



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



MINUTES OF 1st IQAC MEETING – Academic Year 2018-19

Name of the Meeting: IQAC 1st Quarterly Meeting 2018-19 (June -August 2018)		Ref. No.	2018/Agenda Letter dated 01.10.2018
Venue: Conference Hall, Learning Centre		Date of Meeting	05.10.2018
Members Present	Chairperson: Dr.C.Palanisamy (Principal) Alumni: Ms.Parameswary Pandian (2003 Batch - IT), Team Lead, Tranz India Corporate Networks Pvt. Ltd., Coimbatore Other Members: HODs, Dean Academics&TSD, CoE, Librarian and IQAC Coordinator		

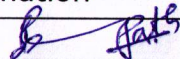

S. No	Points Discussed	Response from other members	Target Date	Responsibility
	Principal welcomed the members			
1	IQAC Coordinator presented the actions taken on the suggestions given by the members during the previous meeting and the report for the period June to August 2018.			
	a) NAAC Reaccreditation process	Format circulated to departments and 1 st review planned on 24.10.2018	24.10.2018	All HoDs
2	Curricular Aspects			
	Details of new interventions in curricular aspects	Principal and Dean Academics & TSD suggested to include the details of Skill training, video recording of lectures, Aptitude training and NPTEL courses in the next meeting. Ms.Parameswary Pandian suggested to offer direct selling as elective course	Next IQAC meeting To be added in the forthcoming BoS.	All HoDs and IQAC coordinator Autonomy Affairs



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S. No	Points Discussed	Response from other members	Target Date	Responsibility
3	Research, Consultancy and Extension			
	Details of SIGs, Incubations and labs enhanced	Principal and Dean Academics & TSD suggested to include the details of SIGs, Incubations, Labs enhanced in various departments.	Next IQAC meeting	All HoDs and IQAC coordinator
4	General Suggestions			
	a) Other activities of the institution	Treatment plant setup by institution in nearby village and other activities may be added	Next IQAC meeting	Principal and IQAC Coordinator
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:06.10.2018			
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