



BANNARI AMMAN INSTITUTE OF TECHNOLOGY

(Autonomous Institution Affiliated to Anna University Chennai
Approved by AICTE-Accredited by NAAC with 'A+' Grade)

SATHYAMANGALAM - 638 401, ERODE DISTRICT, TAMIL NADU



Office of the IQAC

Minutes of 2nd & 3rd Quarter IQAC meeting for the AY 2021-22

Date: 11-03-2022, Time: 3.30-4.30 PM, Venue: Online,

Meet link: meet.google.com/kdg-bthf-jwa

Date: 16.03.2022

The Second and Third quarter Internal Quality Assurance Cell (IQAC) meeting was conducted online on 11.03.2022 at 3.30 PM in presence of the following members.

Sl.No	Name of IQAC Members	Designation
1	Dr C Palanisamy	Chairperson
2	Dr T Ramesh Kumar	IQAC Coordinator
3	Dr B Sampathkumar	Nominee from the management
4	Mr K S K Singaravelan	Nominee from Alumni
5	Mr Kannan Paul Raj	Nominee from Employers
6	Mr B Geethnarayanan	Nominee from Industrialists
7	Ms B Mithra	Nominee from Students
8	Dr K Sivakumar	Senior Administrative Officer
9	Dr S Jegadheeshwaran	Senior Administrative Officer
10	Dr R Bharanikumar	Senior Administrative Officer
11	Dr KL Senthil Kumar	Senior Administrative Officer
12	Dr P Murugesan	Teacher: HoD - Computer Technology
13	Dr S Daniel Madan Raja	Teacher: HoD - Information Technology
14	Dr G Senthil Kumar	Teacher: Controller of Examinations
15	Dr M Ravikumar	Teacher: Incharge - Infrastructure vertical

16	Dr C Poongodi	Teacher: Incharge - Autonomy Affairs
17	Mr S Vijaykrishnan	Teacher: Training and Placement Officer
18	Mr S Sundar	Teacher: Incharge - Special Laboratory
19	Dr M Gunasekaran	Teacher: Librarian
The following members could not attend the meeting due to other assignments		
1	Mr N Sivaraj	Nominee from Local Society
2	Mr P Ponnusamy	Nominee from Stakeholders (Parent)

The principal initiated the 2nd and 3rd quarter IQAC meeting by welcoming the Management nominee Dr B Sampath Kumar, Educationalist, Former Principal, and Secretary of PSG College of Technology, Coimbatore, Alumni Mr KSK Singaravelan, Head-Projects, Nordex India Pvt. Ltd., Bangalore, Employer Mr Kannan Paul Raj, MD, Procyon TechSolutions Private Limited, Bangalore, Industrialist Mr B Geethnarayanan, Vice President, Hirotec India Pvt. Ltd., Coimbatore and student nominee Ms B Mithra (191BM126), third-year Biomedical Engineering, BIT. He handed over the proceedings to Dr T Ramesh Kumar, IQAC Coordinator to continue further and take up the agenda for the meeting.

The Agenda items for discussion are as follows:

- A. Confirmation and approval of previous IQAC meeting minutes
- B. Action taken report of last IQAC meeting
- C. Academic related activities
- D. Quality initiatives by IQAC
- E. Analysis of feedback received from the second and third-year students
- F. Achievements through quality initiatives
- G. Forthcoming activities of IQAC
- H. Any other matters

Agenda No.	IQAC/02-03/2021-22/01
Agenda	Confirmation and approval of previous IQAC meeting minutes
<p>Proceedings: The IQAC coordinator informed that the First Quarter IQAC meeting minutes for the AY 2021-22 was circulated to all the faculty members and approved by the members.</p> <p>Responsibility: IQAC Coordinator</p>	
Agenda No.	IQAC/02-03/2021-22/02
Agenda	Action taken report of previous IQAC meeting held on 19.11.2021
<p>Proceedings: The IQAC Coordinator presented the actions taken on the suggestions given by the members during the previous meeting of the Academic Year 2021-2022.</p> <p>The salient features are based on,</p> <ol style="list-style-type: none"> a. Outcomes of industrial / institute training: The faculty members were trained on different skills, and they, in turn, have provided training for other faculty members and students through Special Lab and Gurugulam. b. Non-academic audit Process: Report and Actions Taken <ul style="list-style-type: none"> ❖ The audit for non-academic activities is conducted through 'Infrastructure Verticals', and the audit process includes year plan collection, preparation and finalisation of audit form, audit, report collection, preparation of analysis report followed by closure report submission. 	

- ❖ A sample logbook was presented by IQAC coordinator

c. Publication and Funding details

The publication details during the assessment period was presented with,

- ❖ No. of SCI/WoS and Scopus Journals submitted & published.
- ❖ Scopus Citation and h-index of the institution for the past three years
- ❖ Details of PhD holders, Pursuing and Awarded (both internal and external scholars).
- ❖ A total of 66 funding proposals were submitted during this period, in which 7 has been granted for the amount of Rs. 25,45,245 /-

d. Status of the short term 5-year plan has been presented under the following categories,

i. Outcome-based academics

- ❖ New method of classroom teaching has been adopted.
- ❖ The student, faculty member and staff competency is constantly upgraded through various training programmes.
- ❖ Examination Module System (EMS) is launched to ease the examination process.

ii. Skilling and employability

- ❖ Day and night skill training programmes and 7 foundation skills are provided to the first and second-year students.
- ❖ 2346 students benefited in each training are presented.

iii. Start-up culture

- ❖ A total of 30 faculty members and 18 students are involved in initial startups, and 80 products have been developed so far.
- ❖ The number of student's startups are 10, and faculty-cum-students startups are 15.

iv. Infrastructure upgrade

- ❖ The centralised e-data management system called asset management has been implemented. All the asset details of academic and non-academic premises are updated periodically.
- ❖ The implementation of Centres of Excellence (CoE).

v. Industry collaborations

- ❖ 13 faculty members have participated in paper presentation and product development along with industry persons.
- ❖ The institute has signed 17 MoUs with industries thus far.
- ❖ Working with 15 industries for consultancy with a net worth of Rs. 7,55,709 /-

- vi. Community Outreach
 - ❖ Junior skill training is arranged for the students of Bannari Amman Vidhya Niketan (BAVN) and Bannari Amman Public School (BAPS) Schools.
 - ❖ Students of 23 schools from various districts of Tamil Nadu have visited the BIT campus, and 263 students have undergone skill training during the assessment period.

- vii. Research & Development Ecosystem
 - ❖ The R&D team is working on establishing a Central Research Facility.
 - ❖ The purpose of placing all the research equipment in the common places is presented.
 - ❖ Additional research facilities including SEM worth 3 crores is also included.

- viii. Upcoming technology expertise
 - ❖ Presented the usage of Wikimedia and Moodle platform for students' effective learning.

- e. Best practices have been established at our institute to impart foundation skills to all first-year students
 - ❖ The list of foundation skills provided to the students are
 - (a) Prototype Modeling
 - (b) Welding
 - (c) PLC programming
 - (d) Assembly and dismantling
 - (e) Electrical installations
 - (f) Electronics
 - (g) Python programming is given as a night skill, and
 - (h) Graphics, animation & photography will be offered in the forthcoming period.

 - ❖ The IQAC Coordinator informed the members that an initial framework and Standard Operating Procedures of the skill training had been developed by industry experts and faculty members trained by industries like Toyota Kirloskar Motor and Lincoln Electric.

 - ❖ The training process in Gurugulam consists of 3 stages, including pre-process, in-process and post-process.

- ❖ A total investment of Rs. 4.8 crore has been made for BIT Gurugulam to provide the above-mentioned skills for students.
- ❖ A3 sheet presentation of the skill training is explained.

The IQAC members appreciated various initiatives taken by the institution in a short term period and the external member Dr B Sampathkumar has said that he witnessed that more students have benefitted from the training sessions.

Responsibility:

IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/03
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Agenda	Academic related activities during Sep 2021-Feb 2022
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Proceedings:

The IQAC Coordinator presented the below activities related to academics carried out during the assessment period.

- ❖ All the departments conducted BoS and DAB meetings.
 - (a) A total of 81 new courses were introduced, and 208 stakeholder feedback received.
- ❖ Faculty members have developed video lectures for 560 courses and uploaded them on BIT-Wiki.
- ❖ 6916 lesson plans and lecture materials have been uploaded on BIT-Wiki.
- ❖ Lessons discussed for 878 courses in the discourse forum.
- ❖ 4738 students & 593 faculty members have been involved, and 4351 questions have been raised and answered in the discourse forum.

The Alumni Mr KSK Singaravelan has conveyed that he has observed that more students are involved in lesson discussion and appreciated the same.

Responsibility:

Head-Academic / IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/04
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Agenda	Quality Initiatives by IQAC
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Proceedings:

The IQAC Coordinator presented the quality initiatives through IQAC, which are as follows,

- ❖ Foundation skills are provided for the students through skill training and BIT-Gurugulam as per industry standard.

- ❖ The Faculty members and Student Information Dashboard (Grafana) is implemented to monitor the performance of every individual / group.
- ❖ The Centre of Excellence details were presented to the committee members, and the total investment is Rs. 9,81,01,595 /-
- ❖ Details of competency training arranged to the faculty members, students and staff members with various training programmes were presented along with the assessment method.
- ❖ A total of 31 industrial institute training sessions were attended by faculty members.
- ❖ The grievances team interacted with the faculty members and collected grievances both personal/online. Nearly 3 grievance meetings have been conducted in the assessment period. The number of grievances received from the faculty members, the number of grievances addressed and the actions recommended were presented.

Responsibility:

The concerned vertical in-charges / IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/05
Agenda	Analysis of feedback received from Students

Proceedings:

- ❖ The survey details of second and third-year students have been analysed and presented before the committee members.
- ❖ The feedback was collected from a total of 845 and 888 students, respectively on the satisfaction level of skill training, special lab, reward point system, outcome-based questions, English module, mentoring and classroom/online teaching is presented.
- ❖ The IQAC Coordinator informed the members that the Dean and Principal have interacted with non-satisfaction students and suggested adapting to the new initiatives in the competitive world.

Responsibility:

Vertical in charge - Student Affairs / IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/06
Agenda	Achievements through Quality Initiatives

Proceedings:

- ❖ The IQAC Coordinator presented the statistics of achievements by students and faculty members separately.

- ❖ The external member appreciated the students who have participated in the regional competition and National Level Skill Competition, and he also congratulated the winners.
- ❖ In addition, the awards and rankings applied by the institute were presented.
- ❖ The external member congratulated the two faculty members for receiving the awards during the assessment period.

Responsibility:

IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/07
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Agenda	Forthcoming Activities of IQAC
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Proceedings:

- ❖ The IQAC Coordinator presented the status of preparation and submission of AQAR for the AY 2021-22 and the progress of applying for NBA Accreditation.
- ❖ He informed that the Internal Academic Audit (IAA) is scheduled to be conducted in March'22 tentatively.
- ❖ Also he said that the institute is planned to apply for the listed awards/ rankings
 - (a) Green Champion Award
 - (b) All India Survey on Higher Education (AISHE-2022)
 - (c) Atal Ranking of Institutions on Innovation Achievements (ARIIA)
- ❖ Submission of application for Anna University Affiliation and AICTE Extension of Approval (EoA) is in progress.

Responsibility:

IQAC Coordinator

Agenda No.	IQAC/02-03/2021-22/08
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Agenda	Any other matters
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Proceedings:

- ❖ The Management nominee, Dr B Sampath Kumar, asked for the details of the placements, and the Principal shared the placement details and the students' major accomplishments in placements.
- ❖ Also, he briefed the major research activities carried out in the Department of Biotechnology.

- ❖ The alumnus Mr KSK Singaravelan expressed his appreciation to the institution for achieving major goals in a shorter period.
- ❖ The IQAC Coordinator concluded by saying that the suggestions given by the members will be considered, and action taken will be reported in the next IQAC meeting.

Responsibility:

IQAC Coordinator

The meeting ended with a vote of thanks from the chairperson

Dr Ramesh Kumar
21/03/2022

IQAC Coordinator

(Dr T Ramesh Kumar)

Dr Ramesh Kumar T

IQAC Coordinator & Head - Quality Systems
Bannari Amman Institute of Technology
Sathyamangalam - 638 401
Erode District, Tamil Nadu, India.

Dr C Palanisamy

IQAC Chairperson

(Dr C Palanisamy)

Dr. C Palanisamy

PRINCIPAL

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