



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

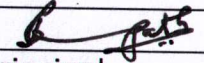
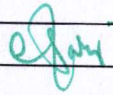
MINUTES OF 2nd IQAC MEETING – Academic Year 2018-19

Name of the Meeting: IQAC 2nd Quarterly Meeting 2018-19 (September to November 2018)		Ref. No.	2018/Agenda Letter dated 12.01.2019
Venue: Civil Conference Hall		Date of Meeting	18.01.2019
Members Present	Chairperson: Dr.C.Palanisamy (Principal) Members from Management: Dr.B.Sampath Kumar, Former Principal and Secretary, P.S.G. College of Arts & Science, Coimbatore-14. Nominees from Stakeholders and Community Representatives: Mr.Bharath Balasubramaniam, President, Sankara Eye Hospital, Coimbatore Alumni: Ms.Parameswary Pandian (2003 Batch - IT), Team Lead, Tranz India Corporate Networks Pvt. Ltd., Coimbatore Other Members: Dean Academics & TSD, HODs, Professor In-charge Autonomy Affairs, CoE, Librarian, NAAC Reaccreditation process Coordinators 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 September to November 2018.			
2	Activities during the period September to November 2018			
	Activities in the Institution during report period	Mr.Bharath Balasubramaniam suggested to prepare and present the agenda with all activities in comparison with the previous quarters of the Academic year 2018-19	Next IQAC Meeting	Principal and IQAC Coordinator



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3	Preparation of Self Study Report (SSR) for NAAC Reaccreditation			
	a) SSR Preparation	i) Dr.B.Sampath Kumar suggested to form teams to prepare for each criterion in the SSR. He also suggested all the HoDs to prepare a complete write-up based on the NAAC peer team report, achievements for the past 5 years, benefits of autonomy, evaluation scheme and examination system, placement and its outcome, MoU benefits, and video presentation details with facilities.	15.02.2019	All HoDs
		ii)Principal and Dean Academics & TSD suggested to form Committee to prepare the documents for SSR	15.02.2019	Committee formed with Faculty and HoDs
4	General Suggestions			
	a) Skill development of students	Ms.Parameswary Pandian suggested to train the students in the area of Artificial Intelligence and Data Analytics	Continuous	HoDs and Professor In-charge Autonomy affairs
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:02.02.2019			
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