



KGiSL Institute of Technology

KGiSL Institute of Technology

(Affiliated to ANNA University, Chennai and Approved by AICTE, New Delhi)
365, KGiSL Campus, Thudiyalur Road, Saravanampatti, Coimbatore – 641035.



IQAC MEETING MINUTES

ACADEMMIC YEAR 2019-2020

INTERNAL QUALITY ASSURANCE CELL

Circular

Date: 10-07-2019

The First Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2019-2020 will be on 15-07-2019 at 02:00 PM in KiTE Board Room. All the IQAC members are hereby informed to attend the meeting without fail.

Agenda for the meeting:

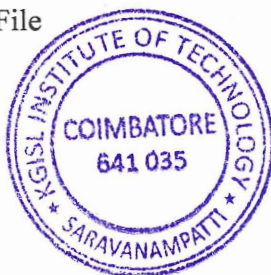
1. Review of previous minutes of meeting
2. Review the Academic Calendar for 2019-2020 ODD semesters
3. Academic Council Meeting
4. NBA-Accreditation Process, ISO Process
5. Project work — Final Year
6. Faculty students participation in conferences
7. Innovation in Teaching and Learning Process
8. Internal Assessment and Question Papers Setting
9. Faculty Activities and Achievements
10. Research and Development Activities
11. Class Committee Meetings
12. Value added courses and certificate courses
13. NPTEL online Courses
14. Training and Placement Activities
15. Academic and Administrative by IQAC


Coordinator (IQAC)


Chairperson

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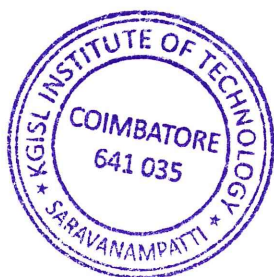
1. Principal
2. Professor/ HODs – to be circulated to all faculty members
3. IQAC Coordinator
4. File




Dr. S.SURESH KUMAR, M.E., Ph.D., C.Engg.
Principal
KGiSL Institute of Technology
Saravanampatti, Coimbatore - 641 035

List of IQAC Committee Members are as follows:

S.No.	Name	Category	Present Occupation	Designation/
1	Dr. Lakshmanan D	Principal	Chairman	
2	Mr. Manikandan D	Administrative Officer	Management Representative	
3	Mr. Vijaya Kumar P	Senior Technical Member OPS-III, Mavenir Systems Bangalore.	Industry Member	
4	Ms.Bhagya shree Dhanuka S	Technical Support, Zuora, Coimbatore.	Alumni	
5	Dr. S. K. Mydhili	Professor	Internal Member	
6	Dr. Vijaya G	HoD/IT	Internal Member	
7	Dr. Pasumpon Pandian A	HoD/CSE	Internal Member	
8	Dr. Sridevi A	HoD/ECE	Internal Member	
9	Mr. Lakshminarayanan V	HoD / MECH	Internal Member	
10	Dr. Rohini V	HoD/ S&H	Internal Member	
11	Dr. Chinnasamy V A	HOD i/c/CIVIL	Internal Member	
12	Mr. Jambulingam S	ASP/MECH	Internal Member	
13	Mr. Sureshkumar R	AP/CSE	Internal Member	
14	Ms. Vellingiri A	AP/ECE	Internal Member	
15	Ms. Sathya M	AP/S&H	Internal Member	
16	Ms. Shirley Josephine Mary R	AP/IT	Internal Member	
17	Ms.Jagedeswari R	AP/CIVIL	Internal Member	
18	Geedha K	III/IT	Student Member	
19	Aiswarya K	IV/CSE	Student Member	
20	Monisha E	IV/ECE	Student Member	



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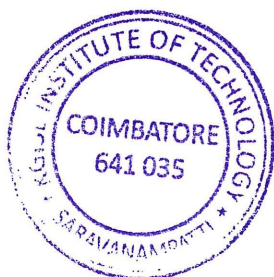
Date: 15-07-2019

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

The first Internal Quality Assurance Cell (IQAC) meeting for the Academic Year 2019-2020 was held 15-07-2019 at 02:00 PM in KiTE Board Room, with the following agenda items being discussed.

Agenda for the meeting:

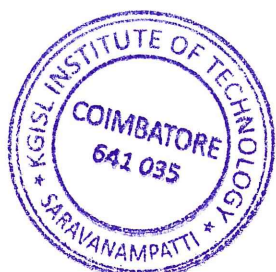
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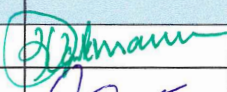
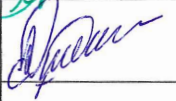

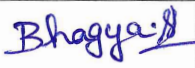
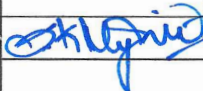

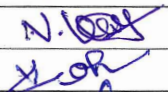
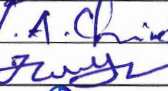

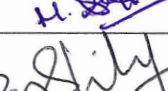

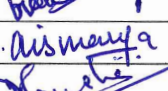
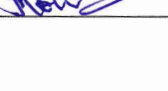






Points that were discussed:

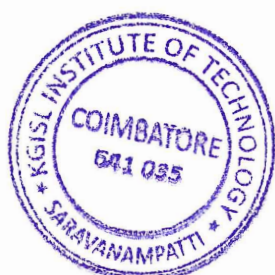
- During the review of the Institution Academic Calendar for the 2019-2020 Odd Semester, the Chairperson emphasized the importance of the meeting. The analysis of university results for the April/May 2019 examination and the self-assessment report were also discussed.
- The principal stressed the need for increased attention to be given to the Academic Council Meeting for the current odd semester. In line with this, all Heads of Departments (HODs) were instructed to initiate the ISO and NBA accreditation process and work towards obtaining accreditation.
- Senior faculty members proposed organizing a national workshop aimed at providing practical education to students.
- To gather feedback for future improvements, the committee emphasized the necessity of conducting a class committee meeting for students in accordance with university norms.
- The HODs were directed to encourage their respective faculties to participate in various Faculty Development Programs as recommended by the committee.
- Furthermore, the committee mandated the HODs to certify that the faculties had completed their respective Theory and Practical subjects in accordance with university criteria. They were also instructed to maintain regular records of this in the course files.
- Regular Parents-Teachers Meetings were deemed necessary by the committee.
- The IQAC coordinator presented the evaluation format for internal examinations and the audit report to all officials. After their approval, the format was finalized. Consequently, the HODs were requested to submit the internal exam audit report within five days after the completion of all internal exams.
- The IQAC coordinator stressed the importance of conducting all tests and exams according to the academic calendar and ensuring timely updates of all web portal data inputs.
- In order to enhance research activity, the IQAC coordinator urged faculty members to increase research publications and project proposals.




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