



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 2023-24

Date: 04-05-2024, Time: 10.30 - 11.30 AM, Venue: Online mode

Google Meet link: <https://meet.google.com/owh-fyqa-znb>

Date: 06.05.2024

The third quarter Internal Quality Assurance Cell (IQAC) meeting was conducted online on 04.05.2024 at 10.30 AM 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 T Poongodi Vijayakumar	Nominee from the Management
4	Mr D Lingaewar	Nominee from Local Society
5	Ms Shanmugapriya R	Nominee from Students
6	Dr K Sivakumar	Senior Administrative Officer
7	Dr K L Senthil Kumar	Senior Administrative Officer
8	Dr G Senthil Kumar	Senior Administrative Officer
9	Dr M Ravikumar	Senior Administrative Officer
10	Dr R Bharanikumar	Senior Administrative Officer
11	Dr M Bharathiraja	Teacher: Head - R & D
12	Mr S Vijayakrishnan	Teacher: Training and Placement Officer
13	Mr S Sundar	Teacher: Incharge - Special Laboratory
14	Dr S P Prakash	Teacher: HoD - Electronics & Communication Engineering
15	Dr V Chelladurai	Teacher: HoD - Agricultural Engineering


Sl.No.	Name of IQAC Members	Designation
16	Dr K Vairavel	Teacher: HoD - Electronics & Instrumentation Engineering
17	Dr V Eswaramoorthy	Teacher: HoD - Computer Technology
18	Mr K Sarangan	Teacher: Librarian
The following members could not attend the meeting due to other assignments		
1	Mr Sakthivel Rajasekar	Nominee: Employers / Industrialists / Stakeholders
2	Mr P Gowtham	Nominee from Alumni



Head - IQAC (Presenting)

(7) Achievements through Quality initiatives Contd.,

The BRICS Future Skills Challenge 2023 (Feb'24)
(Event Ongoing)



BIT team has participated in 23 skills and secured the below prizes:

Gold Medal	01
Silver Medal	00
Bronze Medal	02
Excellent Prize	03
Certificate	51
Total	139

at institutions and events from Brazil, Russia, China, India, South Africa, Ukraine, Mongolia, New Zealand, and Belarus.

11:01 AM | owh-fyqa-znb

Participants in the meeting:

- Head - IQAC
- Principal BIT Sathy BIT
- Poongodi Vijayakumar
- RAVI KUMAR M
- HEAD R&D
- TRAINING BIT
- Others
- BIT IQAC

The Principal initiated the 3rd quarterly IQAC meeting by welcoming the Management nominee Dr T Poongodi Vijayakumar, Professor and Head-Department of Food Science and Nutrition, Periyar University, Salem, The Local Society Nominee, Mr D Lingaewar, Sathyamangalam and Student nominee, Shanmugapriya R (7376222AD201), Second-year, Artificial Intelligence and Data Science, 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 Meeting
- C. Academics Related Activities during Dec'23 - Feb'24
- D. R&D Related Activities during Dec'23 - Feb'24
- E. Placement Achievements, Batch 2020-2024
- F. Quality Initiatives by IQAC
- G. Achievements through Quality Initiatives
- H. Alumni Engagement
- I. Forthcoming Activities of IQAC
- J. Discussion on other points with the permission of the chairperson

Agenda No.	IQAC / 03 / 2023-24 / 01								
Agenda	Confirmation and approval of previous IQAC meeting minutes								
Proceedings: The Head-IQAC informed that the previous quarter IQAC meeting minutes for the AY 2023-24 was prepared and circulated to all the faculty members and approved by them. Also the key points of the previous meeting were presented.									
Responsibility: Head-IQAC									
Agenda No.	IQAC / 03 / 2023-24 / 02								
Agenda	Action Taken Report of Previous Meeting								
Proceedings: The Head-IQAC presented the action taken for the suggestion recommended in the previous meeting. The details are,									
<table border="1"> <thead> <tr> <th>Queries / Suggestions</th><th>Actions Taken</th></tr> </thead> <tbody> <tr> <td>Prepare the analysis of the individual student's improvement regarding the professional competency.</td><td>Initiatives Taken (Planned through Personalized Skill)</td></tr> <tr> <td>Link the UGC and AICTE quality mandates with the IQAC verticals. Map the IQAC verticals with NAAC criterias.</td><td>Already implemented</td></tr> <tr> <td>Improve the funding support by incorporating the society connect and community engaging activities in the institution.</td><td>Initiatives Taken (Through Clubs & Societies, NSS, NCC)</td></tr> </tbody> </table>		Queries / Suggestions	Actions Taken	Prepare the analysis of the individual student's improvement regarding the professional competency.	Initiatives Taken (Planned through Personalized Skill)	Link the UGC and AICTE quality mandates with the IQAC verticals. Map the IQAC verticals with NAAC criterias.	Already implemented	Improve the funding support by incorporating the society connect and community engaging activities in the institution.	Initiatives Taken (Through Clubs & Societies, NSS, NCC)
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Responsibility: Head-IQAC									
Agenda No.	IQAC / 03 / 2023-24 / 03								
Agenda	Academics related activities during Dec'23 - Feb'24								
Proceedings: The Head-IQAC presented the following activities related to the Academics carried out during									

the assessment period:

❖ Academic related activities;

- The BoS meeting was conducted in all the departments and the new courses which are introduced in the SCM were presented. The sample feedback report was presented for the department of AGRI.
- The Result analysis of Periodical tests for S1, S3 & S5 was presented.
- Also, It is informed that 6,340 lesson plans, lecture materials and video lectures were developed by the Faculty members and uploaded on BIT-Wiki for 326 courses during the assessment period.
- The statistics of the discourse forum were presented and the number of Lessons discussed in the platform are 5,524.
- 6,621 students and 698 faculty members have been involved, and 499 questions have been raised and answered in the discourse forum.

Responsibility:

Head-Academics

Agenda No.	IQAC / 04 / 2023-24 / 04
Agenda	R & D related activities during Dec'23 - Feb'24

Proceedings:

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

❖ 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, and No. of Books / Books Chapters published by the faculty members.
 - Updated Scopus Citations and h-index of the institution.
- Details of Ph.D. holders, recognized supervisors, Pursuing and Awarded details (both internal and external scholars) were presented.
- In the assessment period, out of 35 proposals submitted, 2 were granted by the SERB and the total grant received is Rs.34,04,123.

Responsibility:

Head-Academics, and Head - R&D

Agenda No.	IQAC / 03 / 2023-24 / 05
Agenda	Placement achievement of 2020-24 batch
<p>Proceedings:</p> <ul style="list-style-type: none"> ❖ The Head-IQAC presented the placement statistics of 2020-24 batch students which includes the number of companies involved, number of offers issued, number of students placed, highest and average package and the recruiters details. <p>Responsibility: Placement Officer and Team</p>	
Agenda No.	IQAC / 03 / 2023-24 / 06
Agenda	Quality Initiatives by IQAC
<p>Proceedings:</p> <p>The Head-IQAC presented the quality initiatives taken through IQAC, which are as follows:</p> <ul style="list-style-type: none"> ❖ The details of the competency training / assessment conducted for Teaching, Non-teaching staff members, Security guards through various training programmes are listed below: <ul style="list-style-type: none"> ● Head-IQAC informed that the technical assessments were conducted for the Teaching faculty on the Google Workspace platform. Also the domain specific Technical competency was assessed for each faculty member. ● The training programs on system administration and Medical First-aid were arranged for non-teaching staff members and the Personality Development Program was organized for security guards. ● 7 faculty members have attended the training sessions on different areas from 3 different industries. ● A total of 88 faculty members have visited 68 industries and interacted with them regarding the students internship, Workshops, placements, etc., ● During the assessment period, MoU was signed with 3 organizations each with a duration of 3 years. ● The Head-IQAC has presented evidence and sample proof for all the above said activities. ❖ The grievance meetings were conducted for the faculty members and students each month and the action taken report for the assessment period has been presented. 	

- ❖ The statistics of the feedback received from the students through the support desk and QR code systems were presented.
- ❖ The Extension and outreach activities arranged through the clubs and societies have been elaborated with the outcome of each activity.
- ❖ The proposed budget for the academic year 2024-25 was presented in the meeting with the insights of it.
- ❖ It is informed that the institute is focusing on implementing the features of NEP 2020.
- ❖ The library facilities incorporating all the subscriptions of E-Journals were presented.

Responsibility:

Head-IQAC and respective heads

Agenda No.	IQAC / 03 / 2023-24 / 07
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:

- ❖ The statistics of students participation and achievements in National level Competitions, Project competitions, Paper presentations and Journal Publications were presented.
- ❖ Also the No. of products developed, patent filed, Internships attended and online courses completed by the students during the assessment period was presented.
- ❖ The major achievements of the students have been highlighted as the students secured the first place with a cash prize of Rs. 3.0 Lakhs in InnoVent 2023, 2 Gold Medals, 5 Silver Medals, 12 Bronze Medals, 63 Excellent Prizes, 57 Certificates in the ongoing event, The BRICS Future Skills Challenge 2023, etc.,
- ❖ Also the achievements of faculty members have been presented with the no.of events attended, online courses completed, paper presented, patents filed, guest lecture delivered, etc.,
- ❖ The categories of events organized by the faculty members have also been presented with the No. of webinar / seminar organized, workshops conducted, guest lecture organized, etc.,

The external member appreciated the students who took part in the National and International level competitions. Also they congratulated the students who have won prizes in

different categories.

Responsibility:

Vertical in charges of SAC, FA&A and office of IQAC

Agenda No.	IQAC / 03 / 2023-24 / 08
Agenda	Alumni Engagement

Proceedings:

- ❖ The activities organized with an association of BIT Alumnus was elaborated with the outcomes of each activity.
- ❖ The Head-IQAC informed the IQAC members about the Inauguration of the Gulf Alumni Chapter and Alumni Get-Together which was organized on 20, January, 2024, in Dubai, UAE with the presence of the Chairman, Trustee, Principal and the M-Team members.

Responsibility:

Alumni in-charge

Agenda No.	IQAC / 03 / 2023-24 / 09
Agenda	Forthcoming Activities of IQAC

Proceedings:

The following activities are planned for the upcoming days through the IQAC:

- ❖ Compiling and submitting a comprehensive report of the AQAR for the AY 2022-23 before 15th May 2024.
- ❖ AICTE Expert Visiting Committee (EVC) is scheduled to visit the institute on 9th May 2024.
- ❖ The institute is awaiting an inspection by Anna University
- ❖ Process towards ensuring that all the courses are eligible for NBA accreditation and preparation for the same.
- ❖ Internal Academic Audit I & II is scheduled in the month of May, 2024 to identify the areas for improvement.
- ❖ Currently engaged in an ongoing process of revising the institute-level policies towards NEP 2020.

Responsibility:

IQAC-Admin, Office Academics

Agenda No.	IQAC / 03 / 2023-24 / 10
Agenda	Discussion on other points with the permission of the chairperson
<p>Proceedings:</p> <ul style="list-style-type: none"> ❖ The External Member has congratulated the Chairperson and the Head-IQAC for the achievements of the students and faculty members. ❖ Special recognition was given to the innovative approach of level-based personalized skill training, highlighting its uniqueness within the country. Furthermore, she suggested conducting competency assessments for individual students before the commencement of each semester and making the manual for skill competency training available on the web portal, along with pricing details. Also recommended to get a copyright for the skill competency manual for its uniqueness. ❖ Suggested the faculty members to get the certification from the industry after completion of the training. ❖ Suggestion was given for the faculty members to identify the problem statements from the industries during the IRP visit, and to discuss them with the fellow faculty members. Principal confirmed that this activity is already in practice, leading to an increase in consultancies and funding opportunities. ❖ It was proposed to conduct department-oriented or domain-specific outreach programs instead of general club activities. ❖ For Example, The institute could offer NGO related tailored training programs, such as Computer literacy, electrical work, plumbing, and more to the students who left school for different reasons. Students of BIT who excelled in the skill training could then train these students, leading to certification upon completion of their training. <p>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.</p> <p>Responsibility: Head-IQAC</p>	
The meeting ended with a vote of thanks from the chairperson	

[Signature]
66/05/24

Head-IQAC

(Dr T Ramesh Kumar)

Prof T Ramesh Kumar PhD

Head - IQAC

Bannari Amman Institute of Technology

Sathyamangalam - 638 401

Erode District, Tamil Nadu - India



[Signature]

IQAC-Chairperson

(Dr C Palanisamy)

Dr. C Palanisamy

PRINCIPAL

Bannari Amman Institute of Technology

Sathyamangalam - 638 401

Erode District, Tamil Nadu, India

Dr. T. Ramesh Kumar PhD

