



BANNARI AMMAN INSTITUTE OF TECHNOLOGY

An Autonomous Institution Affiliated to Anna University - Chennai • Approved by AICTE • Accredited by NAAC with "A+" Grade

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Internal Quality Assurance Cell (IQAC)

Actions Taken Report (AY 2020-21)

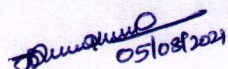
Date: 05.08.2021

The suggestions given by members in the IQAC meetings and action taken on the suggestions were discussed in the subsequent meetings.

The summary of the action taken on the suggestions for the AY 2020-21 are as follows:

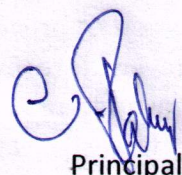
Sl. No.	Points Discussed	Actions Taken
1.	The idea of conducting comprehensive interviews with students to assess their performance on a monthly basis was discussed.	The comprehensive review process was introduced by the skill development team as mandatory for I-year students.
2.	Conduction of online classes and skill training programmes.	The decision was made to continue the online classes going for the upcoming semester and the skill training programmes will also be conducted entirely online.
3.	The IQAC Coordinator informed that the members of Statutory and Non-Statutory committees have been revised and presented the list of committees with details In Front of members.	The revised list of Statutory and Non-Statutory committee details were updated in the institute website.
4.	Discussion of preventive measures taken by the institute by considering findings from overall institutional feedback from students, faculty and staff related to the grievances.	Three more Faculty members were introduced along with the existing Grievance and Redressal committee members to ensure all the grievances report will be solved appropriately.
5.	Changes in the Question paper pattern for the forthcoming end semester examinations.	The updated Question paper pattern was finalized and intimated to all the QP setters for end semester examinations.
6.	Conduction of theory and practical examinations through online.	It was decided to conduct the end semester theory and practical examinations through online only including arrears.

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7.	The IQAC Coordinator explained that the Quality Systems Team has built a software called 'Task management System' to track the daily activities of all the faculty members.	The Task management system was successfully launched on 10 th May 2021.
8.	A rigorous discussion is made on suggestions and recommendations given by NAAC Peer team members for overall development of Institution.	Through the Task management system, all the academic and non-academic activities are documented on a daily basis by the centralized documentation team.
9.	The decision was made to continue the classes and skill training programmes entirely online for the upcoming semester also.	The academic classes and skill training programmes were conducted entirely online in this duration.
10.	Students are accessing the lecture materials and video lectures through 'Wiki Site'.	The 'Wiki Site' is updated with lesson plans, lecture materials and Video lectures for 378 courses on a daily basis.
11.	Quality initiatives for an effective online teaching process.	Increasing number of doubts were registered by students and they were all clarified by faculty members through the BIT- Discourse forum.
12.	Analysis of feedback received.	The feedback received from the first year students regarding the skill training, special lab, reward point system, etc.,
13.	Modifications proposed in FAP, DDP, SIG, and SSIG.	The target to be achieved by the faculty members has been improvised for all based on their cadre.


05/08/2021

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(Dr T Ramesh Kumar)

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