



BANNARI AMMAN INSTITUTE OF TECHNOLOGY
SATHYAMANGALAM- 638 401

MINUTES OF IQAC MEETING (4th Quarter) – Academic Year 2019-20

Name of the Meeting: IQAC 4th Quarterly Meeting 2019-20		Ref. No.	2019-20 Agenda Letter Dated: 05 June 2020
Venue: Civil Conference Hall		Date of Meeting	12.06.2020
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, HODs, Professor In-charge Autonomy Affairs, CoE, Librarian and IQAC Coordinator		

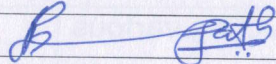
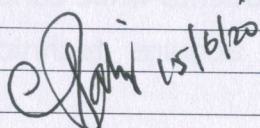
S. No	Points Discussed	Response from other members	Target Date	Responsibility
	Principal welcomed the members			
1	IQAC Coordinator presented the actions taken on the suggestions given by the members during the previous meeting and the report for the 4 th Quarter (March 2020 to May 2020) of the academic year 2019-2020.			
2	Activities during the period (March 2020 to May 2020)			
	a) Awards and Recognition	Dr.B.Sampath Kumar asked about the process of improving various metrics which influence the overall ranking of the Institution.	Continuous	All Faculty

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		Principal informed that in the Institution various interventions are made to improve the parameters expected by various awarding and ranking agencies.		
	b) Academic Activities	Professor in-charge Academics informed that Formative Assessments(FA's) are conducted to assess learning levels among the students. He also added that FA's was one among the best mechanism to evaluate the performance of the students during online teaching.	-	-
	c) Faculty Activities	Dr.B.Sampath Kumar and Mr.Vigneshwar Manoharan appreciated the activities carried out by the institute during this pandemic period for conducting various activities like online teaching, organizing webinars, e-conferences, etc. He also congratulated the members of faculty for conducting special training programs for the school teachers and conducting events for school students.	-	-

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		He also suggested to continue this process and to contribute to the student community and engage them during this lock down period.	Continuous	All Faculty
	d) Research and Development	Dr.B.Sampath Kumar suggested to make use of this period to concentrate more on research work.	Continuous	All Faculty
	e) Student Progression	Members suggested to involve students while conducting various activities that help them to acquire technical skills and managerial skills. Online skill training offered to students.	Continuous	HoDs
	f) Placement	Dr.B.Sampath Kumar appreciated the measures taken for organizing placement drives during this pandemic both in offline and online.	Continuous	Training & Placement Cell
3	General Suggestions			
	a) Initiatives taken during COVID 19	The various initiatives taken during the Pandemic for the safety of all members in the Institution and in the Quarters were discussed.	Continuous	All Faculty

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		Mr.Vigneshwar Manoharan appreciated the safety precautions followed in the institution. Controller of Examinations informed that the end-semester examinations will be conducted as per the Guidelines of Anna University.		
4	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:15.06.2020			
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