| | K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE–637 215<br>An Autonomous Institution, Affiliated to Anna University, Chennai. | IQAC |
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## Meeting of Internal Quality Assurance Cell (IQAC)

## Members List – 2019 -2020

| Sl. No. | Name of the Member | Position |
|---|---|---|
| 1. | Dr.R.Gopalakrishnan<br>Principal<br>K.S.Rangasamy College of Technology | Chairperson |
| 2. | Dr.K.Thyagarajah<br>Chief Executive Officer<br>K.S.R. Educational Institutions | Management Representative |
| 3. | Mr. Lavanam Amballa<br>National Campus Manager<br>Talent Acquisition<br>Wipro Limited, Bangalore | Member - Employer |
| 4. | Mr. V.P.S. Radhakrishnan<br>Managing Director<br>Angel Starch & Food Pvt. Ltd<br>Erode. | Member - Industry |
| 5. | Mr.B.Chandra Sekar<br>Vice President (Operations)<br>Ponni Sugar (Erode) Limited,<br>Erode. | Member – Local Society |
| 6. | Dr. T.Periyasamy<br>Director<br>Triumphant Institute of Management Education Pvt. Ltd.<br>Salem. | Member - Alumni |
| 7. | Dr.R.Geetha<br>Assistant Professor<br>Thiruvalluvar Government Arts College<br>Rasipuram | Member - Parent |
| 8. | Dr.S.Gopalakrishnan<br>Controller of Examinations<br>K.S.Rangasamy College of Technology | Member |
| 9. | Dr. C. Rajasekaran<br>Professor<br>Department of Electronics & Communication Engineering<br>K.S.Rangasamy College of Technology | Member |
| 10. | Mr. T.Natarajan<br>Assistant Professor<br>Department of Mechanical Engineering<br>K.S.Rangasamy College of Technology | Member |
| 11. | Dr. R.Palanivelu<br>Head & Professor<br>Department of Chemistry<br>K.S.Rangasamy College of Technology | Member |
| 12. | Mrs.S.Chandralekha<br>Assistant Professor<br>Department of Mechatronics Engineering<br>K.S.Rangasamy College of Technology | Member |

| Sl. No. | Name of the Member | Position |
|---|---|---|
| 13. | Dr. B.Mythily Gnanamangai<br>Assistant Professor<br>Department of Biotechnology<br>K.S.Rangasamy College of Technology | Member |
| 14. | Ms.S.Monika<br>Assistant Professor<br>Department of Information Technology<br>K.S.Rangasamy College of Technology | Member |
| 15. | Dr.G.Karthikeyan<br>Coordinator / Placement Cell<br>K.S.Rangasamy College of Technology | Member |
| 16. | Dr.A.Palaniappan<br>Coordinator / Training Cell<br>K.S.Rangasamy College of Technology | Member |
| 17. | Dr.A.M.Venkatachalam<br>Director of Library<br>K.S.R.Educational Institutions | Member |
| 18. | Prof.K.Venkatachalam<br>Administrative Officer<br>K.S.R.Educational Institutions | Member |
| 19. | Dr.M.Ramakrishnan<br>Coordinator / EDC<br>K.S.Rangasamy College of Technology | Member |
| 20. | Dr. S.Muthukannan<br>Physical Director<br>K.S.Rangasamy College of Technology | Member |
| 21. | Mr.V.Barath<br>III Year Student<br>Department of Nano Science & Technology<br>K.S.Rangasamy College of Technology | Member- Student |
| 22. | Dr. M.Vijayakumar<br>Professor<br>Department of MBA<br>K.S.Rangasamy College of Technology | Member |
| 23. | Dr. R.Poonkulazhi<br>Professor<br>Department of IT<br>K.S.Rangasamy College of Technology | Member |
| 24. | Dr.R.Rajmohan<br>Professor<br>Department of English<br>K.S.Rangasamy College of Technology | Member |
| 25. | Dr.P.Premkumar<br>Professor & Head<br>Department of Electronics & Instrumentation Engineering<br>K.S.Rangasamy College of Technology | Coordinator |

15/11/19

**PRINCIPAL**

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**KSRCT/IQAC/2019-20/Meeting: 01** **Date: 10.06.2019**

**Time:10.30.AM**

**CIRCULAR**

**Sub: Internal Quality Assurance Cell (IQAC) Meeting – reg.**

A General Body Meeting is arranged by Internal Quality Assurance Cell (IQAC) on 15.06.2019 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 Plan for the academic year 2019-20
3. Curriculum Design and Development
4. Teaching Learning Process – to enhance learning outcome
5. Enhancing Quality in Research and Development
6. Infrastructure and Learning Resources
7. Student Support and Progression
8. Any other matter

**PRINCIPAL**

Copy to: IQAC Members

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

The following points were discussed:

**Agenda 1: Review of minutes of previous IQAC Meeting**

- The Minutes of 4th IQAC Meeting, for the academic Year 2018-19, held on 29.03.2019 is placed before the members for approval. The members approved the Minutes of Meeting, after going through it.

**Agenda 2: Action Plan for the Academic Year 2019-20**

- The following academic plan of major activities are to be carried out/ coordinated by the IQAC during the academic year 2019–20 was presented by the Coordinator, IQAC.

| S. No. | Activity | Period |
|---|---|---|
| 1. | Academic Council Meeting | June 2019 |
| 2. | IQAC Meeting - I | June 2019 |
| 3. | AICTE – CII Survey | July 2019 |
| 4. | Orientation Programme for I Year Students | August 2019 |
| 5. | Governing Council Meeting | August 2019 |
| 6. | Academic Review Audit (ODD Semester) – I | August 2019 |
| 7. | Seminar on "How to Write Research Papers" | August 2019 |
| 8. | IQAC Meeting - II | September 2019 |
| 9. | Workshop on COs and POs Attainment | October 2019 |
| 10. | Academic Review Audit (ODD Semester)– II | October 2019 |
| 11. | NIRF | October 2019 |
| 12. | Submission of AQAR Report | December 2019 |
| 13. | Department Review Meeting – I | December 2019 |
| 14. | Academic Review Audit(EVEN Semester) – I | January 2020 |
| 15. | Workshop on Patent Drafting and Filling | February 2020 |
| 16. | Academic Review Audit (EVEN Semester) – II | March 2020 |
| 17. | Department Review Meeting – II | May 2020 |

- The schedule for various academic activities including statutory committee meetings are listed below. The members incharge of various activities are informed to prepare the relevant documents and submit to IQAC Coordinator.

**Agenda 3: Curriculum Design and Development**

- The number of New Course and Value Added Course was listed out by the Principal. 10% students take open elective course to added extra credit.
- Members suggested that the open elective course can be taught in conventional mode. Hence, few courses such as Cloud Computing, Python Programme and so forth can be introduced with hands-on training mode.
- Members evinced that awareness among students should be created to take skill development courses/workshops offered by various government organizations in Research and Development such as,
    - CSIR – IPR, Workshop
    - INVP Sponsored hands on Training.
    - ISRO Sponsored Training and Workshop
    - Training and Research at IGMPI
    - NAFARI Training Program
- Members suggested that stakeholder's feedback on Curriculum Development may be obtained through online mode and can be incorporated into the curriculum after obtaining approval from Board of Studies with necessary clarifications and amendments.

**Agenda 4: Teaching Learning Process**

- The Principal presented the Academic Schedule for the year 2019-20 and orientation Programme has been planned to be conducted in the month of August.
- Members suggested that the overall pass percentage should fixed at 75% for all classes. They also recommended that individual faculty should plan to achieve 85% and above in their respective courses so as to achieve the set target of Pass Percentage. The principal also informed the members that students failing in one / two subjects brings down overall results and advised the faculty should identify such of those students and take corrective measures.

- It was unanimously decided that the results have to be published within 10 days from the last date of End Semester Examination.
- Members suggested that our Library should facilitate to keep the End Semester Question Paper along with the Answer Key in digital mode for the benefit of students.
- Members suggested that members of faculty are to be motivated to register for the doctoral programme in their respective domains so as to meet the future contingencies in the eligibility norms which may be revised by AICTE.

**Agenda 5: Enhancing Quality in Recent Research and Development**

- The Principal presented the following items,
    - Funded Project : Rs.70,31,665
    - Consultancy : Rs.723830
    - No.of Patent Applied : Nil
    - No.of Patent Granted : Nil

- Members suggested to conduct various programs to improve the above activities through IQAC.
- They also suggested that there search centre's have to organize seminars and workshops on thrust areas once in a month.
- It was suggested by the members that members of faculty are to be motivated to do consultancy work in the near-by industries.
- Members suggested to strengthen the collaborative research with centrally funded Research and Development Lab Institutes so as to enhance the research activity.

**Agenda 6: Infrastructure and Learning Resources**

- The Chairperson has highlighted the 4 Smart Class Rooms for a worth of 15 lakhs and setup new Gallery Hall in Academic Block A for a worth of 75 Lakhs.
- It was further decided that the HoD of concern must review the Lab requirement for each department and consolidated proposal shall be submitted for discussion and approval.

**Agenda 7: Student Support and Progression**

- The Principal presented the following items,
  - No.of Company Visited in our Campus : 127
  - No.of Students Placed : 598
  - Max. Salary : 4.50 lakhs
  - Min. Salary : 1.5 lakhs

- Members suggested that Skill Based Training Programme shall be conducted for Students.
- Gate coaching to be improved for get through in the interview of Public Sector Undertaking Company.

**Agenda 8: Any Other Matter**

- Agenda to be sent to all the members well in time atleast 15 days ahead of the meeting.
- A basic template must be prepared IQAC to collect the data from all the department once in Six months.
- Dr.N.Alagumurthi, Professor, Department of Mechanical Engineering, Pondicherry Engineering College, Pondicherry may be invited to conduct mock auditing for NBA accreditation shall be planned.
- The date of next meeting is fixed as 15.11.2019 Friday. This will be communicated to all the members who are absent, to obtain their consent.

15/6/19

**Chairperson**

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**KSRCT/IQAC/2019-20/Meeting:02** **Date:02.09.2019**

**Time:04.30.PM**

**CIRCULAR**

**Sub: Internal Quality Assurance Cell (IQAC) Meeting – reg.**

A General Body Meeting is arranged by Internal Quality Assurance Cell (IQAC) on 07.09.2019 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. Preparation of AQAR for the academic year 2018-19
3. Academic Audit Review - I
4. Research and Development Activities
5. Training and Placement
6. New Programmes
7. UGC Autonomous Inspection
8. Any other matter

**PRINCIPAL**

Copy to: IQAC Members

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**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

| S. No. | Points Discussed | Action Taken |
|---|---|---|
| 1. | Action taken for the academic yearplan for odd semester 2019-20 | The follow-up process is going on |
| 2. | Placement activities | Around 700 students were placed as on 30.05.2019. Necessary steps are taken to achieve placement for all eligible students |
| 3. | NBA Tier – I Accreditation | External Peer Team visited our campus 16.08.2019 to 18.08.2019 and their Feedback exposes a vibrant positive impact expecting accreditation for the three Departments (ECE, IT& TEXTILE). |
| 4. | Student Induction Programme for the students admitted in the academic year 2019-20 | Two weeks SIP programme and Universal Human values programmes were conducted in various topics with external resource persons |

| S.No | Points Discussed | Action Taken | Target Date | Responsibility |
|---|---|---|---|---|
| 1. | Preparation of AQAR for the academic year 2018-19 | IQAC Coordinator Presented the AQAR report 2018-19 and accepted the suggestions to be incorporated in the upcoming years | Continuous | IQAC Team |
| 2. | Academic Audit Review – I | IQAC Coordinator Presented the Academic Audit report | Continuous | IQAC Team |
| 3. | Research and Development Activities | R & D Team presented AICTE – DST Report. More number of proposals are expected in the forthcoming months | Continuous | R & D Team |
| 4. | Training and Placement | Dr.G. Karthikeyan, Placement Coordinator presented a quarterly report.<br>Members suggested to call nearby companies. | Continuous | Training and Placement Team |

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| 5. | New Programmes | Principal listed out the new programmes to be offered as suggested by the BOG members for the academic year 2020-21. The new programmes are 1. Artificial Intelligence and Data Science 2. Computer Science and Business Systems | 2020-21 | Principal& IQAC Team |
| 6. | UGC Autonomous Inspection | Autonomous Coordinator proposed the UGC Expert Team visit will be in the month of October. Members suggested to conduct mock audit. | October | Autonomous Team |
| 7. | Any other matter | Principal suggested that the members of faculty can be encouraged to attend more number of seminars and to present and publish papers in various Conferences and Journals | Continuous | All Faculty |

**Chairperson**

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**KSRCT/IQAC/2019-20/Meeting:03** **Date:13.12.2019**

**Time: 02.30.PM**

## CIRCULAR

**Sub: Internal Quality Assurance Cell (IQAC) Meeting – reg.**

A General Body Meeting is arranged by Internal Quality Assurance Cell (IQAC) on 20.12.2019 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. Action taken for previous meeting minutes
2. Academic Audit Review – II
3. Research and Development Activities
4. MoUs with Industry and Institution
5. Training and Placement
6. Faculty Enhancement Programme
7. Japanese Language
8. One Student – One Mentor
9. Incubation & Startup
10. Any other matter

**PRINCIPAL**

Copy to: IQAC Members

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**Internal Quality Assurance Cell (IQAC)**

**Minutes of the Meeting**

| S.No | Points Discussed | Action Taken | Target Date | Responsibility |
|---|---|---|---|---|
| 1. | Action taken for previous meeting. | Coordinator of IQAC explained the action taken report based on previous IQAC meeting | - | IQAC Team |
| 2. | Academic Audit Review – II | Academic Audit was conducted for all the programmes and IQAC Coordinator Presented the Academic Audit Report. | Continuous | IQAC Team |
| 3. | Research and Development Activities | R & D Team presented the Report & Proposals onAICTE funding, SERB, Matrix, etc. | Continuous | R & D Team |
| 4. | MoUs Inked between Industry and Institution | Principal suggested to sign more number of MoU so as to improve training and to improve student –industry relationship.<br>Members advised to maintain MoUs in an active manner. | Continuous | Training and Placement Team |
| 5. | Training and Placement | Dr.G. Karthikeyan, Placement Coordinator presented a quarterly report. | Continuous | Training and Placement Team |
| 6. | Faculty Enhancement Progamme | Members suggested to conduct more no of Faculty development programmes& Work Shops so as to improve the quality of Teaching Learning process. | Continuous | All Faculty |
| 7. | Japanese Language | Principal suggested to start Japanese Language coursefor students. | 31.12.2019 | Training Coordinator |
| 8. | One Student – One Mentor | Principal explained about One Stutdent One Mentor Relationship.<br>Members highly appreciated. | Continuous | Mentor-Coordinator |
| 9. | Incubation & Startup | Members suggested to create | Continuous | IIC Coordinator |

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| | | a culture for innovation and startups inorder to facilitate the Faculty & Students. | | |
| 10. | Any other matter | Members suggested that<br>• The members of faculty can be encouraged to attend more number of skill development programmes, to submit project proposals and to file the patents.<br>• Awareness programmes can be conducted related to Civil Services Exams, competitive exams & GATE Exams | Continuous | All Faculty |

**Chairperson**

| | K.S.RANGASAMY COLLEGE OF TECHNOLOGY,<br>TIRUCHENGODE–637 215<br>An Autonomous Institution, Affiliated to Anna University, Chennai. | IQAC |
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**KSRCT/IQAC/2019-20/Meeting: 04** **Date: 06.03.2020**

**Time: 02.30.PM**

## CIRCULAR

**Sub: Internal Quality Assurance Cell (IQAC) Meeting – reg.**

A General Body Meeting is arranged by Internal Quality Assurance Cell (IQAC) on 13.03.2020 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. Action taken for previous meeting.
2. Academic Audit Review – II
3. Research and Development Activities
4. Training and Placement
5. Student Support Programme
6. Training Programme
7. Impact of Covid – 19
8. Any Other Matter

PRINCIPAL

Copy to: IQAC Members

## Internal Quality Assurance Cell (IQAC)

### Minutes of the Meeting

| S.No | Points Discussed | Action Taken | Target Date | Responsibility |
|---|---|---|---|---|
| 1. | Action taken for previous meeting. | Coordinator of IQAC explained the action taken report based on previous IQAC meeting | - | IQAC Team |
| 2. | Academic Audit Review – II | Academic Audit was conducted for all the programmes and IQAC Coordinator Presented the Academic Audit Report. | Continuous | IQAC Team |
| 3. | Research and Development Activities | Research Coordinator mentioned that the Research Centre approval closes by the end of the academic year.<br>Members suggested to apply for Renewal process and to prepare the documents. | 31.12.2020 | R & D Team & HoDs |
| 4. | Training and Placement | Dr.G. Karthikeyan, Placement Coordinator presented a quarterly report. Members insisted that, Training and Placement team have to Make the students Industry ready by strengthening their programming skills. | Continuous | Training and Placement Team |
| 5. | Student Support Programme | Members suggested to plan Experts Talk every week for motivating the students to get rid of Covid crisis. | Continuous | IQAC Team & HoDs |
| 6. | Training Programme | Members suggested to motivate the students to participate in Ideathon, Learnathon, Codethon Hackathon., etc to enhance | Continuous | HoDs |

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| | | their skills | | |
| 7. | Impact of Covid - 19 | If Lock Down was implemented online platforms can be used effectively to make the teaching learning process a continuous one.<br><br>Preventive Measures and Safety Precautions to overcome the problem of COVID-19 has to be discussed.<br><br>Online Workshops, Special Lectures, Demo Classes, Seminars, Conferences and other activities can be planned meticulously due to COVID-19. | Continuous | All Faculty |
| 8. | Any Other Matter | Members suggested to Arrange Online Guest Lectures and Experts from industry to bridge the Gap between Academia and Industry<br><br>Anna University inspection team for affiliation might visit our college this month. | March 2020 | IQAC Team |

**Chairperson**