



**BANNARI AMMAN INSTITUTE OF TECHNOLOGY  
SATHYAMANGALAM- 638 401**

**MINUTES OF IQAC MEETING (1<sup>st</sup> and 2<sup>nd</sup> Quarter) – Academic Year 2019-20**

<b>Name of the Meeting: IQAC 1<sup>st</sup> and 2<sup>nd</sup> Quarterly Meeting 2019-20</b>		<b>Ref. No.</b>	<b>2019/Agenda Letter dated 13.12.2019</b>
<b>Venue: Conference Hall- Learning Centre</b>		<b>Date of Meeting</b>	<b>21.12.2019</b>
<b>Members Present</b>	<b>Chairperson:</b> Dr.C.Palanisamy (Principal) <b>Members from Management:</b> Dr.B.Sampath Kumar, Former Principal and Secretary, P.S.G. College of Arts & Science, Coimbatore-14. <b>Alumni:</b> Mr.Vigneshwar Manoharan, Assistant Professor, Karpagam Academy of Higher Education, Coimbatore <b>Industrialist:</b> Mr T Mani, Managing Director, Kalpatharu Software Ltd., Coimbatore <b>Stakeholder:</b> Mrs. S Rajalakshmi, Parent, Sathyamangalam <b>Other Members:</b> Dean PDS, Dean Academics & TSD, HODs, Professor In-charge Autonomy Affairs, CoE, Librarian and IQAC Coordinator		

<b>S. No</b>	<b>Points Discussed</b>	<b>Response from other members</b>	<b>Target Date</b>	<b>Responsibility</b>
	Principal welcomed the members			
<b>1</b>	IQAC Coordinator presented the actions taken on the suggestions given by the members during the previous meeting and the report for the 1 <sup>st</sup> (June to August) and 2 <sup>nd</sup> (September to November) Quarter of the academic year 2019-2020.			
<b>2</b>	<b>Activities during the period (June 2019- November 2019)</b>			
	a) Curricular Aspects	Members appreciated the initiatives taken to start new courses in the emerging fields.	-	-



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	b) Teaching, Learning and Evaluation	Dr.B.Sampath Kumar asked about the QP scrutiny process by the Professors from other Institutions. He suggested that to find the possibilities to do this process internally. Mr T Mani suggested to implement more open ended questions in the continuous assessment examinations.	Next IQAC Meeting	HoDs, CoE and Autonomy affairs
	c) Research, Innovations and Extension works	Dr.B.Sampath Kumar suggested to device a mechanisms to improve the journal publication by the members of faculty in reputed journals. He also suggested to interact with core industries to sign MoUs in order to train the students in recent technologies.	Next IQAC Meeting	Professor Research and HoDs
	d) Learning Resources	Mr.Vigneshwar Manoharan asked about the remote access facilities of journals. Librarian informed that the remote access facility of journals is available to all members of faculty. Members appreciated the efforts taken to access PEARSON e-Library through remote access for the students.	-	-



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		In addition to this facility, members suggested to include more number of such remote access to promote research and learning capabilities among students and faculty.	Next IQAC Meeting	Librarian
	e) Governance Leadership and Management	Dean-PDS explained the activities carried out in special and applied labs. Members suggested to increase the interaction with industries in developing more products.	Next IQAC Meeting	Principal and Dean-PDS
<b>3</b>	<b>Preparation of Self Study Report (SSR) for NAAC Reaccreditation</b>			
	SSR Preparation	Draft copy of SSR prepared was presented to the members and suggestions were received. SSR to be submitted in January 2020.	January 2020	All Faculty
<b>4</b>	<b>Concluding remarks by IQAC coordinator</b>			
	IQAC Coordinator concluded saying that the suggestions given by members will be considered and action taken will be reported in the next IQAC meeting.			
	Copy to: All Members for kind information			
	Prepared by: IQAC Coordinator <i>[Signature]</i>			
	Approved by: Dr.C.Palanisamy / Principal <i>[Signature]</i>			
	Date: 26.12.2019			
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