



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

MINUTES OF IQAC MEETING (3rd Quarter) – Academic Year 2019-20

Name of the Meeting: IQAC 3rd Quarterly Meeting 2019-20		Ref. No.	2019-20 Agenda Letter Dated: 02 March 2020
Venue: Civil Conference Hall		Date of Meeting	06.03.2020
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. Alumni: Mr.Vigneshwar Manoharan, Assistant Professor, Karpagam Academy of Higher Education, Coimbatore Other Members: Dean PDS, Dean Academics & TSD, HODs, Professor In-charge Autonomy Affairs, CoE, Librarian 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 3 rd Quarter (December 2019 to February 2020) of the academic year 2019-2020.			
2	Activities during the period (June 2019- November 2019)			
	a) Curricular Aspects	Members enquired about the admitted strength for the newly started Programmes.	-	-

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		Principal informed that more than 80% of seats have been filled in the Programmes.		
	b) Teaching, Learning and Evaluation	Dr.B.Sampath Kumar asked about assessing the learning levels of the students in the regular classes. Principal replied that the first 5 or 10 minutes of the next lecture hour, may be used to conduct formative assessment to ensure the learning level and the score attained by the students may be notified to the students. It may not be considered for internal mark calculation.	-	-
	c) Research, Innovations and Extension works	Mr.Vigneshwar Manoharan asked about the facility to check plagiarism of the research articles/assignments submitted by the students. He also insisted to include the plagiarism report along with those documents while submitting it for evaluation.	Next IQAC Meeting	Professor Research and HoDs
	d) Learning Resources	Mr.Vigneshwar Manoharan suggested to give open ended assignments for the subjects, so that the students may refer more number of books to find solutions for the given	Next IQAC Meeting	Dean Academics & TSD, HoDs, Librarian



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		assignments. He also added that, through this process we may create a culture among the students to effectively avail the library facilities.		
	e) Governance Leadership and Management	Members welcomed the initiatives taken through the special and applied labs to groom the students academically in addition to the regular curricular aspects. They also suggested to plan for establishing more such labs in the emerging fields related to the Programmes available in the Institute.	Next IQAC Meeting	Dean-PDS
3	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:09.03.2020			
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