



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

MINUTES OF IQAC MEETING (1st Quarter) – Academic Year 2020-21

Name of the Meeting: IQAC 1st Quarterly Meeting 2020-21		Ref. No.	BIT/IQAC/2020-21/1/ Dated: 13.10.2020
Venue: Online		Date of Meeting	23.10.2020
Members Present	Chairperson: Dr.C.Palanisamy (Principal) Industrialist: Mr T Mani, Managing Director, Kalpatharu Software Ltd., Coimbatore Other Members: Dean PDS, HODs, Professor In-charge Autonomy Affairs, CoE, Librarian and IQAC Coordinator		

S. No	Points Discussed	Response from other members	Target Date	Responsibility
	Principal welcomed the members			
1	IQAC Coordinator presented the actions taken on the suggestions given by the members during the previous meeting and the report for the 1 st Quarter (June 2020 to August 2020) of the academic year 2020-21.			
2	Activities during the period (June 2020 to August 2020)			
	a) Academic Activities	Professor in-charge Academics presented the various initiatives made in the academics like Online classes through Google meet and Zoom platform. Also he explained about how Moodle	-	-

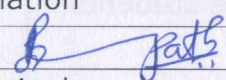
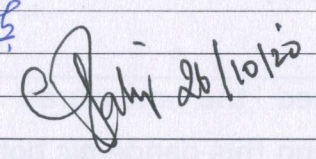
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		software is used for Formative assessment and training given to Faculty members. Online examinations were conducted for Formative Assessment through Moodle and End semester examinations through Examly.		
	b) Faculty Activities	Mr.T.Mani asked about the various measures implemented related to academics during this pandemic. Principal explained about various measures implemented like i) BIT Discourse -BIT Community forum which serves an open platform meant for healthy conversions. This forum can be explored for sharing opinions and voice out views from the existing discussions/start a new conversion of interest. The main objective of this forum is to exchange ideas. ii) Discussions are under progress to have https://wiki.bitsathy.ac.in/ -an open source discussion forum for the complete information of courses in online.	Continuous	All Faculty

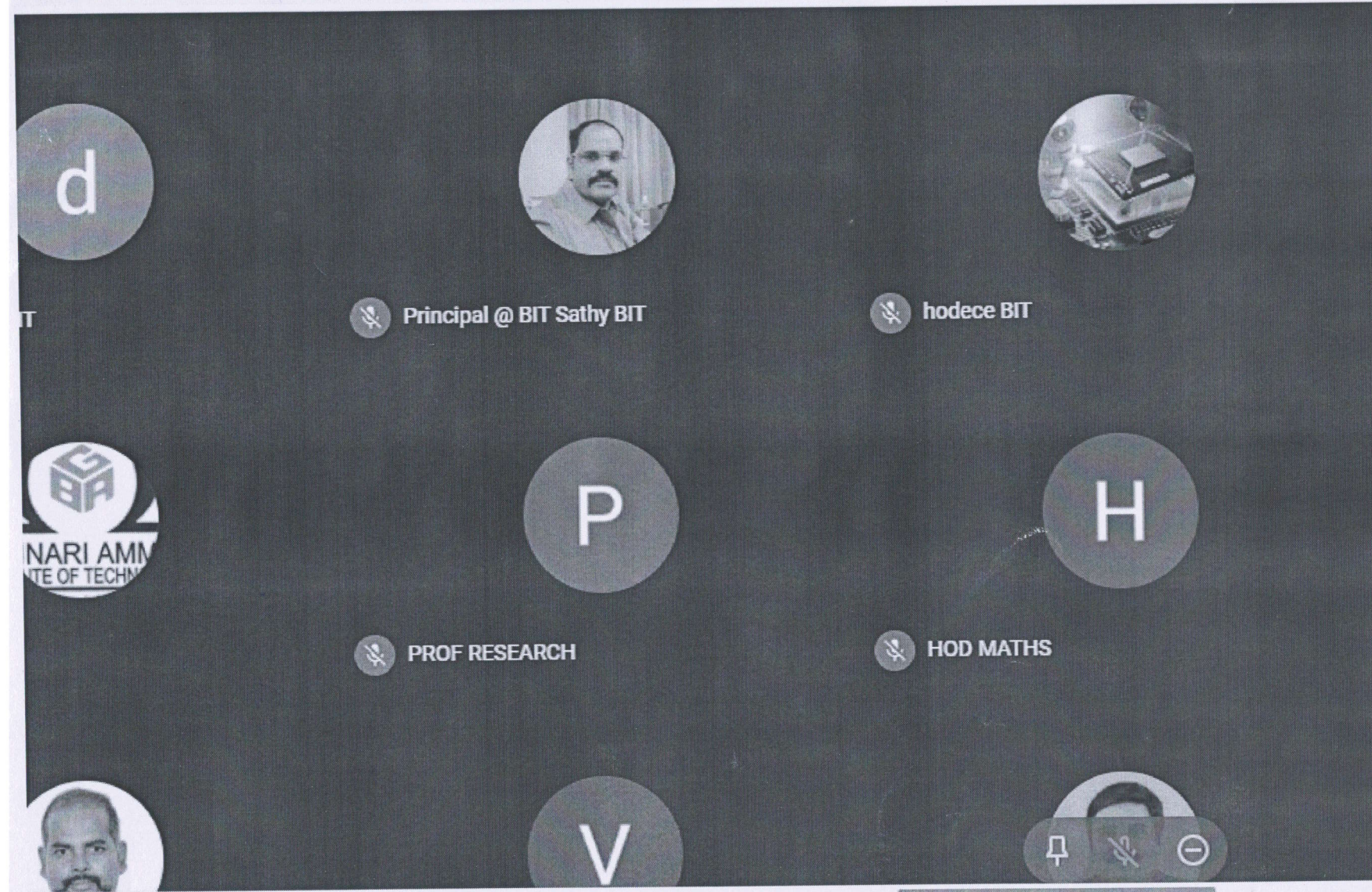
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		<p>iii) Members of faculty conduct special training programs for the school teachers and conducting events for school students.</p> <p>iv) Yoga Programme for faculty, Awareness Training on "Health and Hygiene" for Women were conducted</p>		
	c) Research and Development	To improve the research activities Online Web Conferences and Online Webinars were organized. Blog writing by faculty was encouraged.	Continuous	All Faculty
	d) Student Progression	Students Special Interest Groups (SSIG) has been initiated to promote leadership and coordination among our students. Guidelines for the formation of SSIG were discussed. Also Skill Training was conducted by Students for the students.	Continuous	Mentors
	e) Placement	Placement coordinator explained the measures taken for organizing placement drives during this pandemic both in offline and online.	Continuous	Training & Placement Cell

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4	General Suggestions			
	a) Initiatives taken during COVID 19	<p>The various initiatives taken during the Pandemic for the safety of all members in the Institution and in the Quarters were discussed.</p> <p>The members appreciated the safety precautions followed in the institution.</p> <p>The preparation for IET Accreditation of 8 UG Programmes are under progress.</p> <p>Controller of Examinations informed that the end-semester examinations were conducted as per the Guidelines of Anna University.</p>	Continuous	All Faculty
5	Concluding remarks by IQAC coordinator			
	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 			
	Approved by: Dr.C.Palanisamy / Principal 			
	Date: 26.10.2020			
	Page Nos.: 1-4			

meet.google.com/mzy-ggkb-qcw



Meeting details

People (13)

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- Hod Humanities BIT
- HOD MATHS
- hodece BIT
- hodit BIT
- Principal @ BIT Sath
- PRIYA R
- PROF RESEARCH
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