KIOT/IQAC/2020-21/Meeting - 02   Date: 12.08.2021

Circular for IQAC Meeting (Online mode: Zoom)

Internal Quality Assurance Cell (IQAC) meeting of Knowledge Institute of Technology is scheduled to be held on 23.08.2021 at 10.30 am in online mode. All the members of IQAC are requested to attend online IQAC meeting on Zoom. The Zoom meeting link will be shared later.

Agenda

Item No.	Items to be discussed
1.	Approval of Minutes of the previous IQAC Meeting
2.	Action taken on the Minutes of previous IQAC meeting
3.	Review of Mandatory compliance with respect to statutory bodies
4.	Review of Meeting of Statutory and non-Statutory committees
5.	Review of Academic and Administrative Audit
6.	Review of the Certificate Courses and Value-Added Courses conducted
7.	Review of (a) Training activities conducted for the students (b) Japanese language training
8.	Review of Students Placement
9.	Review of the activities conducted through Entrepreneur Development Cell(EDC)
10.	Review of FDP, SDP and Leadership Development Programmes conducted
11.	Review of Research work, Publications Funded projects and Consultancy works
12.	Review of Industrial visit, In-plant Training and Internship organised to the students
13.	Review of the activities of the COEs, MOUs, Technical clubs and Student Chapters
14.	Review of Outreach and Extension activities
15.	Feedback and Corrective Actions
16.	Submission of AQAR for the AY 2019-20
17.	NAAC Reassessment – Appeal and Revisit
18.	IQAC Initiatives
19.	Various Policies of the Institution – Revision as per NAAC guidelines
20.	Any other matters

Coordinator - IQAC

To: All the members of IQAC

Copy to:

(i) The Secretary KIOT Trust (ii) KIOT office (iii) IQAC

Chairperson - IQAC
Principal,
Knowledge Institute of Technology,
Kakapalayam (PO), Salem-637 504

Knowledge Institute of Technology, Salem

Internal Quality Assurance Cell (IQAC) Meeting

Meeting No. 02 / 2020-21   **Date: 23.08.2021**   **Time : 10.30 am to 12.30 pm**

Attendance of Online IQAC Meeting (Zoom)

The following members attended the online Meeting.

S. No.	Name of the member	Designation	Position
1.	Dr.PSS.Srinivasan	Principal, KIOT	Chairperson
2.	Mr.V.Suresh Kumar	Secretary, KIOT	Management Representative
3.	Dr.M.Thangavel	Director (C- CDT), KIOT	IQAC Coordinator
4.	Dr.K.Visagavel	VP & HOD / Mech. KIOT	Teaching Faculty
5.	Dr.A.Stephen	Director (MBA), KIOT	Teaching Faculty
6.	Dr.N.Santhiyakumari	HOD / ECE, KIOT	Teaching Faculty
7.	Dr.V.Kumar	HOD / CSE, KIOT	Teaching Faculty
8.	Dr.C.Muniraj	HOD / EEE, KIOT	Teaching Faculty
9.	Mr.A.Rangaraj	HOD / Civil, KIOT	Teaching Faculty
10.	Dr.P.Rajendran	Director / Placement & III, KIOT	Teaching Faculty
11.	Dr.P.Sachidhanandam	HOD / IT & CSBS, KIOT	Teaching Faculty
12.	Prof.V.Saravanan	ASP / ECE, KIOT	Teaching Faculty
13.	Prof.M.Sathyanathan	ASP / Mech., KIOT	Teaching Faculty
14.	Dr.G.Sivanatarajan	ASP / Civil., KIOT	Teaching Faculty (IQAC Co-coordinator)
15.	Prof..S.Dheepak	AP / Mech., KIOT	Teaching Faculty (IQAC Co-coordinator)
16.	Dr.S.T.Ramesh	Professor / Civil NIT, Trichy	Academic Expert (External)
17.	Mr.D.Sakthivel	Administrative Director / KIOT	Member (Administration)

S. No.	Name of the member	Designation	Position
18.	Mr.M.Gunasekaran	Librarian / KIOT	Member (Administration)
19.	Mr.G.Shanmugaraju	Managing Director, Lakshmi stampings, Salem	Member from Local Society
20.	Ms.S.M Elakkiah	IV Year B.E (CSE), KIOT	Student Member
21.	Mr.Karthik Raja Karnan	CEO & Founder MADique Technologies, Salem	Alumni Member
22.	Mr.Thiagu Dharmalingam	HR - Recruiter CTS, Coimbatore	Employer
23.	Mr.R.Venkateshalu,	CEO, Real Time Gloven India, Salem	Industrialist
24.	Mr.T.W.Zakir Ahamed.	Proprietor, Supreme Food Works, Salem	Parent Member

Coordinator - IQAC

Chairperson - IQAC

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Internal Quality Assurance Cell

Minutes of IQAC Meeting conducted on 23.08.2021 (Online Mode: Zoom)

Item No.	Discussions and Recommendations/Resolutions	Target	Responsibility
1.	**Approval of Minutes of the previous IQAC Meeting** • The minutes of IQAC Meeting dated 17.12.2020 has been approved.	-	IQAC Coordinator
2.	**Action taken Report on the Minutes of Previous IQAC meeting** • Action taken Report on Minutes of IQAC meeting dated 17.12.2020 has been approved by the members.	-	IQAC Coordinator
3.	**Review of Mandatory compliance with respect to statutory bodies** • Application has been submitted to AICTE and Extension of Approval was granted for the AY 2021-22. • Application was submitted to Anna University and continuation of Affiliation was granted for AY 2021-22. • Application has been submitted for NIRF Ranking The members approved the application submitted to AICTE and Anna University for Extension and continuation of Approvals for the AY 2021-22. The members also approved the application submitted to NIRF Ranking.	-	-
4.	**Review of Meeting of Statutory and non-Statutory committees** • IQAC coordinator informed that meetings of various Statutory and non-Statutory committees were conducted in online mode / offline mode as per the norms and actions were taken. The members approved the various statutory and non – statutory committee meetings conducted.	Continuous	Convenors of Various Committees
5.	**Review of Academic and Administrative Audit** • Academic and Administrative Audit for AY 2020-21 is being conducted only now due to Covid – 19 Lockdown. It will be completed before 30th September 2021.	30th September 2021	IQAC Co-ordinator

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6.	**Review of the Certificate Courses and Value Added Courses** The details of Certificate Courses and Value-Added Courses conducted in the AY 2020-2021 were reviewed. • 16 Certificate courses were planned. Due to Covid-19 Lockdown, only 10 courses have been conducted. • 20 Value added courses were planned and conducted in AY 2020-21. The members approved the Certificate Courses and Value-added courses Conducted. The members suggested that Certificate Courses are to be conducted on emerging areas.	Continuous	IQAC Coordinator & HODs

7.	**Review of Training activities conducted for the students and Japanese language training**
	
	a) Director- CDT presented the various training activities conducted to the students. The following are the major training activities conducted in the academic year 2020-21.
	  (i) English Communication training
	  (ii) Aptitude training
	  (iii) Motivational training
	  (iv) Personality development training
	  (v) Mock Interview
	  (vi) AMCAT Assessment.
	Totally, 36 training programs were conducted for the benefit of the students in this academic year.
	
	b) The detail of Japanese Language Training was also briefed. 75 Students attended N5 training and 30 students got N5 certification. 25 students attended N4 training and 14 students got N4 certification in AY 2020-21. Registration of students for various Japanese Training may be increased.
	
	The members approved the various training programs conducted for the students. The students are to be assessed on programming skills and customized training has to be conducted on various programming languages.
		Continuous	Director - CDT

8.	**Review of the Students Placement**
	• Director-Placement presented the details of student Placement in AY 2020-21.
	  a. No. Companies visited for recruitment – 84
	  b. No. of students placed - 489
	  c. Percentage of Placement – 74%
	
	The members approved the students' placement in AY 2020-21. The average salary has to be improved in both IT and Core placements.
		Continuous	Director CDT & Director-P & III

9.	**Review of activities conducted through Entrepreneur Development Cell (EDC)** 09 programs were conducted on Entrepreneur development and 1058 participants attended the programs and benefited. The members approved the activities conducted through Entrepreneur Development Cell (EDC). The member suggested that Incubation facilities are to be enhanced to facilitate the students aspiring to be Entrepreneurs.	Continuous	EDC Coordinator
10.	**Review of FDP, SDP and Leadership development programmes** a) FDP, SDP and Leadership development programmes conducted in KIOT have been reviewed. • No. of Faculty Development Programmes : 21 • No. of Faculty Participated : 135 • No. of Leadership Development Programmes : 03 • No. of Participants : 150 b) FDPs/Workshop/Conference attended by KIOT faculty have also been reviewed • No. of faculty attended at least one program: 124 The members approved the FDP, SDP and Leadership development programs conducted.	-	-
11.	**Review of the Research works and Publications for the AY 2020-21** • The research paper publications by the faculty members have been discussed. The faculty are to be encouraged to publish more papers in indexed journals. **Review of the of Funded projects and Consultancy works** • The details of the research grants received in the AY 2020-2021 were presented and reviewed in the meeting. • Rs.16.15 lakhs were sanctioned for establishing new lab under AICTE MODROBS scheme by the Department of Electrical and Electronics Engineering. No. of Proposals submitted: 74 No. of Funding proposals sanctioned: 06 Total Amount Sanctioned : Rs. 23.57 lakhs The members approved the Research activities, Publications and Grants received in the AY 2020-21. More grants can be obtained from funding agencies by submitting proposals in emerging areas.	Continuous	HODs

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12.	**Review of Industrial visit, In-plant Training and Internship to the students** • The details of Industrial visit, in-plant Training and Internship organised in the AY 2020-2021 have been reviewed. 476 students attended Internship/Industry projects. The members approved the Industrial visit, In-plant Training and Internship given to the students. Industry tie-up can be enhanced for more Industry Institute Interactions.	Continuous	HODs
13.	**Review of the activities of the COEs, Technical clubs, MOUs and Student Chapters** • 49 activities were conducted by different COEs in the academic year. • 93 activities were conducted through Technical Clubs and Student Chapters in the AY 2020-21. • 02 MOUs have been signed newly and 03 MOUs have been renewed in AY 2020-21. The members approved the activities of the COEs, Technical clubs, MOUs and Student Chapters	Continuous	HODs
14.	**Review of Outreach and extension activities** • The various Outreach and extension activities organised in the AY 2020-2021 have been briefed. 11 outreach and extension programs have been conducted for the benefit KIOT students. • The members approved the various Outreach and extension activities organised. More students may be involved in extension activities.	-	NSS, JCI & YRC Coordinators
15.	**Feedback and Corrective Actions** • Online parent and Student meetings were conducted and no grievances were expressed.	Continuous	HODs
16.	**Submission of AQAR for the AY 2019-20** • The corrected AQAR was approved by the Governing Council meeting held on 24.12.2020 and AQAR will be submitted before 31.08.2021.	31st August 2021	IQAC coordinator

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17.	**NAAC Reassessment – Appeal and Revisit** • Application was submitted to NAAC for Reassessment in January 2020 to improve the Grade to 'A' to be eligible to get Autonomous status. The Peer Team visited in February 2021 and awarded the Grade 'B++' with an overall score of 2.96. • Appeal was made to NAAC in April 2021 to improve the grade from 'B++' to 'A' grade. • NAAC has accepted the Appeal and scheduled Revisit for assessment by new Peer Team on 08.09.2021 and 09.09.2021.	-	IQAC - Chairperson and Coordinator
18.	**Major IQAC Initiatives taken in AY 2020-21** • Internet bandwidth increased to 500 Mbps. • Applied New Course B.Tech. AI & DS has been introduced for the next AY 2021-22. • Internet Backbone infrastructure Network has been upgraded at the cost of Rs. 23.00 Lakhs. The Council has approved the increase in Internet bandwidth, Upgradation of Internet Backbone infrastructure network and introduction of new course B.Tech. (AI & DS)	Continuous	IQAC - Chairperson and Coordinator
19.	**Various Policies of the Institution – Revision as per NAAC guidelines** • Various policies of the institution such as IT upgradation policy, Repair and Maintenance policy, etc., have been revised. The members have approved the revised polices.	Continuous	IQAC Chairperson and Coordinator

Coordinator - IQAC

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Chairperson - IQAC

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