meeting of IQAC, KGISL Institute of Technology was held on 16.09.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the roadmap and plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydhili	Professor/CSE	Coordinator - Member Secretary
2.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
3.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
4.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
5.	Mr.Jambulingam	ASP/Mech	Department Coordinator
6.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
7.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil

IQAC Team Members Absent with ON-Duty and Applied Leave : Nil

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 11th IQAC Internal Meeting
2. Research Journal Publication
3. Any other points with the permission of the Chair

1. Follow-up of 11th IQAC Internal Meeting

Dr.S.K.Mydhili appreciated and thanked all the coordinators for updating the information pertaining to website.

2. Research Journal Publication


Member Secretary requested the department coordinator to discuss with their respective Heads of the department to encourage Faculty and students to publish at least one paper per semester.

Action to be taken by: Member Secretary & all coordinators

3. Any other points with the permission of the Chair

The Coordinator -Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 3.30 PM

Minutes Prepared by: Ms.Shirley Josephine Mary R.


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson IQAC
Dr.D.Lakshmanan

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KITE IQAC

CIRCULAR

The Thirteenth Internal Meeting of IQAC will be held on 15.10.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :

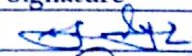



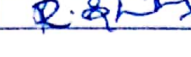

1. Mr. Jambulingam S., ASP/Mech
2. Mr. Sureshkumar R. , AP/CSE
3. Mr.Vellingiri A.,AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R , AP/IT

Agenda

1. Follow-up of 12th IQAC Internal Meeting
2. Audit Report Schedule
3. Academic IQAC Report
4. Any other points with the permission of the Chair


IQAC Coordinator/Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	
2	Mr. Sureshkumar R	Coordinator/CSE	
3	Mr.Vellingiri A	Coordinator/ECE	
4	Ms. Sathya M	Coordinator/SNH	
5	Ms.Jagedeswari R	Coordinator/Civil	
6	Ms. Shirley Josephine Mary R	Coordinator/IT	

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Ref.No.:KITE/IQAC/2019-20/13 dated 11.10.2019

15.10.2019

Sub: Minutes of the Thirteenth IQAC Internal Meeting 2019-20
held on 15.10.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Thirteenth Internal Meeting of IQAC, KGISL Institute of Technology was held on 15.10.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the roadmap and plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydhili	Professor/CSE	Coordinator - Member Secretary
2.	Ms. Jagadeswari R.	AP/Civil	Department Coordinator
3.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
4.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
5.	Mr.Jambulingam	ASP/Mech	Department Coordinator
6.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
7.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil**IQAC Team Members Absent with ON-Duty and Applied Leave : Nil**

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 12th IQAC Internal Meeting
2. Audit Report Schedule
3. Academic IQAC Report
4. Any other points with the permission of the Chair

1. Follow-up of 12th IQAC Internal Meeting

Member Secretary discussed with coordinators about the status of Research publications of Faculty Members from all departments. The coordinators informed the Member Secretary, that all Faculty members are working for NBA accreditation and find least time to update with their progressive work. Dr.S.K.Mydhili after discussion with coordinators, informed that atleast by the end of January 2020, one paper publication per Faculty is expected.

Action to be taken by: Member Secretary & all coordinators

2. Audit Report Schedule

Member Secretary informed the coordinators about the schedule for completing the Course file Audit for the Academic Year 2019-20/Odd Semester

Action to be taken by: Member Secretary & all coordinators

3. Academic IQAC Report

Member Secretary requested the department coordinator to complete the Academic IQAC report for the Academic Year 2019-20/Odd Semester and submit the same in the next IQAC Meeting. The Member Secretary informed the department coordinators about the formats which is fine tuned to be circulated through e-mail. discuss with their respective Heads of the department to encourage Faculty and students to publish at least one paper per semester.

Action to be taken by: Member Secretary & all coordinators

4. Any other points with the permission of the Chair

The Coordinator -Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 3.30 PM

Minutes Prepared by: Mr.Suresh Kumar R.


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshman

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CIRCULAR

The Fourteenth Internal Meeting of IQAC will be held on 15.11.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology. The following faculty are requested to attend without fail.

Members :







1. Mr. Jambulingam S., AP/Mech
2. Mr. Sureshkumar R. , AP/CSE
3. Mr.Vellingiri A.,AP/ECE
4. Ms. Sathya M, AP/SNH
5. Ms. Jagedeswari R. AP/Civil
6. Ms. Shirley Josephine Mary R , AP/IT

Agenda

1. Review of 13th IQAC Internal Meeting
2. Academic IQAC report for the Academic year 2019-20/Odd semester
3. Any other point with the permission of the Chair


IQAC Coordinator- Member Secretary

Acknowledgement:

S.No.	Faculty	Position	Signature
1	Mr. Jambulingam S	Coordinator/Mech.	
2	Mr. Sureshkumar R	Coordinator/CSE	
3	Mr.Vellingiri A	Coordinator/ECE	
4	Ms. Sathya M	Coordinator/SNH	
5	Ms.Jagedeswari R	Coordinator/Civil	
6	Ms. Shirley Josephine Mary R	Coordinator/IT	

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Ref.No.:KITE/IQAC/2019-20/14 dated 11.11.2019

15.11.2019

Sub: Minutes of the Fourteenth IQAC Internal Meeting 2019-20
held on 15.11.2019 at 2.00PM in the IQAC office, Admin Block, KGISL Institute of Technology

The Fourteenth Internal Meeting of IQAC, KGISL Institute of Technology was held on 15.11.2019 at 2.00 PM in the IQAC Office, Admin Block, KGISL Institute of Technology to discuss the plan of activities of IQAC to be followed in the departments of KGISL Institute of Technology during the 2019-20/ Odd Semester. The following members attended the meeting:

IQAC Team PRESENT:

S.No.	Name of the Member	Designation	Category
1.	Dr.S.K.Mydhili	Professor/CSE	Coordinator - Member Secretary
2.	Mr.Suresh Kumar R.	AP/CSE	Department Coordinator
3.	Mr.Vellingiri A.	AP/ECE	Department Coordinator
4.	Mr.Jambulingam	ASP/Mech	Department Coordinator
5.	Ms.Shirley Josephine Mary R.	AP/IT	Department Coordinator
6.	Ms.Sathya M.	AP/SNH	Department Coordinator

IQAC Team Members ABSENT : Nil

IQAC Team Members Absent with ON-Duty and Applied Leave : Ms.Jagedeswari AP/Civil-OD

Dr.S.K.Mydhili, IQAC Coordinator -Member Secretary welcomed the members. The following Agenda points were discussed:

1. Follow-up of 13th IQAC Internal Meeting
2. Audit Report Status
3. Academic IQAC Report
4. Any other points with the permission of the Chair

1. Follow-up of 12th IQAC Internal Meeting

Member Secretary discussed with coordinators about the status of Research publications of Faculty Members from all departments. The coordinators informed the Member Secretary, that all Faculty members are working for NBA accreditation and find least time to update with their progressive work. Dr.S.K.Mydhili after discussion with coordinators, informed that atleast by the end of January 2020, one paper publication per Faculty is expected.

Action to be taken by: Member Secretary & all coordinators

2. Audit report Status

The member Secretary requested the coordinators to complete the course file audit for the Academic Year 2019-20/Odd Semester at the earliest.

Action to be taken by: All the Coordinators

3. Academic IQAC report for the Academic year 2019-20/Odd Semester

Member Secretary appreciated the coordinator members who had submitted the Academic IQAC report for the year 2019-20/Odd Semester. Further she informed the remaining coordinators to submit on/before 22.11.2019 without fail. The department coordinators informed the Member Secretary, the delay for submission of academic report is due to NBA process.

Action to be taken by: Member Secretary & all coordinators

4. Any other points with the permission of the Chair

The Coordinator -Member Secretary thanked all the department coordinators for their continual efforts and kind cooperation in discharging the duties and activities of IQAC. The meeting ended by 3.30 PM

Minutes Prepared by: Ms.Jagedesawari R..


IQAC Coordinator Member Secretary
Dr.S.K.Mydhili


Chairperson-IQAC
Dr.D.Lakshmanan

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