



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 3rd Quarter IQAC meeting for the AY 2022-23

Date: 20-05-2023, Time: 02.30 - 03.030 PM, Venue: Online mode

Google Meet link: meet.google.com/pxi-vhff-hgg

Date: 20.05.2023

The third quarter Internal Quality Assurance Cell (IQAC) meeting was conducted online on 20.05.2023 at 02.30 PM in presence of the following members.

Sl.No	Name of IQAC Members	Designation
1	Dr C Palanisamy	Chairperson
2	Dr T Ramesh Kumar	Head-IQAC
3	Dr B Sampathkumar	Nominee from the management
4	Mr K S K Singaravelan	Nominee from Alumni
5	Dr K Sivakumar	Senior Administrative Officer
6	Dr M Bharathiraja	Senior Administrative Officer
7	Dr K L Senthil Kumar	Senior Administrative Officer
8	Dr R Bharanikumar	Senior Administrative Officer
9	Dr P Murugesan	Teacher: HoD - Computer Technology
10	Dr S Daniel Madan Raja	Teacher: HoD - Information Technology
11	Dr G Senthil Kumar	Teacher: Controller of Examinations
12	Dr M Ravikumar	Teacher: Incharge - Infrastructure vertical
13	Dr C Poongodi	Teacher: Incharge - Autonomy Affairs
14	Mr S Vijayakrishnan	Teacher: Training and Placement Officer
15	Mr S Sundar	Teacher: Incharge - Special Laboratory

16	Mr P Ponnusamy	Nominee from Stakeholders (Parent)
17	Ms B Mithra	Nominee from Students
The following members could not attend the meeting due to other assignments		
1	Mr B Geethnarayanan	Nominee from Industrialists
2	Mr Kannan Paul Raj	Nominee from Employers
3	Mr N Sivaraj	Nominee from Local Society
4	Dr M Gunasekaran	Teacher: Librarian

The Principal initiated the 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 Nominee Mr K S K Singaravelan, Head - Projects, Nordex India Private Limited, Bangalore and student nominee Ms B Mithra (191BM126), final-year Biomedical Engineering, BIT and all the members of the IQAC. He handed over the proceedings to Dr T Ramesh Kumar, Head-IQAC 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. Achievements through quality initiatives,
- F. Forthcoming activities of IQAC, and
- G. Any other matters.

Agenda No.	IQAC/03/2022-23/01
Agenda	Confirmation and approval of previous IQAC meeting minutes
Proceedings: The Head-IQAC informed that the Second Quarter IQAC meeting minutes for the AY 2022-23 were circulated to all the faculty members and approved by them. Responsibility: Head-IQAC	

Agenda No.	IQAC/03/2022-23/02
Agenda	Action Taken Report of previous IQAC Meeting

Proceedings:

- ❖ As suggested in the last meeting, the library statistics were presented by the Head - IQAC and the details are,

No. of walk-ins during the Period 01-12-2022 to 28-02-2023	32,200
No. of Books Checked-out (issued)	2,162
No. of Books Checked-in (returned)	2,292
No. of Books renewed	456
Print Journal Subscription (271 Nos.)	Rs. 10,75,631
E- Journal Subscription	Rs. 53,81,596
Books (Title: 260; Volumes: 561)	2,45,000

- ❖ The Head-IQAC informed that the IQAC annual report for the AY 2021-22 has been prepared and documented as recommended by the External IQAC member, Dr B Sampath Kumar in the 2nd quarterly IQAC Meeting.

Responsibility:

Head-IQAC

Agenda No.	IQAC/03/2022-23/03
Agenda	Academics and R&D related activities during Dec'22 - Feb'23

Proceedings:

The Head-IQAC presented the following activities related to the Academics and R&D carried out during the assessment period:

- ❖ Academic related activities;
 - The list of courses introduced through the Board of Studies,
 - One-Credit Courses : 29
 - SWAYAM Courses : 38
 - No. of New courses : 21

No. of core electives : 148
No. of open electives : 15
Stakeholder Feedback : 210

- Informed about the implementation of Minor Degree / Honors for the B.E. / B. Tech. students who have been admitted from the academic year 2021-2022 onwards. The guidelines and conditions for the categories were presented.
- The details of the end semester examination process along with the action taken for the issues were reported.
- The report on the Internal Academic Audit - II was presented. The sample report for the departments of AIML, BME and EEE was presented with the observations of the audit.
- The graduation survey details for the batch 2017-2021 was presented. Totally, 985 UG graduates and 64 PG graduates submitted the survey.
- It is informed that 7222 lesson plans and lecture materials and 8407 video lectures were developed by the Faculty members and uploaded on BIT-Wiki for 428 courses.
- The statistics of the discourse forum were presented and the number of Lessons discussed are 5524.
- 6621 students and 698 faculty members have been involved, and 499 questions have been raised and answered in the discourse forum.

❖ R&D related activities - Publication and Funding details:

- The publication details during the assessment period was presented with,
 - No. of SCI / WoS and Scopus Journals submitted and published.
 - Updated Scopus Citations and h-index of the institution for the CAY.
- Details of Ph.D. holders, recognized supervisors, Pursuing and Awarded (both internal and external scholars) were presented.
- A total of 17 funding proposals were submitted during this assessment period, out of which 5 proposals were granted by the TNSCST (Student Project Scheme) and a total grant received is Rs. 37,500.

Responsibility:

Head-Academics, Head - R&D and Head-IQAC

Agenda No.	IQAC/03/2022-23/04
Agenda	Quality Initiatives by IQAC

Proceedings:

The Head-IQAC presented the quality initiatives through IQAC, which are as follows:

- ❖ The details of the competency training provided to Teaching, Non-teaching staff members, mess workers and students through various training programmes are listed below:

- The training program on QP setting, LP Preparation and CO-PO mapping was attended by 99 teaching faculty members; 6 different training programs (Workplace Ethics, Safety training, audio video training, etc.,) were attended by 228 non-teaching staff members and mess workers; The training programmes were arranged for the students through the various skill training programmes which are listed below:

Name of the Skill Training	Year of the Students	No. of Skills Provided	No. of Beneficiaries
Special Lab Initiatives	All Years	23	874
Gurugulam	I	6	917

- A total of 21 industrial training sessions were attended by 34 faculty members and they provided training for other faculty members and students through Special Lab and Gurugulam.
 - Two Faculty members from our institute have provided training for the industry persons on New product development, etc. Total of 36 industry persons attended the training.
- ❖ Three grievance meetings were conducted for the faculty members and three meetings for the students during the assessment period. The number of grievances reported, the no. of grievances that should be addressed and the actions recommended were presented.
- ❖ The statistics of the feedback received from the students through the support desk QR code was presented.
- ❖ Informed that the faculty orientation programme was conducted for all the newly joined faculty members.

- ❖ A Seminar on "Research Integrity" has been organized by the Department of Agricultural Engineering & IQAC - Research & Development (R & D). Chief guest, Distinguished Professor Dr. Digvir S. Jayas, University of Manitoba has delivered the seminar. 50 students and faculty members have participated.

Responsibility:

Vertical in charges of SFC and R&D, Head-IQAC

Agenda No.	IQAC/03/2022-23/05
Agenda	Achievements through Quality Initiatives

Proceedings:

- ❖ The Head-IQAC has provided the information on participation and accomplishments of faculty members and students during the assessment period.
 - 62 Students have participated in National level Competitions and 10 students have won prizes.
 - In the paper presentation, 585 papers were presented in International level and 431 papers were presented in National level events. 22 papers were awarded with best paper recognition.
 - 4256 projects were presented at national level and 94 projects were presented in International level events. Among that, 102 projects won prizes.
 - The events organized during the assessment period were presented followed by the statistics of achievements by faculty members.
- ❖ The awards and rankings applied by the institute were presented with details of Awards applied / ranking / survey in 4 different categories.
- ❖ The NBA Committee visited the departments of AGRI, Auto, EEE, EIE, IT and MTRS on 2-3 December, 2022. The AGRI department has been awarded with the accreditation for 6 years and other departments have received accreditation for 3 years.

The external member appreciated the students who took part in the National and International level competitions.

Also he congratulated the institute for receiving NBA accreditation for the above said departments.

Responsibility:

Vertical in charges of SA and FA&A / Head-IQAC

Agenda No.	IQAC/03/2022-23/06
Agenda	Forthcoming Activities of IQAC
Proceedings: The following activities are planned for the upcoming days through the IQAC: ❖ Renewal of NBA Accreditation for the departments of CSE, ECE and BT - 2nd cycle. ❖ Preparation of AICTE Mandatory Disclosure. ❖ Planned to submit the AQAR to NAAC for the Academic Year 2021-22. ❖ Planned to organize the orientation Program for Newly Joined Faculty Members regarding the Overview of Campus Infrastructure, Functions of Internal Quality Assurance Cell (IQAC), Academic Activities, Skill Development, etc. ❖ AISHE Portal submission.	
Responsibility: Head-IQAC	
Agenda No.	IQAC/03/2022-23/07
Agenda	Any other matters
Proceedings: ❖ The suggestion was given by the external member with the details in AQAR which helps for NAAC Accreditation. ❖ The Head-IQAC 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: Head-IQAC	
The meeting ended with a vote of thanks from the chairperson	

[Signature]
24/5/23

Head-IQAC

(Dr T Ramesh Kumar)

Dr Ramesh Kumar T
IQAC Coordinator & Head - Quality Systems
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Sathyamangalam - 638 401
Erode District, Tamil Nadu, India.



[Signature]
IQAC-Chairperson
(Dr C Palanisamy)

Dr. C Palanisamy
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