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 4th Quarter IQAC meeting for the AY 2022-23
Date: 18-08-2023, Time: 11.30 - 12.30 PM, Venue: Online mode
Google Meet link: meet.google.com/pxi-vhff-hgq

Date: 18.08.2023

The fourth quarter Internal Quality Assurance Cell (IQAC) meeting was conducted online on 18.08.2023 at 11.30 PM 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 B Sampathkumar	Nominee from the management
4	Mr B Geethnarayanan	Nominee from Industrialists
5	Mr P Ponnusamy	Nominee from Stakeholders (Parent)
6	Dr K Sivakumar	Senior Administrative Officer
7	Dr M Bharathiraja	Senior Administrative Officer
8	Dr K L Senthil Kumar	Senior Administrative Officer
9	Dr R Bharanikumar	Senior Administrative Officer
10	Dr G Senthil Kumar	Teacher: Controller of Examinations
11	Dr M Ravikumar	Teacher: Incharge - Infrastructure vertical
12	Dr Eswaramoorthy V	Teacher: HoD - Computer Technology
13	Dr Arun Shalin L V	Teacher: HoD - Information Technology
14	Dr C Poongodi	Teacher: Incharge - Autonomy Affairs
15	Mr S Vijayakrishnan	Teacher: Training and Placement Officer

16	Mr S Sundar	Teacher: Incharge - Special Laboratory
17	Dr M Gunasekaran	Teacher: Librarian
18	Ms B Mithra	Nominee from Students
The following members could not attend the meeting due to other assignments		
1	Mr K S K Singaravelan	Nominee from Alumni
2	Mr Kannan Paul Raj	Nominee from Employers
3	Mr N Sivaraj	Nominee from Local Society

The Principal initiated the 4th quarterly IQAC meeting by welcoming the Management nominee Dr B Sampath Kumar, Educationalist, Former Principal and Secretary of PSG College of Technology, Coimbatore, The Industrialist, Mr B Geeth Narayanan, Vice President of Hirotec India Pvt. Ltd., Coimbatore and Student nominee, Ms B Mithra (191BM126), Final-year Biomedical Engineering, 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. Placement achievement of 2019-23 batch,
C. Academics and R & D related activities during Mar'23 - May'23,
D. Quality initiatives by IQAC,
E. Achievements through quality initiatives,
F. Forthcoming activities of IQAC, and
G. Discussion on other points with the permission of the chairperson

Agenda No.	IQAC / 04 / 2022-23 / 01
Agenda	Confirmation and approval of previous IQAC meeting minutes

Proceedings:

The Head-IQAC informed that the third quarter IQAC meeting minutes for the AY 2022-23 was prepared and circulated to all the faculty members and approved by them.

Responsibility:

Head-IQAC

Agenda No.	IQAC / 04 / 2022-23 / 02
Agenda	Placement achievement of 2019-23 batch

Proceedings:

❖ The Head-IQAC presented the placement statistics of 2019-23 batch students which includes the number of companies involved, number of offers issued, number of students placed, highest & average package and the recruiters details.

The external member and the Industrialist congratulated the institute for achieving 100% placement and appreciated the student who got placed in Virtusa with the package of 44.0 LPA.

Responsibility:
Placement Officer and Team

Agenda No.	IQAC / 04 / 2022-23 / 03
Agenda	Academics and R&D related activities during Mar'23 - May'23

Proceedings:

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

❖ Academic related activities;
- The Result analysis of Periodical tests for S2, S4 & S6 and the sample remedial class report was presented.
- Informed that the action taken report was presented based on the observations from the External Academic Audit which has been conducted in the month of January. The sample report was presented for the department of Textile Technology.
- It is informed that 207 lesson plans, lecture materials and video lectures were developed by the Faculty members and uploaded on BIT-Wiki for 11 courses during the assessment period.
- The statistics of the discourse forum were presented and the number of Lessons discussed in the platform are 2631.
- 6645 students and 740 faculty members have been involved, and 738 questions have been raised and answered in the discourse forum.

- The details of the end semester examination process along with the action taken for the issues were reported.

❖ 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
    ○ 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.
- A total of 17 funding proposals were submitted during this assessment period, out of which 2 proposals were granted by the UGC-DAE and TNSCST. The total grant received is Rs. 10,61,000.

Responsibility:

Head-Academics, and Head - R&D

Agenda No.	IQAC / 04 / 2022-23 / 04
Agenda	Quality Initiatives by IQAC

Proceedings:

The Head-IQAC presented the quality initiatives taken through IQAC, which are as follows:

❖ The details of the competency training provided to Teaching, Non-teaching staff members, mess workers and students through various training programmes are listed below:

- Head-IQAC presented the various training programs such as Students Access to Articles, Outcome Based Education (OBE), Project Report, Brainstorming session on Old Regime vs New Regime of Income Tax Calculation, Wiki Page and Video Creation etc., were arranged through competency verticals for 224 teaching faculty members.
- The training programs on MS Publisher and Adobe Illustrator, Software Installation & Hardware Troubleshooting and Fire safety were arranged for 78 non-teaching staff members. Also 5 staff members attended the industrial skill training on CNC solutions by visiting India Pvt limited, Erode.
- Also he presented the Mess workers training that was arranged for 27 mess workers.
- The training programmes were arranged for the first year students through the

various skill training programmes such as Foundation Skill, Faculty Initiatives, Special Lab Initiatives, Day Skill and Night Skill.

- The IQAC - Research & Development (R & D) cell has organized equipment training in Differential Scanning Calorimeter, Polarizing Optical Microscope, Spectrofluorometer, Spin Coating, etc., for the faculty members in the research park. 24 faculty members have participated in 6 different training schedules.

- A total of 5 industrial training sessions were attended by 09 faculty members and they provided training for other faculty members and students through Special Lab and Gurugulam.

- 15 faculty members have visited 8 different industries and interacted with them regarding the students internship, Workshops, placements, etc.,

- The Head-IQAC has presented evidence and sample proof for all the above said activities.

❖ Three grievance meetings were conducted for the faculty members and three meetings for the students during the assessment period. The number of grievances reported, the no. of grievances that should be addressed and the actions recommended were presented.

❖ The statistics of the feedback received from the students through the students grievances meetings, support desk and QR code systems were presented.

❖ It is informed that the IQAC has initiated various audits through the infrastructure vertical. The observations and the action taken of the audit has been presented by the Head-IQAC.

Responsibility:

Vertical in-charge of SFC, R&D, and Infrastructure vertical.

Agenda No.	IQAC / 04 / 2022-23 / 05
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:

- 334 Students have participated in National level Competitions and one student has participated in the international competition.

- A total of 246 papers were presented in International level and 187 papers were presented in National level events.
- 456 projects were presented at national level Project competitions.
- 33 papers were published by the students in various reputed journals.
- Also he presented the no. of products developed, patent filed, Internships attended and online courses completed by the students during the assessment period.
- The major achievements of the students have been highlighted as the students secured the Best Employees' Choice Award in L&T TECHgium'23, second runner position in BAJA SAEINDIA competition et.,
- 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 Head-IQAC informed that the NBA-SAR was submitted in the NBA web portal on 16, May 2023 by the departments of BT, CSE and ECE.

The external member appreciated the students who took part in the National and International level competitions. Also he 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 / 04 / 2022-23 / 06
Agenda	Forthcoming Activities of IQAC

Proceedings:

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

- ❖ Planned to submit the AQAR to NAAC for the Academic Year 2021-22 in the month of July 2023.
- ❖ NBA mock audit is planned to be conducted for the departments of BT, CSE and ECE.

- ❖ Anna University affiliation committee visit is scheduled on 7th June 2023.
- ❖ Planned to organize the orientation Program for Newly Joined Faculty Members regarding the overview of campus infrastructure, Academic and R&D related Activities, Skill Development, etc.,
- ❖ Also the student induction programme is planned for 1st year students.

Responsibility:

HR, and Office of IQAC

Agenda No.	IQAC / 04 / 2022-23 / 07
Agenda	Discussion on other points with the permission of the chairperson

Proceedings:

The external member has given some suggestions to be incorporated in the next meeting which are as follows:

- ❖ The external member, Dr B Sampathkumar has raised concerns about the poor results in the Periodical Tests. The Head-Academics, Dr K L Senthil Kumar has responded that poor results could be attributed to a few factors like providing extensive study materials for specific topics and in a few analytical courses, the question papers are designed in a way that demands detailed answers, but the marks awarded for these answers are relatively low. Also he added that the remedial classes are being conducted as an attempt to address these challenges and help students who are falling behind.

- ❖ The external member, Dr B Sampathkumar has discussed the parameters of student grievances and the method of action taken. The Head-IQAC explained that the parameters are Academics, Infrastructure, Skill training, Network Connectivity, etc.,

- ❖ The external Member, Dr B Sampathkumar has suggested highlighting the best employees choice award separately rather than presenting with others as it can provide recognition and distinction to the recipients of this award.

- ❖ The suggestion was given by the external member, Dr B Sampathkumar to present the recent changes in the parent university in the next IQAC meeting.

- ❖ Also he recommended presenting the analysis of the number of students who passed out of no.of students appeared in the AY 2019-23.

❖ 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.

Responsibility:

Head-IQAC

The meeting ended with a vote of thanks from the chairperson

Head-IQAC

(Dr T Ramesh Kumar)

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Head - IQAC
Bannari Amman Institute of Technology
Sathyamangalam - 638 401
Erode District, Tamil Nadu - India

IQAC-Chairperson

(Dr C Palanisamy)

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