



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 4th Quarter IQAC meeting for the AY 2021-22

Date: 16-07-2022, Time: 2.30-3.30 PM, Venue: Online,

Meet link: meet.google.com/tnk-wcxx-emd

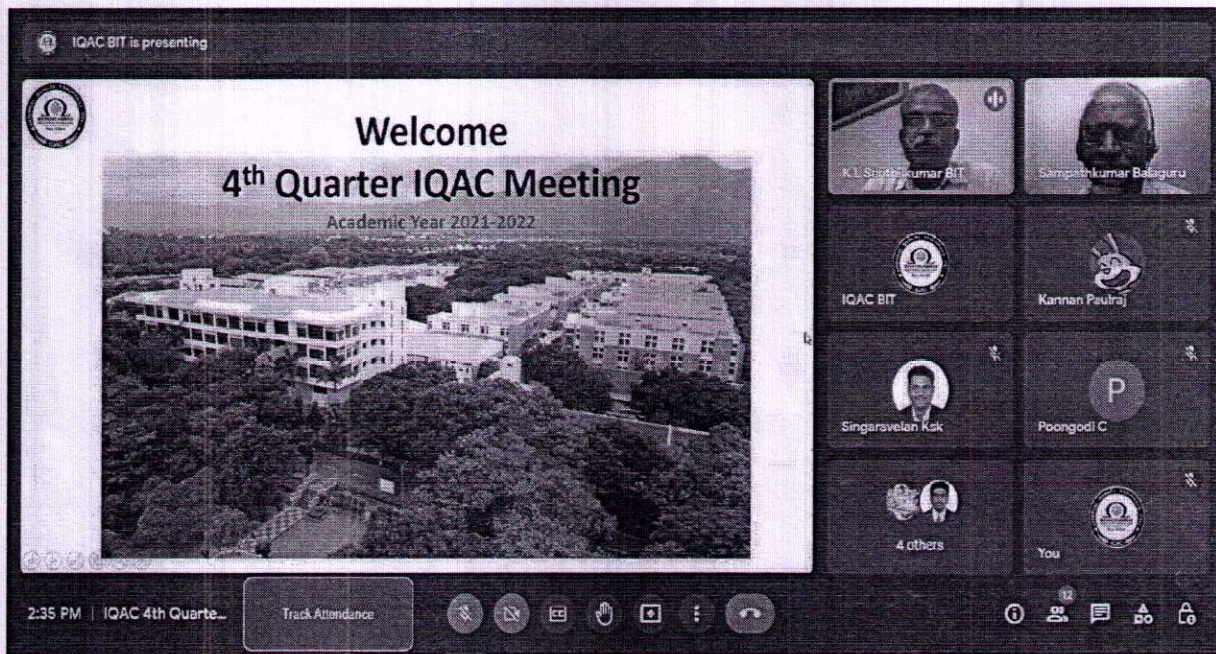
Date: 21.07.2022

The Fourth quarter Internal Quality Assurance Cell (IQAC) meeting was conducted online on 16.07.2022 at 2.30 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 M Gunasekaran	Teacher: Librarian
The following members could not attend the meeting due to other assignments		
1	Mr B Geethnarayanan	Nominee from Industrialists
2	Dr R Bharanikumar	Senior Administrative Officer
3	Ms B Mithra	Nominee from Students
4	Mr N Sivaraj	Nominee from Local Society
5	Mr P Ponnusamy	Nominee from Stakeholders (Parent)

The Chairperson initiated the 4th 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 and Employer Mr Kannan Paul Raj, M.D., Procyon TechSolutions Private Limited, Bangalore. 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 previous IQAC meeting,
- C. Academics and R & D related activities,
- D. Quality initiatives by IQAC,
- E. Analysis of feedback received from the students,
- F. Achievements through quality initiatives,
- G. Forthcoming activities of IQAC, and
- H. Any other matters.

Agenda No.	IQAC/03/2021-22/01
Agenda	Confirmation and approval of previous IQAC meeting minutes
<p>Proceedings: The IQAC coordinator informed that the Second and Third Quarter IQAC meeting minutes for the AY 2021-22 were circulated to all the faculty members and approved by the members.</p> <p>Responsibility: IQAC Coordinator</p>	
Agenda No.	IQAC/03/2021-22/02
Agenda	Action taken report of previous IQAC meeting held on 11.03.2022
<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 Placement achievements for 2022 batch was presented to IQAC Members:</p> <ul style="list-style-type: none"> • Total of 2044 offers were provided by 305 different companies and 1367 students were placed. • The highest and the average salary package is 16 Lakhs per annum and 4.64 Lakhs per annum respectively. <p>The IQAC members appreciated the enormous achievement of the students and the efforts taken by the institution for placement training. Also the Employer Mr Kannan Paulraj has suggested to disseminate the placement categories among all the recruiters, so that the remaining students can also be benefitted.</p> <p>Responsibility: Placement Coordinator</p>	

Agenda No.	IQAC/03/2021-22/03
Agenda	Academics and R&D related activities during March 2022-May 2022
<p>Proceedings:</p> <p>The IQAC Coordinator presented the below activities related to the Academics and R&D carried out during the assessment period:</p> <ul style="list-style-type: none"> ❖ Publication and Funding details <ul style="list-style-type: none"> • The publication details during the assessment period was presented with, <ul style="list-style-type: none"> ● No. of SCI/WoS and Scopus Journals submitted and published. ● Updated Scopus Citations and h-index of the institution for the current Academic Year. ● Details of Ph.D. holders, recognized supervisors, Pursuing and Awarded (both internal and external scholars). ● A total of 70 funding proposals were submitted during this assessment period. ❖ The Academic related activities presented include; <ul style="list-style-type: none"> ● Two Internal Academic Audits (IAA) conducted for S3, S5 and S7 students and actions taken report. ● No. of Class and Course committee meetings conducted for all 54 courses and their action taken report. ● Consolidated report of first, second and third review conducted for Final year project work. ● Analysis carried out for the feedbacks received from the students based on the below parameters obtained on a 5-point scale <ul style="list-style-type: none"> ■ Time Management of Faculty Members ■ Communication of Faculty Member ■ Content Delivery of Faculty Member ■ Syllabus coverage with General & Specific objectives ● The action taken report of BoS meeting conducted by all the departments and the incharge of autonomy affairs has ensured that the same is incorporated in curriculum / syllabi. ● 3735 lesson plans, lecture materials and video lectures have been developed by the Faculty members and uploaded on BIT-Wiki for 225 courses. ● No. of Lessons discussed in the discourse forum is 5769. ● 5037 students and 541 faculty members have been involved, and 609 questions have been raised and answered in the discourse forum. <p>The Alumni Mr KSK Singaravelan has appreciated the practice of using discourse forum for lesson discussion and clarification and suggested keeping it for next academic year also.</p> <p>Responsibility: Head-Academic, Head - R&D and IQAC Coordinator</p>	

Agenda No.	IQAC/03/2021-22/04
Agenda	Quality Initiatives by IQAC
<p>Proceedings:</p> <p>The IQAC Coordinator presented the quality initiatives through IQAC, which are as follows:</p> <ul style="list-style-type: none"> ❖ The review of competency training arranged for the faculty members and staff members with various training programmes is assessed. <ul style="list-style-type: none"> ● A total of 36 industrial institute training sessions were attended by 77 faculty members and they provided training for other faculty members and students through Special Lab and Gurugulam. ● 251 faculty members have completed both the technical (NPTEL, LabView, etc.,) and professional competency (Blogs, Self learning of new software/courses etc.,) training and the same was ensured through the competency vertical. ● 6 different training programs were attended by 124 non-teaching staff members and security guards. The training programs provided are Ms Excel, Google Form, MS office, PPT, Pivot table and Security Training (PDP). ● A Total of 2222 students attended the skill training provided through foundation skill, day skill, night skill and special lab training. ❖ The grievances team interacted with the faculty members and collected grievances both personal / online. Three grievance meetings have been conducted in the assessment period. The number of faculty reported the grievances, the no. of grievances that should be addressed and the actions recommended were presented. <p>The external member Dr B Sampathkumar has said that he witnessed that more students have benefitted from the training sessions and appreciated the same.</p> <p>Responsibility: The concerned vertical in-charges / IQAC Coordinator</p>	
Agenda No.	IQAC/03/2021-22/05
Agenda	Analysis of feedback received from Students
<p>Proceedings:</p> <ul style="list-style-type: none"> ❖ The committee members have been given an analysis and presentation of the survey details received from second, third and final year students. ❖ The feedback was collected from a total of 4808 students from all three years on the satisfaction level of skill training, special lab, reward point system, outcome-based questions, English module, mentoring and classroom teaching. ❖ The IQAC Coordinator informed the members that the Dean and Principal have 	

interacted with unsatisfied students and suggested adapting to the new initiatives in the competitive world.

The external member Dr B Sampathkumar recommended taking surveys from students and faculty members on newly introduced courses and analyse them.

Responsibility:

Vertical in charge - Student Affairs / IQAC Coordinator

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

Proceedings:

- ❖ The statistics of participation and achievements by the students and faculty members have been presented by the IQAC Coordinator separately for the assessment period.
 - A total of 128 students won prizes in various national level competitions such as India Design Work (IDW), AMUROV, India Canoe, Electronics Circuit Design (E CDC), Bicycle Design Competition etc.,
 - 41 students have received cash rewards and best paper awards in paper / poster presentations.
 - Also the IQAC coordinator presented the achievements in extracurricular activities such as volleyball, badminton, musical band event etc.,
 - The IQAC Coordinator also presented the statistics of achievements by faculty members and events organized during the assessment period separately.
- ❖ In addition, the awards and rankings received by the institute were presented.
 - Awards applied for 2 categories such as Tamil Nadu Green Champion Award and Zee Edufuture Excellence Award
 - Also presented the Institute ranked in the DQ-CMR Survey - Top T Schools 2022 and the Dataquest - CMR Digital Index Survey 2021.

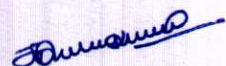
The external member congratulated the students who have participated and won the awards and cash prizes in the National Level Competitions.

Also he appreciated the achievements of faculty members and suggested keeping the statistical report department wise. He also recommended encouraging the faculty members to attend more online courses.

Responsibility:

Vertical in charge - FA&A / IQAC Coordinator

Agenda No.	IQAC/03/2021-22/07
Agenda	Forthcoming Activities of IQAC
<p>Proceedings:</p> <ul style="list-style-type: none"> ❖ The status of NBA Accreditation for the programmes Agri, Auto, Mtrs, EEE, EIE and IT is presented. ❖ The IQAC Coordinator informed that the External Academic Audit (EAA) is planned to be conducted in the upcoming semester. ❖ Also , he presented the list of awards/ rankings planned to be applied in the categories of TN Green Champion Award, AIIRA 2022, CII Survey 2022, AICTE Clean Campus Award etc., <p>Responsibility: IQAC Coordinator</p>	
Agenda No.	IQAC/03/2021-22/08
Agenda	Any other matters
<p>Proceedings:</p> <ul style="list-style-type: none"> ❖ The Management nominee, Dr B Sampath Kumar, suggested to prepare the outcome of student survey ❖ Also he suggested presenting the details of programmes / trainings planned to be organized for newly joined faculty members. ❖ The Employer Mr Kannan Paulraj suggested to take summary of how the students are trained in different laboratories like academic, research and special labs and asked to prepare the outcome of the same ❖ The alumnus Mr KSK Singaravelan expressed his appreciation to the institution for achieving major goals in a shorter period. <p>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.</p> <p>Responsibility: IQAC Coordinator</p>	
The meeting ended with a vote of thanks from the chairperson	

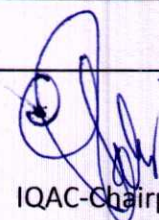


IQAC Coordinator

(Dr T Ramesh Kumar)

Dr Ramesh Kumar T
IQAC Coordinator & Head - Quality Systems
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Erode District, Tamil Nadu, India.





IQAC-Chairperson

(Dr C Palanisamy)
Dr. C Palanisamy
PRINCIPAL

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