Minutes of 1ˢᵗ Quarter IQAC meeting for the AY 2025-26
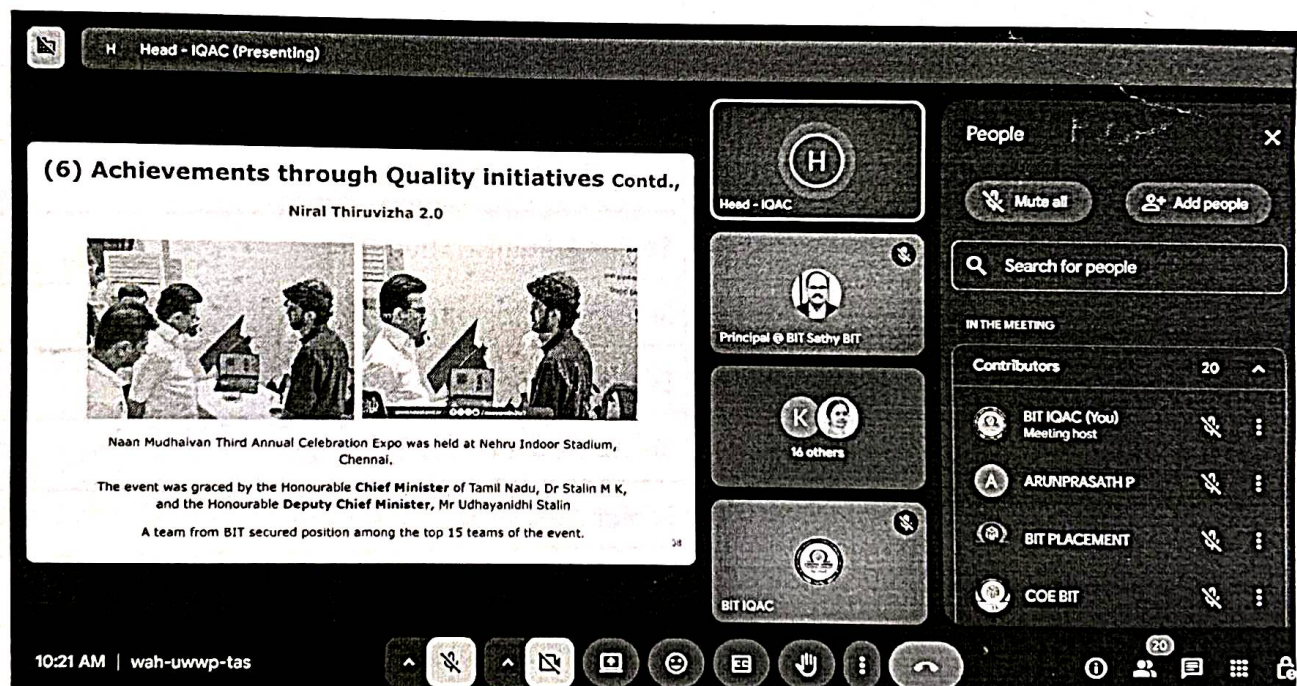
Date: 26.11.2025, Time: 10.00 AM - 11.00 AM, Venue: Online mode

Google Meet link : https://meet.google.com/wah-uwwp-tas

Date: 27.11.2025

The first quarter meeting of the Internal Quality Assurance Cell (IQAC) was held online on 26.11.2025 at 10:00 AM in the presence of the following members:

Sl.No.	Name of IQAC Members	Designation
1	Dr C Palanisamy	Chairperson
2	Dr T Ramesh Kumar	Professor Incharge - IQAC
3	Dr T Poongodi Vijayakumar	Nominee from the Management
4	Mr Ravinder Arjunan	Nominee from Local Society
5	Mr Manickavasagam Natarajan	Nominee from Industrialists
6	Mr M Ramprakash	Nominee from Alumni
7	Mr P Arunprasath	Nominee from Students
8	Dr K Sivakumar	Senior Administrative Officer
9	Dr R Bharanikumar	Senior Administrative Officer
10	Dr D Deepa	Senior Administrative Officer
11	Dr C Sasikumar	Senior Administrative Officer
12	Dr K L Senthil Kumar	Senior Administrative Officer
13	Dr M Ravikumar	Senior Administrative Officer
14	Mr D Ranjith	Teacher: Training and Placement Officer
15	Dr P Senthilkumar	Teacher: Incharge - Special Laboratory
16	Dr D Sasikala	Teacher: HoD - Computer Science and Engineering
17	Dr R Balakrishnaraja	Teacher: HoD - Biotechnology
18	Dr K T Maheswari	Teacher: HoD - Electrical and Electronics Engineering
19	Mr K Sarangan	Teacher: Librarian

The Principal initiated the 1st Quarterly IQAC Meeting by extending a warm welcome to the members, including the Management Nominee, Dr T Poongodi Vijayakumar, Professor and Head, Department of Food Science and Nutrition, Periyar University, Salem; the Employer Nominee, Mr Manickavasagam Natarajan, Global Lead - Quality, ZF Group, Chennai; the Alumni Nominee, Mr M Ramprakash, Managing Partner, M/s. Vela Filaments Co., Karur; the Local

Society Nominee, Mr Ravinder Arjunan, Director - VinderaA Robotics, Coimbatore; and the Student Nominee, Mr P Arunprasath (7376241CS128), Second Year, Computer Science and Engineering, BIT. He also welcomed all other members of the IQAC. Thereafter, the Principal handed over the proceedings to Dr T Ramesh Kumar, Professor Incharge - IQAC, to continue further and take up the agenda for the meeting.

Agenda No. IQAC / 01 / 2025-26 / 01

Agenda: Confirmation and Approval of Previous IQAC Meeting Minutes

Proceedings:

The minutes of the previous IQAC meeting were reviewed and it was approved. The committee acknowledged that the actions decided in the previous meeting had been executed satisfactorily.

Agenda No. IQAC / 01 / 2025-26 / 02

Agenda: Academics Related Activities during June'25 - Aug'25

Proceedings:

The committee reviewed the academic activities carried out in the stated period. An external academic audit was organized to support accreditation processes, focusing on curriculum coverage, outcome attainment, review of academic documentation, teaching-learning practices, evaluation methods and academic review mechanisms. Departments have submitted action plans based on audit observations, which was discussed in the meeting.

Faculty members developed and uploaded video-based instructional material to Wiki page, the institutional learning platforms to enhance academic support and collaborative learning. Academic discussions on the discourse forum platform were recorded and monitored to improve student engagement.

Agenda No. IQAC / 01 / 2025-26 / 03

Agenda: R&D Related Activities during June'25 - Aug'25

Proceedings:

The progress of research and development initiatives presented during the meeting. Research publications and proposal submissions during the period were reviewed, and members noted the increase in contribution from the faculty members. External research grants and institutional funding initiatives have strengthened research capabilities. The committee resolved to continue promoting interdisciplinary collaboration and industry-linked research prospects.

Agenda No. IQAC / 01 / 2025-26 / 04

Agenda: Placement Achievements of Batch 2022-2026

Proceedings:

The status of placement activities, recruiter participation and training initiatives offered to students during the period were presented. The committee commended the continuous efforts toward improving employability and recommended strengthening industry-institute collaborations and domain-specific training support.

Agenda No. IQAC / 01 / 2025-26 / 05

Agenda: Quality Initiatives by IQAC

Proceedings:

The meeting documented various initiatives undertaken during the assessment period which included industry engagement activities, industrial visits, competency development programs

for teaching and non-teaching staff, participation of faculty in industry-oriented training, and the signing of collaborative partnerships through MoUs.

Entrepreneurship development activities were carried out through workshops, panel discussions, outreach programmes, and mentoring engagements coordinated by the BIT-Entrepreneurship Development Cell. Feedback and grievance redressal systems were strengthened through digital mechanisms.

Student induction programmes and faculty orientation programmes were successfully conducted.

Extension and outreach activities related to community welfare and awareness campaigns were executed under Clubs and Societies.

Agenda No. IQAC / 01 / 2025-26 / 06

Agenda: Achievements through Quality Initiatives

Proceedings:

The committee recognized significant institutional achievements arising from these initiatives. Students were appreciated for their noteworthy performance in national innovation competitions, Hackathons and technology showcases. The successful deployment of an institution-developed technological solution during a major public event was highlighted as a demonstration of applied learning.

The innovation displayed at a statewide exhibition and interaction with eminent dignitaries was acknowledged as a major milestone.

Agenda No. IQAC / 01 / 2025-26 / 07

Agenda: Alumni Engagement

Proceedings:

The institution successfully organized alumni engagement events for different graduating batches, providing opportunities for strengthening alumni networking, collaborative initiatives and mentoring for current students.

Agenda No. IQAC / 01 / 2025-26 / 08

Agenda: Forthcoming Activities of IQAC

Proceedings:

Preparation for upcoming accreditation submissions and documentation activities is ongoing. The institution will be hosting AICTE-AI Summit 2025 in the forthcoming month. Governing Council Meetings and institutional cultural events are scheduled to be held through respective committees.

Agenda No. IQAC / 01 / 2025-26 / 09

Agenda: Discussion on Other Points with the Permission of the Chairperson

Proceedings:

Members offered valuable recommendations in the meeting, including:

- The Management Nominee, **Dr Poongodi Natarajan**, appreciated the significant achievements of the institution during the last quarter, particularly the development of video-based lecture content, the successful institutional participation in the Cyber

Hackathon 2025, and the development and exhibition of biodegradable packaging materials at a major technology event in the Chennai Trade Centre.

- She emphasized the need to maintain a structured database exclusively for alumni entrepreneurs and recommended segregating information for effective documentation. She highlighted that the forthcoming NAAC accreditation cycle will follow an outcome-based documentation format, stressing the importance of recording the application and impact of skill-development programmes.

- Also, She advised that after completion of any skill programme training, the transformation in student ability, practical application and implementation activities should be documented, including measurable practice-based outcomes. She suggested adopting a KAP (Knowledge-Attitude-Practice) documentation format and recommended enabling students to serve as trainers and apply skills in real field applications or community-based projects.

- Dr Poongodi Natarajan also recommended strengthening incubation-related processes and integrating incubation activities directly under IQAC monitoring for documentation. She advised showcasing prototypes developed by students and promoting alumni entrepreneur networking through incubation-driven engagement.

- She further encouraged the institution to offer certificate-based and modular short-duration online courses through the Learning Management System and to explore nationwide and global learner access by structuring unified course content modules drawn from existing lecture resources.

- She expressed willingness to establish a formal collaboration through an MoU with the institutional incubation centre under the University Business Incubation framework, and suggested exploring opportunities to transfer innovation-based technologies such as bio-packaging materials to interested industrial and startup stakeholders through demonstrations and business facilitation.
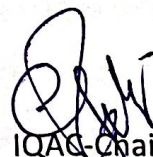
- She also recommended linking C-certification programmes for electricians with the institution, enabling alumni and trainees to obtain professional certification supported by institutional infrastructure.

- Industrialist Nominee, **Mr Manickavasagam Natarajan** suggested Introducing post-placement preparedness initiatives to support corporate adaptation and psychological readiness of students entering industry.

- Local Society Nominee, **Mr M Ramprakash** suggested encouraging structured alumni mentoring support and student networking activities.

- He also recommended Integrating leadership, entrepreneurship and basic financial literacy competencies in student training.

- He advised enhancing opportunities for exposing graduate innovation projects to industries and startup environments.

The committee acknowledged the valuable recommendations and resolved to integrate them into the forthcoming action plan and quality documentation practices.

The meeting concluded with a formal vote of thanks by the IQAC Incharge, who expressed gratitude to the Chairperson, Nominee representatives and Internal participants for their valuable contributions. The committee resolved to implement the action points discussed and continue collective quality enhancement.

Professor Incharge - IQAC

(Dr T Ramesh Kumar)

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IQAC-Chairperson

(Dr C Palanisamy)

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