



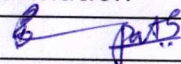
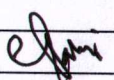
**BANNARI AMMAN INSTITUTE OF TECHNOLOGY
SATHYAMANGALAM- 638 401**

MINUTES OF 4th IQAC MEETING – Academic Year 2018-19

Name of the Meeting: IQAC 4thQuarterly Meeting 2018-19		Ref. No.	2019/Agenda Letter dated 21.08.2019
Venue: Civil Conference Hall		Date of Meeting	26.08.2019
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. 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 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 academic year 2018-2019.			
2	Activities during the period 2018-2019			
	a) Curricular Aspects	Dr.B.Sampath Kumar suggested to revise the content in the syllabi of the courses based on need.	Next IQAC Meeting	Autonomy affairs

S. No	Points Discussed	Response from other members	Target Date	Responsibility
	b) Teaching, Learning and Evaluation	Dr.B.Sampath Kumar suggested making an analysis on the pass percentage and initiate methods for improving the same. He suggested to have a mechanism to check whether student has earned the required number of credits at the end of seventh semester excepting the credits in eighth semester. He also suggested to have certain portion of evaluation in the courses through online methods.	Next IQAC Meeting	HoDs, CoE and Autonomy affairs
	c) Research, Innovations and Extension works d)	Dr.B.Sampath Kumar suggested to check whether all faculty are publishing papers in journals.	Next IQAC Meeting	Professor Research and HoDs
	e) Learning Resources	The number of video lectures developed was presented and was appreciated by the members.	-	-
	f) Student Support and Progression	The members appreciated the support provided to students and also their progression in co-curricular and extracurricular activities	-	-

S. No	Points Discussed	Response from other members	Target Date	Responsibility
3	Preparation of Self Study Report (SSR) for NAAC Reaccreditation and Annual Quality Assurance Report (AQAR) preparation			
	a) SSR and AQAR Preparation	i) AQAR to be submitted during September 2019 ii) SSR to be prepared and is to be submitted to NAAC during October 2019.	Next IQAC Meeting	HoDs, Professor i/c Academic audit, Librarian, Autonomy Affairs, IQAC Coordinator, Principal
4	General Suggestions			
	a) Skill development of students	Ms.Parameswary Pandian appreciated for incorporating the suggestions given in previous meeting by offering value added courses on psychology	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:05.09.2019			
	Page Nos.: 1-3			