K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637215

KSRCT/IQAC/2018-19/01 **DATE: 20.06.2018**

CIRCULAR **TIME: 10.30 AM**

Sub: Internal Quality Assurance Cell (IQAC) Meeting

An Internal Quality Assurance cell (IQAC) meeting is arranged on 29.06.2018 at Main Building Conference Hall. All the members of IQAC are requested to attend the meeting at 2:30 pm. The points to be discussed in the meeting are as follows:

AGENDA

1. Review of minutes of previous IQAC Meeting
2. Action taken report on the decisions of the previous meeting IQAC Meeting
3. Online courses Swayam/NPTEL
4. NAAC Peer Team Visit
5. Funded projects from Funding agencies
6. End Semester Evaluation

PRINCIPAL

Copy to: IQAC Members

K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE – 637215

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Date   : 29.06.2018,

Time   : 2:30 P.M.,

Venue: Main Building Conference AC Hall

Agenda 1: Review of minutes of previous IQAC Meeting

It was in informed that the previous IQAC meeting was held on 28-03-2018 at 2:30 pm. After going through the minutes of the fourth meeting it was approved by the IQAC members.

Agenda 2: Action taken report on the decisions of the previous meeting IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	**NAAC Accreditation Process** It is decided to submit the Self-Study Report for Cycle II of NAAC Accreditation on time.	Uploading Self-Study Report for Cycle 2 of NAAC Accreditation was successfully completed.
2.	**Participation in the Ranking** It is decided to participate in the raking survey for colleges conducted by the various agencies as good ranking will give wide publicity to the college.	College attained good ranking in the India Today Ranking.
3.	**Academic Council Meeting** It is decided to conduct the Academic Council Meeting in the month of June. In this regard, all the HODs were asked to complete the Board of Studies meeting for all the department before that.	Academic Council meeting was successfully conducted on 30th June 2018 with the following agenda. a. Changes in the Syllabi of III to VIII Semester Regulation 2014. b. Discussion on Curriculum of I to VIII Semester for R2018(UG & PG). c. Preparation of Syllabi for I and II semester courses for UG & PG d. Discussion on • Choice Based credit system • Self-Study courses offered by industry • SWAYAM/NPTEL online courses • One credit courses • Credit for Industrial training

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
		internship • Open book examination for few courses • Swachh Bharat Summer Internship
4.	**Participation of students in the contests** It is decided to motivate and prepare the students to participate in the contests conducted by other institutions and industry.	KSRCT students participated in the Code Vita Session conducted by TCS.
5.	**Funded Projects/Sponsored Programs** The chairman has asked all the departments should get at least one funded projects and one sponsored programs per year.	For the academic year 2017-18, funded projects were applied and out of it projects were sanctioned. Regarding sponsored programs, sponsored programs were applied and out of it programs were sanctioned.

Agenda 3: Online courses Swayam/NPTEL.

It is decided to encourage the students and faculty to enroll and take exams and empower themselves with the updated knowledge.

Agenda 4: NAAC Peer Team Visit

NAAC peer team visit is expected to be in the month of July so all departments have to be ready with documents for NAAC peer team visit.

Agenda 5: Funded projects from Funding agencies.

It is decided to send research proposals to the funding agencies on time. After completing the project, submission of documents like project completion report, utilization certificate, getting quotation, procuring equipments etc should be completed in full swing.

Agenda 6: End Semester Evaluation

The chairman has suggested to complete the end semester evaluation work on time and result should also be published on time.

Chairperson

KSRCT/IQAC/2018-19/02

CIRCULAR

DATE: 11.08.2018

TIME: 11.30 AM

Sub: Internal Quality Assurance Cell (IQAC) Meeting

An Internal Quality Assurance cell (IQAC) meeting is arranged on 27.09.2018 at Main Building Conference Hall. All the members of IQAC are requested to attend the meeting at 2:30.p.m. The points to be discussed in the meeting are as follows:

AGENDA

1. Review of minutes of previous IQAC Meeting
2. Action taken report on the decisions of the previous meeting IQAC Meeting
3. AICTE Approval, Anna University affiliation process
4. NBA Accreditation Process
5. NIRF 2019
6. Enhancing quality is Research and Development activities
7. Submission of Research Proposal to Funding Agencies
8. Any other matter

PRINCIPAL

Copy to: IQAC Members

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Date : 27.09.2018,

Time : 2:30 P.M.,

Venue: Main Building Conference AC Hall

Agenda 1: Review of minutes of previous IQAC Meeting

It was informed that the previous IQAC meeting was held on 29.06.2018 at 2:30 p.m. After going through the minutes of the fourth meeting it was approved by the IQAC members.

Agenda 2: Action taken report on the decisions of the previous meeting IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	Academic Plan for the academic year 2018-19	IQAC team followed up the activities carried out by the academic departments as per the academic plan.
2.	Online courses Swayam/NPTEL	456 Students and 126 faculty was enrolled NPTEL online courses. Principal told that HoDs are motivate to all faculty and students register the NPTEL online courses.
3.	Academic Review Audit	The IQAC coordinator requested to HoDs assign one senior faculty to review for the Academic Audit. The academic audit was conducted during August 2018 and the audit process was completed during September 2018.

Agenda 3: AICTE Approval, Anna University affiliation process

IQAC Coordinator informed the routine process of AICTE and Anna University Affiliation.

Principal instructed the IQAC coordinator to ensure the details are to be submitted in time through the respective web portal.

Agenda 4: NBA Accreditation for 3 departments

Principal explained the steps taken to submit SAR report for NBA accreditation for 3 departments (ECE, IT & TEX).

Agenda 5: NIRF 2019

IQAC coordinator explained the KSRCT's position in NIRF 2018. Committee members discussed the improvements to be made for NIRF 2019.

Agenda 6: Enhancing quality is Research and Development activities

Principal informed the IQAC coordinator and HoDs to organize seminar and workshops for research scholars in recent tools.

Agenda 7: Submission of Research Proposal to Funding Agencies

Principal explained the activities of Research and Development in all departments. He also informed about the steps to be invited to receive research funds for various external agencies.

Agenda 8: Any other matter

For students admitted in 2007, 2008, 2009, and 2010 batches, this is the last chance for appearing in exams; so arrear coaching sessions may be scheduled accordingly and the students may be helped to clear the backlog of arrears

Chairperson

KSRCT/IQAC/2018-19/03   DATE: 20.12.2018

CIRCULAR   **TIME: 11.30 AM**

Sub: Internal Quality Assurance Cell (IQAC) Meeting

An Internal Quality Assurance cell (IQAC) meeting is arranged on 28.12.2018 at Main Building Conference Hall. All the members of IQAC are requested to attend the meeting at 2:30.p.m. The points to be discussed in the meeting are as follows:

AGENDA

1. Review of minutes of previous IQAC Meeting.
2. Action taken report on the decisions of the previous meeting IQAC Meeting.
3. Strategy to improve placement and higher studies.
4. Alumni Contribution to the institution's development.
5. To improve consultancy work through centers of Excellence.
6. Orientation and refresher programmes for faculty members.

PRINCIPAL

Copy to: IQAC Members

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Date : 28.12.2018,

Time : 2:30 P.M.,

Venue: Main Building Conference AC Hall

Agenda 1: Review of minutes of previous IQAC Meeting

- It was informed that the previous IQAC meeting was held on 27.09.2018 at 2:30 p.m. After going through the minutes of the fourth meeting it was approved by the IQAC members.

Agenda 2: Action taken report on the decisions of the previous meeting IQAC Meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	AICTE Approval, Anna University affiliation process	• The details were submitted through web portal of Anna University for affiliation for the academic year 2019-20 during the first week of January 2019. • For AICTE approval the web portal was open during the 3rd week of January and the process has to be completed during the 1st week of February 2019.
2.	NBA Accreditation for 3 departments	• The compliance report for the extension of accreditation by NBA for 3 ECE, IT and Textile were submitted during 3rd week of December 2018.
3.	NIRF 2019	• The details for NIRF – 2019 were submitted during December 2018.
4.	Enhancing quality is Research and Development activities	• In order to enhance quality in R&D activities, all academic departments were asked to conduct various seminars and workshops.

Agenda 3: Strategy to improve placement and higher studies

- Principal explained the importance of placement and higher studies in NIRF. He briefed the steps taken to improve the same through EDC and placement cell.

Agenda 4: Alumni Contribution to the institution's development

- Alumni Coordinator explained the alumni association activities. Principal told that the effective steps have to be initiated to improve the alumni activities through alumni association.

Agenda 5: To improve consultancy work through centers of Excellence

- Principal briefed the actions taken by the Centers of Excellence to improve the consultancy work. The committee suggested that more advertisements are to be published regarding facilities available in Centers of Excellence.

Agenda 6: Orientation and refresher programmes for faculty members

- In order to fulfill the norms of statutory bodies viz., UGC, AICTE etc., more faculty members have to take up the orientation and refresher programmes. For this HoDs are requested to instruct their department faculty members to attend the orientation and refresher programmes to be conducted by the statutory bodies.

Chairperson