

**ACADEMIC YEAR 2020-21 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

**ACTION PLAN**

| <b>Activity</b>   | <b>Objective</b>  |
|---|---|
| <b>NAAC reaccreditation preparatory works</b><br>Taskforce – Action Plan based works<br><br><b>Internal NAAC file Audits - Monthly</b><br>29.9.20, 30.10.20, 27.11.20   | To ensure academic processes meet standards set by accreditation bodies &   |
| <b>Conduct of Internal FDP</b><br>1. NAAC accreditation parameters<br><br>2. Outcome Based Education – AICTE – Examination reforms  | Strengthening academic activities towards attainment quality parameters and equip staff members<br><br>Raising the standards of Assessment and Evaluation |
| <b>Department report (2019-20)</b><br>1. Target VS Execution report<br>2. Activity report (upto May'20)<br>3. Comparative activities and achievement report - 3 Yrs<br>4. Target setting (2020-21 ODD Semester)<br>5. Programme reports (soft copy) | To understand Progression made, aspire better and accomplish the set target.  |
| <b>AQAR submission</b><br>Scheduling of Programmes & Organizing<br>1. <b>Spoken Tutorial workshop (Students, Staff)</b><br>2. <b>Virtual Lab session</b>  | To meet the Accreditation norms<br><br>Promotion of Technical skills & ICT enabled session (Deadline last week of Oct'20)                                 |
| <b>Tracking of</b><br>1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation<br>2. <b>SWAYAM &amp; NPTEL</b> course registrations (staff & students)   |   |
| <b>Learning Outcome attainment analysis</b> report & department level presentation and GA attainment batchwise  | Student progression tracking  |
| <b>Stakeholder interaction</b><br>1. 2020 passed out SSS<br>2. Branchwise Quality circle meet<br>3. Alumni programmes   | Stakeholder participation and feedback in all academic activities ensuring objective attainment   |

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener' / incharges action plan and execution
- Staff Review Meet

*K. Allee* 26/8/20  
**IQAC COORDINATOR**

*J. Ananthan*  
 26/8/20 20  
**PRINCIPAL**



| <b>MECH</b>   |   |
|---|---|
| Material response to Mechanical, Thermal<br>Technology CAD<br>Mine ventilation<br>Mechanisms an Robotics lab<br>Plant metabolic pathway<br>Mechanical system and SP lab<br>Fault detection lab<br>Machanics of machine lab<br>Vibration and acoustics lab | IIT, Kanpur<br>IIT, Karagphur<br><br><br><br><br><br><br>NIT, Karnataka |

**Note : Labs mapped to regular curriculum and also other unmapped relevant labs shall be identified and planned.**

*K. C. D. D. D.* 26/8/20  
**IQAC COORDINATOR**

*J. M. M. M. M.*  
 26/8/2020



**ACADEMIC YEAR 2020-21 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

26.08.20

**Minutes of Meeting**

IQAC meeting for the month was held on 25.08.20. Agenda for the meeting was about the semester action plan and NAAC accreditation preparatory works. Meeting was held using Google meet platform between 6.00pm – 7.00pm. All department members were present for the meeting. Principal insisted for the consistent commitment towards all set targets.

IQAC Coordinator briefed about the following

- **Launch of Taskforce** (3 members) per branch including IQAC member of the department to coordinate NAAC accreditation initiatives.
- **Internal Webinar series** to guide accreditation initiatives. File audit will be scheduled periodically.
- **Department reports and analysis**
  - Target VS attainment
  - Activity report (19-20 even semester) submissions– upto July'20
  - Target setting for 20-21 (ODD)
- **Spoken Tutorial workshops & Virtual Lab sessions** (Departmentwise plan enclosed)
- LO attainment analysis and department level analysis. GA attainment should also be completed
- **Stakeholder interactions**
  - Exit survey
  - Online courses effectiveness
  - Quality circle meet
- Google classroom based assignment submission, test papers, PCE activity submission to be made.

*K. Adhikari 26/8/20*  
**IQAC COORDINATOR**

Encl:

1. Spoken tutorial plan
2. Virtual Lab sessions



**ACADEMIC YEAR – 2020-21 (ODD sem)**  
**IQAC**

**SPOKEN TUTORIAL WORKSHOP PLAN**

| Department | Year          |                 |              |
|------------|---------------|-----------------|--------------|
|            | II Yr.        | III Yr.         | IV Yr.       |
| CIVIL      | QCAD          | Inkscape        | Latex        |
| CSE        | Linux, Ubuntu | Java & Netbeans | Drupal       |
| ECE        | Scilab        | Inkscape        | Latex & XFig |
| EEE        |               |                 |              |
| MECH       | Scilab        | Openfoam        | Latex & XFig |

**Course Description**

| Course          | Application  |
|-----------------|--|
| QCAD            | <b>QCAD</b> is a free, open source application for computer aided drafting (CAD) in two dimensions (2D).<br>Learn to create technical drawings such as plans for buildings, interiors, mechanical parts or schematics and diagrams using <b>QCAD</b> .<br>Useful for UG/PG architecture students   |
| Inkscape        | Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of <b>CorelDraw</b> and <b>Illustrator</b> .   |
| Latex & XFig    | <b>LaTeX</b> is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/ publishing documents from science/ arts/ commerce fields.<br><b>Xfig</b> is a free and open source vector graphics editor. In <b>Xfig</b> , figures may be drawn using objects such as circles, boxes, lines, spline curves, text, etc. ... and used in <b>LaTeX</b> and other documents. |
| Linux, Ubuntu   | Free operating system, almost neutral to virus attacks and no hassles for licensing issues.  |
| Java & Netbeans | Java -Free and open source, high level, simple as well as object-oriented programming language<br><b>NetBeans IDE</b> is an open-source integrated development environment. NetBeans IDE supports development of all Java application types (Java SE including JavaFX, (Java ME, web, EJB and mobile applications)   |
| Drupal          | Drupal is a free and open source content management system (CMS) written in PHP and distributed under the GNU General Public License. Useful for website-building and web applications.  |
| Scilab          | Mathematical and scientific calculation software, open source substitute for MATLAB, very useful for all science and engineering students, in academics particularly.  |
| Openfoam        | Open source/ free CFD (Computational Fluid Dynamics) software available for solving and analyzing problems and to create a real world fluid flow movie. Open source equivalent to FLUENT.  |

*K. Allee* 26/8/20  
IQAC COORDINATOR



**ACADEMIC YEAR – 2020-21**  
**Staff Council Meeting-I**

**Minutes of the Meeting**

04.07.2020

Principal convened **Staff Council meeting I** for the academic year on **03.07.2020** between **12.45 pm and 2.00 pm** at Principal cabin with the following agenda:

- Preparation of academic activities for the odd semester, Academic year 2020-21.
- Department level Target vs organized (19-20 even semester)
- Student certification courses
- Skill courses (including SWAYAM, NPTEL)
- International webinar
- Kings Times 19-20
- IQAC
  - o Preparations for reaccreditation
  - o File works completion
  - o Stakeholder meeting
  - o Internal FDP
  - o Comparison data (3 years)
- TC – Conduct certificate (2020 passed out batch)
- Other related matters

• **Department level Target vs organized (19-20 even semester)**

Departments should submit analysis report of previous semester. Report should also include attainment status of individual staff target assigned during Staff appraisal meeting. Last date for submission of report is 20.7.2020

• **Skill courses (including SWAYAM, NPTEL)**

Staff and students shall undergo suitable SWAYAM / NPTEL courses. Details of MCC courses completed during 19-20 even semester to be submitted by departments. Participation of such courses during this period is to be encouraged. Last date for submission of report is 10.7.2020

• **International webinar**

International webinar on “Innovative Teaching Methodologies” is scheduled on 10.07.2020 between 3.00 and 4.30pm. Resource Person : Dr.Jai Raghunathan, Coordinator of Programs, School of Ocean Technology, Marine Institute, Memorial University of Newfoundland, Canada

• **IQAC**

o **Preparations for reaccreditation & file works**

Works to be initiated by the departments and ensure completion of file works. AQAR data pertaining to departments is to be submitted. Schedule will be circulated shortly.

o **Stakeholder meeting**

Stakeholder interaction reports is to be consolidated and reviewed.

o **Internal FDP**

IQAC will coordinate internal FDP covering AICTE examination reforms, Accreditation initiatives, UHV, etc.

o **Comparison data (3 years)**

Consolidation of 3 years activity and analysis to be prepared and reviewed for further planning. Exit survey for final year students will be made through online mode.

**Members present**

VP

HODs - Civil, CSE, ECE, EEE, MECH, S&H

Academic Coordinator I year - Maths

Coordinators - IQAC, ISO

*J. Prasad*  
04/7/2020

**PRINCIPAL**



**KINGS**  
COLLEGE OF ENGINEERING  
(NAAC Accredited Institution)  
(Approved by AICTE, New Delhi, Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(03.7.2020)

| S.No | Staff Name                 | Designation                   | Signature                       |
|------|----------------------------|-------------------------------|---------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal &<br>HOD/ECE        | J. Arputha<br>3/7/2020          |
| 02   | Dr.S.Sivakumar             | VP                            | S.Sivakumar<br>3/7/2020         |
| 03   | Dr.T.Shanthi               | Project Officer               | - OD -                          |
| 04   | Ms.R.Revathi               | HOD/Civil<br>(in-charge)      | R.Revathi<br>3/7/2020           |
| 05   | Dr.S.M.Uma                 | HOD/CSE                       | S.M.Uma<br>3/7/2020             |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE<br>(in-charge)        | M.Mangaiyarkarasi.N<br>3/7/2020 |
| 07   | Dr.Albert Martin Ruban .A  | HOD/EEE                       | A.Martin Ruban<br>3/7/2020      |
| 08   | Dr.T.Pushparaj             | HOD/MECH                      | T.Pushparaj<br>3/7/2020         |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                       | V.Sureshkumar<br>3/7/2020       |
| 10   | Ms.T.Gnanajeya             | Academic<br>Coordinator/I yr. | T.Gnanajeya<br>3/7/2020         |
| 11   | Dr.R.Senguttuvan           | HoD/Eng                       | -                               |
| 12   | Mr.R.Sundara Moorthi       | Academic<br>Coordinator/EEE   | - OD -                          |
| 13   | Ms.K.Abhirami              | IQAC/Coordinator              | K.Abhirami<br>3/7/2020          |
| 14.  | R. PONNI                   | AP/ECE                        | R. Ponni                        |
|      |                            |                               |                                 |



ACADEMIC YEAR 2020-21 (ODD SEMESTER)



INTERNAL QUALITY ASSURANCE CELL

08.09.2020

**STRENGTHENING TEACHING-LEARNING-ENRICHMENT INITIATIVES**

In our efforts towards raising our standards and strengthening Teaching Learning processes and augmenting enrichment initiatives, the following practices are recommended to be followed from this academic year onwards. Identified points are put forth for discussion among SCM meeting to be held on 10.09.20

- **My credit course** as practiced in the last academic year as SWAYAM / NPTEL course will be continued for the subsequent batches also. Certification / Screenshot of Course progress depicting quiz and assignment submission status to be recorded.
- **T&P hours** allotted in regular Time-table will ensure coverage of planned topics and thereby offering systematic aptitude and soft skill training. Alternations of T&P hours will not be entertained.
- **Suitable Add on / certificate courses** will be planned for I year and II year students also. (I year - Human values course) and (II year any MOOC ). Course duration :minimum of 30 hours. Regular course in curriculum shall not be planned for this initiative.
- **Suitable experiential training / field work / industrial visit / internships/ project work** shall be **planned for all courses. Simulation based sessions / ICT usage** are to be practiced. **ICT usage related proofs (Videos/ CBTS/PPTS/NPTEL videos/ e-material/ other related content) are to be maintained as softcopy at department library**
- **Faculty members** are encouraged to record their sessions and post it at our **KCE youtube channel.**
- **Curriculum based feedback from Alumni & Employer** shall be collected, analyzed and suitable ATR should be submitted.
- **Basic computing skills** for all classes should be planned. Coverage MS-word, MS-excel, Ms-Powerpoint and Browsing skills.
- **Programmes on Life skills (yoga, physical fitness, health and hygiene,)** -Gym at hostel
- **Promotion of Extra-curricular activities** (sports, cultural)

- **Faculty, Non-Teaching, Administrative staff enrichment initiatives**
- **ISTE seminar titles - generic titles**
- **Appraisal for Non-Teaching**
- **Staff participation in refresher / orientation programmes**
- **Staff recommendation for institute level**
- **UHU activities - present batch online mode**
- **Staff publications - Institute name, University name**
- **Extension activities - Societal issues, holistic development (student count)**
- **Report for all programmes- inclusion at website (geo-tagged photos)**
- **MoU - functional (1/year)**
- 

K. K. K. K.  
8/9/20

J. J. J. J.  
08/9/20 20



## ACADEMIC YEAR 2020-21 (ODD SEMESTER)

19.9.20

### Online Classes & Assessments – Modalities Review Meet – MoM

Meeting was held on 18.9.20 to discuss about the guidelines given by AU, Notification dated 15.9.20 regarding conduct of Online classes and Assessments. Based on the guidelines issued and discussions made during the meeting, the following decisions are made

#### Conduct of Online Classes

- Faculties to ensure Google classroom based **posting of learning materials**, ebooks, ppts, lecture videos, assignments, quizzes, exercises etc. Student submissions and evaluation testimonials are recorded at google drive by utilizing Google classroom, thereby any reference can be made at later stages.
- **Usage of recorded Lecture videos**
  - Lecture video based learning is recommended by AU for **25% of course** content as **external learning mode**.
  - Hence, Faculty members to **prepare Lecture videos for important topics** and share the videos to students.
  - To support easy access to video file and download option by students, each video to be planned for a duration of 20min. freecam, OBS, Ezvid, Camstudio, webinaria for PC based/ Laptop based and suitable tools for mobile based online classes shall be adopted by faculty members.
  - Total of **11 hours course coverage for 45 hours courses** and **15 hours coverage for 60 hours courses** are recommended for lecture video based learning.
  - **Interactive activities** to be included during Online sessions. Faculty to include simple quizzes, exercises, worksheets, case studies etc. during online sessions. Any other suitable activities can be included.
- **Assignments and PCE activity** content to be submitted by students through respective subject Google classroom.
- **Problem based courses** daily home work exercises are to be given and submitted at Google classroom by students.
- **Google forms based tracking of online classes status** to be made. 1 form per branch to record daily Online Classes status to be designed. Collaborators of the form are respective branch class coordinators, HoD, Vice-Principal and Principal. All course faculty handling classes for the branch will be shared with the form link. Using the form, faculty members handling classes for the day will submit the class details.

### **Online Virtual Lab sessions**

- Vlab sessions are to be handled to cover laboratory course.
- Classes shall be handled Saturdays/ after covering theory courses.

### **Assessments Modality**

- Revised modality for Assessments as per AU directions
  - CAT1 - Quiz : 50 marks & Assignment : 50 marks.
  - CAT2 - Quiz : 25 marks, Descriptive question : 25 marks, PCE activity : 50 marks.
- Exam.net / Google forms / edmodo / any other suitable tools can be utilized.

### **Remedial Measures**

- Recorded video lectures and learning materials to support students who missed the classes / to recap
- Additional assignments shall be given to students who are unable to attend online classes due to technical issues.
- CAT1 failures (less than 30 in Quiz )/ absentees are permitted to take up retest. Retest shall be conducted by respective course incharges. Same question set shall be utilized. Marks secured will be credited for 40 out of 50.

### **Feedback Mechanism**

- In addition to regular Class Committee Meetings, Counseling meet additional interactions / feedback through google forms based to be made. As per student opinion / grievances/ suggestions followup action shall be made.

Students are to be guided and motivated for effective utilization of Online classes. Teaching-learning-evaluation process to be made utilizing appropriate tools and methodologies.

Faculty members can utilize computer centre facility to record lecture vides if needed. System Admin will be available to support. 1 Lecture hall with needed recording facilities will be available to support blackboard based teaching for problem based courses. Faculty members can utilize these facilities as needed.

J. M. M. M.  
19/9/2020

**PRINCIPAL**



**ACADEMIC YEAR 2020-21 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

25.09.20

**Minutes of Meeting**

IQAC meeting for the month was held on 24.09.20 between 12.30-1.15pm through Google meet platform. All department IQAC members attended the meeting. IQAC coordinator motivated members to track quality aspects in all activities department level. Necessary guidelines in file works all to be made.

Following points was highlighted by IQAC Coordinator.

- Faculty participation in FDPs – 1 week / 2 weeks programmes shall be encouraged. NITTR, ATAL courses shall be opted.
- Staff and student participation in SWAYAM / NPTEL sessions to be made in all departments. Student course progression screenshots shall be tracked in case of students unable to appear for final exams.
- AICTE –Quality mandate report & department level contributions was briefed. Further, departments to identify gap areas and strengthened.
- Department level files works were initiated in all.
- Coursewise Video Lectures
  - Mr.Aswin./Mech was requested to give guidance in editing and preparations.
  - Freecam based lecture session prepared by Mr.Arun/Civil was found effective.
- Overall analysis of programmes to be completed. Hence, members were requested to submit all department level reports.
- Spoken tutorial sessions shall be made after end-semester exams due to short academic slots.
- Curriculum Mapped and un-mapped virtual lab list and plan to be made at department level and executed as per schedule confirmation.

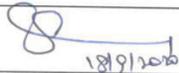
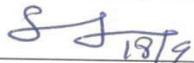
*K. Allee* 25/9/20  
IQAC COORDINATOR

*J. Praveen*  
25/9/2020



ACADEMIC YEAR 2020-21

CONDUCT OF ONLINE CLASSES - STRATEGY & FEEDBACK  
Attendance(18.9.2020)

| S.No | Staff Name                 | Designation                | Signature  |
|------|----------------------------|----------------------------|--|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        |  |
| 02   | Dr.S.Sivakumar             | VP                         | <br>18/9/2020   |
| 03   | Dr.T.Shanthi               | Project Officer            |  |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      |                |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | <br>18/9/20   |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | <br>18/9/2020 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    |  |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   |  |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | <br>18/9/20   |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. |  |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   |  |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | <br>18/9/20   |
|      |                            |                            |  |
|      |                            |                            |  |



**ACADEMIC YEAR - 2020-2021 (ODD sem)**  
**Staff Council Meeting-III**  
**Minutes of Meeting**

11.09.2020

Principal convened **Staff Council meeting III** for the academic year on **10.09.2020** between 3.00 pm and 5.30 pm at Conference Hall with the following agenda.

- Follow-up of SCM MoM-August 2020
- Conduct of Online classes - Follow-up and issues
- Conduct of CAT2
- AU Calendar & execution issues (Syllabus coverage, CAT etc.), Examinations (2020 IV year exams)
- Academic Calendar activities till 05.09.2020 - follow-up & completion status
- Forthcoming events
  - Association Inauguration -AY 2020-2021
  - E-Symposium (01.10.2020) plan
  - Dept. webinar
  - Engineer's day - Conduct of webinar
- Class committee meeting-1 (MoM)
- Student counseling - profile book updation
- Maintenance & new establishments - Department level
- Department target - Plan VS Executed - till June 2020
- NAAC reaccreditation phase-I works
  - File works (C1, C2) & Internal audit
  - Strengthening aspects
- Admission - 2020
- I Year Inauguration
- T&P online training - IV year 2021 batch
- Other related matters

**NAAC reaccreditation phase-I works**

- Webinar -1 was organized successfully on 09.09.2020 & 10.09.2020. NAAC revised accreditation framework & Criteria 1 & 2 were presented by IQAC Coordinator. As per the plan of action of this month, File works pertaining to Criteria 1 & 2 is expected for its completion. Audit will be scheduled at the end of this month.
- Areas to be focused and strengthening aspects were detailed.
- **NAAC Task Force meeting** (platform Google meet) is planned on 15.09.2020 at 12.30pm.

Recommendations:

- **Geo-tagged** Photos should be attached with the reports of programmes organized hereafter.
- Assignment -2 should be collected through **Google class room**.
- Participation in **AICTE, NITTTR & MHRD** programmes should be encouraged. Online courses / FDPs organized by AICTE, MHRD are to be utilized as an enrichment initiative. **All staff members and students should undergo ATAL course(s)** during this period.
- Departments should strengthen collaborations / linkages. Minimum 2 linkages per year should be established by the departments. Established collaborations need to be enhanced through conducting minimum one programme per semester.
- Members were insisted to promote utilization of IEEE journals among staff and students.
- All staff members are advised to involve more in research publications and submission of proposals. Members with doctoral degree have to publish 2 papers and members pursuing research 1 paper every year.
- **Status of registration** and participation for **SWAYAM / NPTEL courses** for this semester was sought. **Submission deadline : 21.09.2020** ]

**Members present:**

VP

HODs - Civil, CSE, ECE , MECH, S&H

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator

J. Praveen  
11/9/2020

PRINCIPAL



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING  
Attendance(10.9.2020)

| S.No | Staff Name                 | Designation                | Signature                     |
|------|----------------------------|----------------------------|-------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        | J. Arputha Selvi<br>10/9/20   |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>10/9/20       |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>10/9/20         |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      | R. Revathi<br>10/9/20         |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma<br>10/9/20          |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | M. Mangaiyarkarasi<br>10/9/20 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | - On leave -                  |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>10/9/20       |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar<br>10/9/20     |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya<br>10/9/20       |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi<br>10/9/20 |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>10/9/20        |
| 13   | R. Ponni                   | API/ECE                    | R. Ponni                      |



ACADEMIC YEAR 2020-21 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL

25.10.20

Minutes of Meeting

IQAC meeting for the month was held on 24.10.20 between 6.00pm-6.45pm through Google meet platform. All department IQAC members attended the meeting. Following points was briefed by IQAC Coordinator.

- **Exit survey** about Institute Level performance indicators to be completed within forthcoming week.
- **Student opinion & Suggestions** about Online classes and practices made will be made.
- Additional **Online Teaching and assessment tools** to be identified and reported by all members. Best tools will be introduced to be practiced by all.
- **Video editing, streaming,** demo session will be planned and handled by Mr.Aswin/Mech
- **DVV** submissions to be made by departments within 3<sup>rd</sup> week of November. Hence necessary guidance to be made by IQAC members.
- **All programme and event records** to be tracked.
- **Spoken Tutorial session** will be planned after semester exams. Planned Odd semester titles and also even semester will be completed during vacation itself.
- **Department staff seminar** sessions shall be planned for every month. Titles shall be chosen reflecting the courses / FDPs attended by the faculty members. Institute level nominated programmes should be included as mandatory internal seminar/webinar sessions. IQAC members to track this.
- **File Audit** will be scheduled at the end of Nov'20.
- **Comparative performance analysis** report to be prepared before staff review report. Hence, department level reports to be completed within 10 days and submitted.

K. Allee 25/10/20  
IQAC COORDINATOR

J. Anurag  
25/10/2020



**ACADEMIC YEAR – 2020-21 (ODD sem)**

**05.11.20**

**CIRCULAR**

**From the academic year 2020-21 onwards, towards strengthening our efforts towards Outcome Based Education, the following strategy will be adopted. IQAC member of the department & Programme Advisory committee member (PAC internal member) to coordinate the activity.**

1. Convene Department level meeting prepare draft version, review and freeze mapping of CO-PO-PSO-PEO (after consulting all stakeholders)
2. Course level planning by course in-charges during semester commencement. After Verification and approval, inclusion in course plan.
3. Analysis & Review of outcome attainment (direct & indirect methods). Department level presentation and submission of review report at the end of every semester. Gaps if any found to be rectified and used for future planning.
4. Batchwise I- VIII semester outcome attainment analysis and review report submission for approval.
5. Institute level review and analysis of reports. Based on findings, fine tunings in TLA (Teaching-Learning-Assessment) practices will be made.

**In this regard, department level initiatives, formats are enclosed herewith for reference.**

**Note :**

For the passedout batches till 2020 PO attainment analysis as per previous procedure. PO attainment, mapping with PEO, PSO to be completed for last 5 batches (ie passed out batches from 2016,2017,2018,2019,2020). For the current IV year students PO attainment analysis as per previous procedure.

For the courses offered from the academic year 2020-21 onwards, CAP, COAM, APQM are applicable.

*J. Praveen*  
5/11/2020

**PRINCIPAL**

**Copy To:**

1. Secretary
2. VP
3. HoDs (with a request to circulation among staff members through respective whatsapp group)

**Encl:**

1. Work schedule (Nov'20)
2. Formats for OBE implementation



## ACADEMIC YEAR 2020-21 (ODD SEMESTER)

24.11.20

### INTERNAL QUALITY ASSURANCE CELL Minutes of Meeting – Nov'20

IQAC meeting for November month was held on 24.11.20 between 12.00 noon and 1.00pm through Online mode. IQAC Coordinator elaborated on the following points during the meet.

- **CO-PO-PSO-PEO mapping and implementation aspects**
  - Reports to be prepared and submitted by IQAC member of the department
  - Report should include Draft version, presentation session, Review I &II, Updation & Final version of Course articulation matrix, CAP, COAM, APQM, Odd semester courses – programme articulation matrix
  - CO-PO-PSO-PEO mapping -Final version to be finalized at department level and approved.
  - Department level completion should include
    - POWise – Competency – Performance indicators
    - Coursewise – Course articulation matrix, COAM, APQM
    - III, V, VII sem courses – Programme articulation matrix
    - Course plan for odd semester courses should include video lecture for all units.
    - Course plan should be updated (ie inclusion of course articulation matrix,COAM,APQM) and hardcopy to be verified by HoD and approved by PRL, to be filed in course plan
    - **Deadline for the completion of the above activities : 12.12.20**
- **Bloom Taxonomy – Internal Staff seminar**
  - PAC member / IQAC member of the department should organize internal seminar session on Bloom Taxonomy
  - Presentation to include sample papers covering theory based, problem based courses (2+2)
  - Ample examples for all levels to be covered.
  - Seminar report to be submitted. **Deadline : 09.12.20.**
- **Inclusion of Video Lecture session in Course Plan, Revision of Course plan & Question bank structure**
  - Course incharges to promote Lecture video sessions. Video sessions shall be planned for important topics of each unit.
  - Minimum of 2 video lectures to be planned for every unit.
  - Internal staff workshop session is planned to train faculty members on preparing Video Lecture session. Mr.Aswin/Mech will handle the session. **Workshop is scheduled on : 02.12.20.**
  - Structure of Course plan & Question bank for courses will include CO, BT level from forthcoming 2020-21 even semester onwards. Template will be circulated shortly.

- **AQAR preparation – Department level data submission**
  - AQAR preparation work in progress. Department level data is sought as per DVV template.
  - **DVV preparation & deadline : 04.12.20**
- **IITB, Spoken tutorial schedule**
  - Due to commencement of academic year 2020-21 ODD semester from Aug'20 due to covid and short schedule, Spoken tutorial sessions are planned after model exams.
  - II Year Database was submitted by ECE department – IQAC member. Other departments to submit details for STTP plan
  - **I year IQAC member to collect details and submit within 20.12.20.**
- **Vishwakarma Award – Project proposal**
  - All Engg. Branch IQAC members will guide and coordinate submission of proposal for Vishwakarma Award.
  - Departments to give title, theme details to IQAC coordinator within **next 3 working days.**
- **Institute Level responsibilities – coordination from department members**
  - IQAC member of every department to coordinate and guide members in all institute level initiatives related to data collection, reports, quality initiatives. Necessary coordination and dissemination of details to be done by IQAC department level member.
- **Exit survey -2020 passedout**
  - Exit survey on institute level initiatives and support from 2020 passedout is in process. Few students are yet to give their feedback. Names of students were circulated for reference. **Members to insist students to complete within next 2 days.**
- **Entry Level analysis -2020-21 batch**
  - **Entry level analysis for 2020-21 batch is planned through online mode. Date of the activity : on or before 05.12.2020 .**
- **Swayam / NITTR/ ATAL courses**
  - ECE department staff had undergone 2 SWAYAM, NITTR courses. Similarly in CIVIL & EEE few faculty had undergone 2 courses.
  - Student SWAYAM course status – course progress screenshots & online exam registration status to be submitted on **03.12.20.**
  - ATAL courses are also undergone / registered by all department faculty. Reports to be submitted upon course completion.
  - Staff enrichment initiatives summary report(Apr'20-Aug'20) – to be submitted on **05.12.20.**

Members present : CIVIL,ECE,EEE,MECH,S&H IQAC members

*K. S. Rao* 27/11/20  
 IQAC Coordinator

*J. Prasad*  
 27/11/2020.  
 PRINCIPAL



**ACADEMIC YEAR - 2020-21 (ODD sem)**  
**Staff Council Meeting-VI**  
**Minutes of Meeting**

11.12.2020

Principal convened **Staff Council meeting VI** for the academic year on **10.12.2020** between **2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

**Agenda**

- **UG Plan for IV year classes & PG II Year classes (Time-table & modalities)**
  - Project work
  - MCC (Swayam)
  - Industrial training – project specific area (online mode preferably)
- **Subject allocation & workload (Even semester) – Higher classes**
- **Mini-project work plan**
- **Course Plan & Question Bank – structure revision**
- **Exit Survey report**
- **Expert Video sessions (SIP) – II Year classes**
- **NAAC accreditation preparatory works**
  - status of work
  - plan of action
- **Fee collection status**
- **Department Target**
  - ODD semester (Target VS Execution)
  - Even semester (Target)
- **Plan of activities (including institute level responsibilities)**
  - Odd semester (Target VS execution)
  - Even semester (Plan)
- **Other (if any)**

**Principal re-insisted on the issues discussed to strengthen academic quality (circular dt.9.9.20). In-charges were directed to execute their responsibilities and meet the set target for the activities.**

- Add-on courses like SWAYAM course completion by students to be tracked. For I year classes UHV module to be covered during weekends.
- Worksheets designed for Aptitude skill to be completed and tests to be given for students.
- Promotion of experiential learning for courses to be made inclusive for all courses.
- Facility established for Video Lectures to be utilized by staff members. Staff video lecture sessions will be posted at college youtube channel.
- Eminent expert lecture sessions organized as a part of SIP to be shared among II year students.
- Curriculum based feedback to be obtained from eminent alumnus. J

- Proposal for endowment fund based project work to be submitted by respective in-charges. Project to be completed as per schedule.
- Staff publications to be strengthened. Faculty completed Ph.D and pursuing Ph.D to involve meticulously in journal publications with impact factor as mandatory. Other members also to involve in publication initiatives. Staffs should also aim for Book/ book chapter publications.
- Initiatives to be made towards ISO certification.
- Basic computing skills training to be completed through online mode for all students.
- Life skills, Health awareness programmes etc. to be organized for all classes.
- Annual programme on professional ethics and code of conduct to be organized. Programmes promotive student creativity, cultural to be organized.
- Programmes to be organized for Administrative, technical staff.
- Departments to concentrate on GATE enrolment, participation, Scores for the forthcoming batch onwards.
- Department level initiatives towards linkages/ collaborations / MoUs to be made.]

### **Mini-project work plan**

Mini-project work should be planned and executed for all III year classes. II year students shall also be encouraged. Project work report to be submitted at end by all batches. Mini-Project work expo to be planned at department level.

### **Course Plan & Question Bank – structure revision**

Revised course plan & question bank template was circulated . Course Assessment Plan, Course Outcome Alignment Matrix, Assessment Paper Quality Matrix, Bloom Taxonomy level against questions are included in the revised structure.

### **Exit Survey report**

Exit Survey report (2019-20 batch) was briefed by Principal. Student Opinion and feedback about Infrastructural facilities, Teaching-Learning-Assessment practices were covered in the questionnaire. Report enclosed.

## **Expert Video sessions (SIP) – II Year classes**

Expert Lecture sessions streamed live through KINGS youtube channel during Student Induction Programme. Video links shall be shared to II year classes as eminent academicians and experts delivered excellent motivational, thought provoking sessions during SIP schedule.

## Others

- **Value Added Courses** recommended & framed by the departments of Civil, CSE, ECE, EEE, Mechanical are approved by Anna University and listed at AU website. VAC framed departmentwise are:

Civil - Construction Technology

CSE - VB .NET

ECE - Realtime Electronic System Design

EEE - Advanced Solar Energy Technologies

MECH - Energy Resources Management.

**Departments are appreciated for their efforts and is a credit to the members involved.**

**Members present**

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator

*J. Ramakrishna*  
*14/12/2020*

**PRINCIPAL**



**KINGS**  
COLLEGE OF ENGINEERING  
(N.A.C. Accredited Institution)  
(Approved by AICTE, New Delhi. Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(09.12.2020)

| S.No | Staff Name                 | Designation                   | Signature                             |
|------|----------------------------|-------------------------------|---------------------------------------|
| 01   | Dr.J. Arputha Vijaya Seivi | Principal                     | J. Arputha Vijaya Seivi<br>09/12/2020 |
| 02   | Dr.S.Sivakumar             | VP                            | S. Sivakumar<br>9/12/2020             |
| 03   | Dr.T.Shanthi               | Project Officer               | T. Shanthi<br>9/12/20                 |
| 04   | Ms.R.Revathi               | HOD/Civil<br>(in-charge)      | R. Revathi<br>09/12/2020              |
| 05   | Dr.S.M.Uma                 | HOD/CSE                       | S. M. Uma<br>9/12/2020                |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE<br>(in-charge)        | M. Mangaiyarkarasi.N<br>9/12/2020     |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                       | A. M. Ruban<br>9/12/20                |
| 08   | Dr.T.Pushparaj             | HOD/MECH                      | T. Pushparaj<br>9/12/2020             |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                       | V. Sureshkumar<br>9/12/2020           |
| 10   | Ms.T.Gnanajeya             | Academic<br>Coordinator/I yr. | T. Gnanajeya<br>9/12/20               |
| 11   | Mr.R.Sundara Moorthi       | Academic<br>Coordinator/EEE   | R. Sundara Moorthi<br>9/12/20         |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator              | K. Abhirami<br>9/12/20                |
| 13   | Ms.R.Ponni                 | ISO Coordinator               | R. Ponni<br>9/12/20                   |



ACADEMIC YEAR 2020 - 2021 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL

20.01.2021

Minutes of MoM

IQAC meeting for the month of Jan'2021 was held on 19.01.2021. IQAC coordinator briefed on the initiatives planned for the month.

- **Spoken Tutorial workshops** will be organized as per schedule planned. Workshop AV files were posted at Google classroom. Department members to post the respective files at classroom group. Google meet based introductory session on the workshop will be made and student attendance will be recorded. **Reports to be submitted by IQAC members within a week on completion.** For I Year classes, workshop will be planned during Feb'21. Student database to be submitted for registration.
- Report on **Virtual Lab sessions** organized for ODD semester to be submitted. Members to plan virtual lab session for even semester. **PCE activity** shall be planned utilizing Vlab session and the evaluation component of experiments. Including I year, for all classes Virtual lab sessions to be planned (either mapped with courses offered during even sem/ unmapped titles)
- **Department activity report (1920-21-Even sem)** to be submitted before 25.01.21.. Activity report for the period 2020-21-ODD semester to be submitted by departments before 10.02.2021.
- **Alumni feedback on curriculum** to be completed and report to be submitted. **Deadline 27.02.2021.**
- **Meeting will be organized to discuss about NAAC File works on 23.01.2021 by 2.00pm at Pallava Hall.** All NAAC task force members, senior members are requested to attend meeting. Other members are also invited to attend. **File Audit will be planned during 4<sup>th</sup> week of Feb'21.**
- **Briefing on Best Practices** of the department was made. Departments were requested to strengthen the practice and substantiate with appropriate records.
- **CO-PO-PSO-PEO mapping & Course Articulation matrix for Even semester courses** report submission **deadline :10.02.2021**

K. Allee 20/1/21  
IQAC COORDINATOR

J. Praveen  
20/1/2021

PRINCIPAL

**ACADEMIC YEAR - 2020-21 (EVEN sem)**  
**IQAC**

**SPOKEN TUTORIAL WORKSHOP PLAN**

| Department | Year      |            |                |
|------------|-----------|------------|----------------|
|            | II Yr. 19 | III Yr. 18 | IV Yr. 2017-21 |
| CIVIL      | GIMP *    | Blender *  | Blender        |
| CSE        | PHP MySQL | Blender    | Latex          |
| ECE        | GIMP      | Latex      | eSim           |
| EEE        | eSim *    | eSim *     | GIMP           |
| MECH       | GIMP      | Blender    | Blender        |

**Course Description**

| Course     | Application   |
|------------|---|
| GIMP       | Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of <b>Photoshop</b> . |
| Blender    | Open source equivalent to Maya and 3DMax. Useful to create 3D Animation for Architecture & Animation students   |
| PHP My SQL | Package for developing interactive websites and establishing back-end connectivity with a database - Famous websites using PHP include Facebook, Google, and Wikipedia  |
| Latex      | <b>LaTeX</b> is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/publishing documents from science/ arts/ commerce fields.   |
| Arduino    | <b>Arduino</b> is open source hardware, software and micro-controller based kit. It is used for building digital devices and interactive objects that can sense and control physical devices  |
| eSim       | <b>eSim</b> (previously known as OScad / FreeEDA) is an open source EDA tool for circuit design, simulation, analysis and PCB design. It is an integrated tool built using open source software such as KiCad   |

**Schedule**

20.01.2021 & 21.01.2021 - II Year classes  
 21.01.2021 & 22.01.2021- III Year classes  
 22.01.2021 & 23.01.2021- IV Year classes

**Note :**

1. Workshop content (AV files) will be posted at Google classroom. IQAC department members to ensure students download files and ready to undergo workshop.
2. IQAC department members to ensure students are undergoing workshop on the scheduled days and submit report.

*K. Allee* 18/1/2021  
**IQAC COORDINATOR**

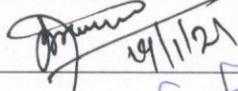
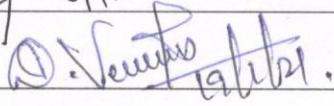
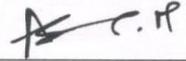
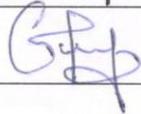
*J. Praveen*  
 18/1/2021  
**PRINCIPAL**



ACADEMIC YEAR 2020-21

IQAC Department Members Meeting

Meeting Attendance - Jan'21

| IQAC Members                 | Signature   |
|------------------------------|---|
| Mr.K.Arun/Civil              | <br>19/1/21  |
| Mr.R.SriramKumar/CSE         | <br>19/1/21  |
| Ms.D.Vennila/ECE             | <br>19/1/21 |
| Mr.S.R.Karthikeyan/EEE       | S. R. Karthikeyan 19/01/2021  |
| Mr.M.Aswin /Mech             | <br>C. M   |
| Mr.G.Jeyakrishnan/Maths(S&H) |            |
| Ms.K.Abhirami                |   |
| PRINCIPAL                    |   |



**ACADEMIC YEAR – 2020-21 (ODD sem)**  
**Staff Council Meeting-VII**  
**Minutes of Meeting**

**07.01.2021**

Principal convened **Staff Council meeting VII** for the academic year on **06.01.2021** between **2.00 pm and 4.10 pm** at Conference Hall with the following agenda.

**Agenda**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Department Target &amp; Action Plan</li> <li>• UG – IV Year classes             <ul style="list-style-type: none"> <li>○ Project review report</li> <li>○ Absentee followup</li> </ul> </li> <li>• I Year classes(UG)             <ul style="list-style-type: none"> <li>○ CAT –I performance analysis</li> <li>○ Class committee meeting report</li> <li>○ Counseling report</li> <li>○ Absentee followup</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• PG-I Year classes activities</li> <li>• Preparatory works - II, III year classes</li> <li>• Tracking of Add-On Courses execution</li> <li>• Action Plan &amp; Execution – all incharges (department &amp; institute level)</li> <li>• T&amp;P activities</li> <li>• Fee collection status</li> <li>• Other (if any)</li> </ul> |
|--|---|

Principal appreciated the in-charges of the following initiatives that were made during the month of Dec'20.

- **MoU with Three Dots Innovation LLP, Thanjavur** on 29.12.2020. MoU executed will facilitate R&D projects, Student project works, converting product ideas into real time products, technical training etc.
- **Women's Cell & POSH Cell webinar on "Gender Sensitization"**, by Dr.N.Manimekalai, Director & Head, Department of Women studies, Bharathidasan University, Trichy on 27.12.20
- **ISTE staff chapter webinar on "Outcome Based Teaching Learning"**, by Dr.K.S.Giridharan, ASP, Department of Engineering Education, on 29.12.20
- **POSH Cell & Women's Cell webinar on "Sexual Harassment Awareness and Prevention"** on 29.12.20 by Tmt.P.Sudha, Secretary/Sub Judge, District Legal Services Authority, Thanjavur.
- **Academic Center** status has been granted by IIT, Bombay for initiating Spoken Tutorial Training, a part of **National Mission on Education through ICT, MHRD, Govt. of India.**

**Department Target & Action Plan**

Departments to include individual target assigned during Staff Review Meet. Swayam/NPTEL courses, Book publication, Consultancy initiatives, Industry linkages, Research initiatives to be included in appropriate column in the format. Book publication initiatives will be coordinated by Dr.S.Sivakumar, Vice-Principal. Updated Department target and action plan to be submitted by all departments.

**Deadline : 11.01.2021.**

## Members present

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator

*J. Bonnetani*  
*07/04/2021.*

**PRINCIPAL**



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(06.01.2020)

| S.No | Staff Name                 | Designation                | Signature                      |
|------|----------------------------|----------------------------|--------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal                  | J. Arputha Selvi<br>6/1/2021   |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>6/1/21         |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>6/1/20           |
| 04   | Ms.R.Revathi               | HOD/Civil                  | R. Revathi<br>6/1/21           |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma<br>6/1/2021          |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE                    | M. Mangaiyarkarasi<br>6/1/2021 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. Martin Ruban<br>6/1/21      |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>6/1/21         |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar<br>6/1/21       |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya<br>6/1/2021       |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi<br>6/1/2021 |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>6/1/21          |
| 13   | Ms.R.Ponni                 | ISO Coordinator            | -                              |
|      |                            |                            |                                |



**ACADEMIC YEAR 2020-21 (EVEN SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

26.02.21

**Minutes of Meeting**

IQAC meeting for the month of Feb'21 was held on 25.02.21 between 12.45pm and 2.00pm. Agenda for the meeting was NAAC file works, Department Best Practices, ICT in TLP tracking, Action Plan and Target submissions. All department members attended the meeting. IQAC coordinator briefed on the following point during the meeting.

**Promotion of ICT in TLP**

- Virtual Lab session  
Virtual lab sessions on identified topics to be planned and executed for all classes. IQAC member of the department to ensure completion of the activity. Advanced lab experiments, simulation based experiments shall be covered. Report comprising experiment details, objective, session snapshot, evaluation marks to be submitted by semester end.
- NPTEL session  
Report on planned NPTEL session for the course topics to be completed by all. Report with session photo, evaluation to be made.
- CBTs, Lecture Video session, Simulation based exercises to be promoted by course in-charges and make Teaching-learning process effective.

**CO-PO-PSO-PEO**

- Session on PO-PSO-PSO-PEO, revised Qbank, Courseplan structure is planned for all classes. Students are to be given insight into course Objective, outcome by the course in-charges.

**NAAC File works**

- As per the schedule of file audit, file verifications will be held. Course file contents for 2020-21 odd semester courses shall include softcopy of course plan, e-material, qbank, screen shot of student assignments, PCE activity proofs.

**GATE courses**

- For the courses included at GATE exam syllabus, Course in-charges shall orient students during course introductory session. Topicwise GATE questions and solutions shall be made as PCE activity for advanced / aspiring students. Suitable materials shall be posted at Google classroom.

### **PCE Skills**

Student Centric activities as planned by course instructors are to be executed in a paced manner. Briefing of PCE activities was recapped to members. Specific highlights

- Usage of journal papers by students. Centralized library journal subscriptions to be referred. Advanced learners shall be grouped and advised for project works, paper publications referring the journal publications.
- Mindmap, Concept map for topics shall be prepared by course incharges. Online tools shall be used for preparing.
- Picture prompt activity, Debate sessions shall be planned by English course incharges.
- Planning activities shall be allotted for MBA, CIVIL courses / as applicable.
- Ethical, moral values to be imbibed as a part of delivery and practices.
- Design exercises for circuit based courses shall be assigned.
- Session snapshots shall be taken for Role play, Picture prompt, presentation sessions.

Any other innovative approach shall be adopted by all course in-charges. Innovative teaching learning practice with impact shall be practiced by all. New approach practiced by faculty is given due credits at faculty appraisal process.

### **Stakeholder interaction forms (revised version)**

Revised version of stakeholder interaction forms will be utilized as per the schedule of interaction.

### **Department Target VS Achieved submission**

Analysis report on action plan VS achieved will be submitted.

### **Monthly report of department activity**

Programme organized by the departments are publicized at our college youtube channel. In this regard, programme title, date, resource person, beneficiaries, photo eventwise softcopy is sought. Monthly submission (softcopy) to be coordinated by IQAC member **(submission of 1<sup>st</sup> week Wednesday of every month)**

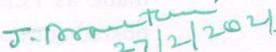
### **Best Practices**

It was insisted to strengthen department level student support activities, enrichment activities, practices. This will promote unique efforts made by the department in addition to centralized activities. Such activities with impact shall be highlighted as department best practices. **IQAC members to submit report on Best Practices of respective department during Mar'21 meeting (report should include objective, about the practice, outcome).**

### **AQAR preparation**

IQAC members to coordinate department level data compilation part for AQAR preparation. Deadline : AQAR for the year 2018-19 is 5.3.21 and for the year 2019-20 is end of Mar'21.

  
26/2/21  
IQAC COORDINATOR

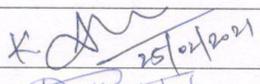
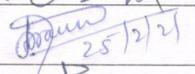
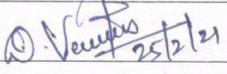
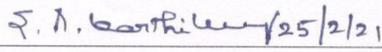
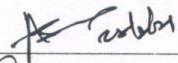
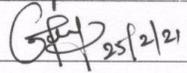
  
27/2/2021  
PRINCIPAL



ACADEMIC YEAR 2020-21

IQAC Department Members Meeting

Meeting Attendance - Feb'21

| IQAC Members                 | Signature  |
|------------------------------|--|
| Mr.K.Arun/Civil              | <br>25/02/2021 |
| Mr.R.SriramKumar/CSE         | <br>25/2/21    |
| Ms.D.Vennila/ECE             | <br>25/2/21   |
| Mr.S.R.Karthikeyan/EEE       | <br>25/2/21  |
| Mr.M.Aswin /Mech             |               |
| Mr.G.Jeyakrishnan/Maths(S&H) | <br>25/2/21   |
| Ms.K.Abhirami                |  |
| PRINCIPAL                    |  |



**ACADEMIC YEAR – 2020-21**  
**Staff Council Meeting-VIII**  
**Minutes of Meeting**

**04.02.2021**

Principal convened **Staff Council meeting VIII** for the academic year on **03.02.2021** between 2.00 pm and 4.10 pm at Conference Hall with the following agenda.

**Agenda**

- **Even semester – preparatory works (I year – III year)**
  - Class rooms & labs readiness
  - Learning materials
  - Time-table
  - Video-Lectures
- **I Year classes**
  - Revision Phase-I plan
  - CCM report
- **IV Year classes**
  - Syllabus completion
  - Project review schedule
- **T& P training & activities**
- **AU report submissions**
  - Industrial / Practical Training, Summer Project, Internship
- **NAAC accreditation works**
  - File Audit plan
  - Strengthening initiatives
- **Fee payment status**
- **Other related matters**

Principal appreciated the in-charges of the following initiatives that were made during the month of Jan'21.

- **Webinar on Patents and Trademark on 19.01.21**, Dr.A.Balaji Ganesh, Dean Research, VEC, Chennai **organized by R&D and IIC.**
- **IIT, Bombay Spoken Tutorial Workshops** for II year, III Year and IV classes **(online mode) organized by IQAC during Jan'2021.** Two workshop per class were organized for all classes on different dates.
- Series of **Webinar series organized by IIC** during **22-25 Jan 2021**
  - **Design Thinking, Critical Thinking and Innovation Design** by Mr.S.Mukeshwaran, ARJCET, Manarkudi
  - **Awareness talk on Entrepreneurship** by Mr.E.Kishorekumar, KAM Motors, Thanjavur
  - **Entrepreneurship Development Phases** by Mr.M.Martin, IEDP-EDII, Sastra University, Thanjavur.

## **Video-Lectures**

- **Video Lecture session** for even semester courses to be completed by the end of Feb'2021. Links to the lecture sessions will be made available at college website.

## **T& P training & activities**

Exclusive training sessions are planned for IV year students during 22.02.2021 to 26.02.2021. 2 days of technical training is planned for all classes.

## **NAAC accreditation works**

### **File Audit plan**

### **Strengthening initiatives**

IQAC coordinator detailed on the Criterionwise strengthening aspects. Areas to be concentrated to raise the quality aspects were discussed. **Meeting is planned on 06.02.2021 at Pallava Hall at 10.30 am. All staff members to attend the session.**

File audit plan will be made at the end of the meeting. Department level budget to be submitted to Project officer on or before 08.02.2021.

- **Proposals for SWAYAM-MOOC new online courses has been made by MHRD. Skill based courses and other non-formal educational courses can be proposed. Introductory video shall be submitted as per the guidelines by the faculty members.**
- **Enrolled SWAYAM/NPTEL courses** to be completed by all students and staff members. Necessary followup to be made by the in-charges. Staff and students to enroll using our **KINGS local chapter id : 4234**
- **ISTE staff chapter** will organize **Orientation programme** for newly organized staff members. Session on Vedic maths is also planned.
- **Thought for the Day video** at our **KINGS youtube channel** has received appreciation from Alumni. Efforts by all the members were appreciated and to be continued.

**Members present**

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators - S&H, EEE

IQAC Coordinator

..

*J. Ramesh Kumar*  
*4/2/2021*

**PRINCIPAL**



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(03.02.2021)

| S.No | Staff Name                 | Designation                | Signature                      |
|------|----------------------------|----------------------------|--------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal                  | J. Arputha<br>3/2/2021         |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>3/2/2021       |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>3/2/2021         |
| 04   | Ms.R.Revathi               | HOD/Civil                  | R. Revathi<br>3/2/2021         |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma<br>3/2/2021          |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE                    | M. Mangaiyarkarasi<br>3/2/2021 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. Martin Ruban<br>3/2/21      |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>3/2/2021       |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar<br>3/2/2021     |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya<br>3/2/21         |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi<br>3/2/2021 |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>3/2/21          |
| 13   | Ms.R.Ponni                 | ISO Coordinator            | —                              |

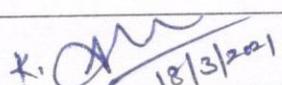
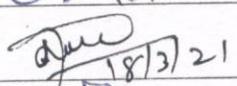
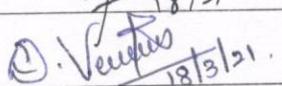
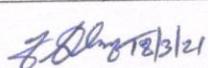
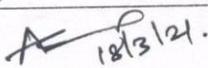
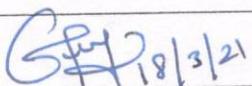
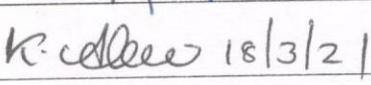
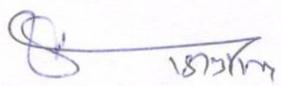
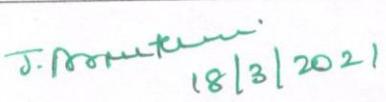


ACADEMIC YEAR 2020-21

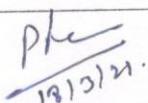
IQAC Department Members Meeting

Session on Strengthening of Curriculum Enrichment

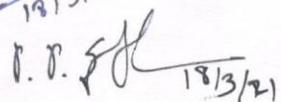
Meeting Attendance - 18.3.21

| IQAC Members                                  | Signature   |
|---|---|
| Mr.K.Arun/Civil                               | <br>18/3/2021    |
| Mr.R.SriramKumar/CSE                          | <br>18/3/21      |
| Ms.D.Vennila/ECE                              | <br>18/3/21.     |
| Mr.S.R.Karthikeyan/EEE<br>J. Arokia Raj / EEE | <br>18/3/21      |
| Mr.M.Aswin /Mech                              | <br>18/3/21.    |
| Mr.G.Jeyakrishnan/Maths(S&H)                  | <br>18/3/21    |
| Ms.K.Abhirami                                 | <br>18/3/21   |
| VICE PRINCIPAL                                | <br>18/3/21   |
| PRINCIPAL                                     | <br>18/3/2021 |

Mr. P. RAJA PIRAN.

  
18/3/21.

Dr. P. P. Shantharaman /Mech.

  
18/3/21

**ACADEMIC YEAR 2019-20 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

**ACTION PLAN**

| <b>JULY</b>  |  |
|--|--|
| <b>Activity</b>  | <b>Objective</b>   |
| <b>AQAR submission (2018-19)</b>   | Self-evaluation cum submission mandate of NAAC   |
| <b>Department activities report (2018-19)</b>  | Overall Progression identification   |
| Scheduling of Programmes<br><b>1. Spoken Tutorial workshop (Students, Staff)</b><br><b>2. Virtual Lab session</b>  | Promotion of Technical skills & ICT enabled session  |
| <b>Tracking of</b><br><b>1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session &amp; evaluation</b><br><b>2. SWAYAM &amp; NPTEL course registrations (staff &amp; students)</b> |  |
| <b>Internal Staff Seminar</b><br><b>1. Department target VS attainment</b><br><b>2. Learning outcome attainment</b>  | <b>1. Academic progression identification</b><br><b>2. LO based presentation analyzing student potential aiding in academic plan</b> |
| <b>August</b>  |  |
| Conduct of Spoken Tutorial Workshop (IV, III, II Yr. classes)  | Technical Skill enrichment for students  |
| Virtual Lab Sessions   | Content Beyond syllabus for lab sessions   |
| <b>September</b>   |  |
| Stakeholder interaction Session by renowned Alumni   | Sharing of experience by Alumni by students and guidance   |
| <b>October</b>   |  |
| Sponsored workshop on Quality  | Staff enrichment on quality aspects  |
| Programme Advisory Committee review report   | Progression & Collaboration initiative   |
| <b>November</b>  |  |
| Internal seminar session enhancing use of technology in teaching   | Promotion of use of technology in teaching-learning practices  |
| <b>December</b>  |  |
| Analysis reports<br>• Stakeholder interactions<br>• Student achievements<br>• Staff achievements<br>• Department progression   | Identification of current status, aiding for future plan   |

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener' / incharges action plan and execution

*K. Chellappa* 30/6/19  
IQAC COORDINATOR

*J. Praveen*  
19/1/19  
PRINCIPAL



8.07.2019

**Academic Year 2019-20 (ODD Sem)  
IQAC MEETING  
Minutes of Meeting**

IQAC Meeting for the month of JULY'19 was held on 5.7.19 at CSE Lab between 12.30 pm and 1.30pm. IQAC Coordinator thanked members for their support in all the initiatives and sought similar support for the academic year too. Briefing on the action plan for the ODD semester, members were requested to initiate activities and complete as per deadline. The following points were discussed during the meeting.

**AQAR Submission (2018-19)**

Online submission of AQAR for the year 2018-19 will be made. Members were requested to track department activities report and submit activity reports on time.

**Planning & Execution**

- Spoken Tutorial (Tutorial & Test)
- Virtual lab session
- NPTEL session tracking
- SWAYAM certification courses (Staff & Students)

Members are requested to plan and coordinate the listed regular activities. 2 hours for tutorial and 1 hour slot for test is required for completion of planned spoken tutorial titles.

| Department | II Yr         | III Yr   | IV Yr  |
|------------|---------------|----------|--------|
| CIVIL      | QCAD          | Inkscape | Latex  |
| CSE        | Linux, Ubuntu | Java     | Drupal |
| ECE        | Scilab        | Latex    | Latex  |
| EEE        |               | OSCAD    |        |
| MECH       | Scilab        | Openfoam | Latex  |

**Internal staff seminar / workshop session**

Members to organize seminar/workshop on quality improvement titles internally. Steps will be taken to organize institute level programme and sponsored programme. LO attainment analysis also to be presented during the session for every semester. Accordingly student progression tracking and planning shall be made.

**Support for Department Target setting process**

Members to support in quality improvement steps for the department. PAC member of the department shall be supported by the IQAC member. Members are requested to discuss about the progression made by the department for the previous year and accordingly set target for the year. IQAC member to support in department target setting process and attainment.

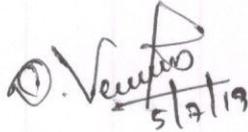
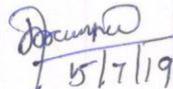
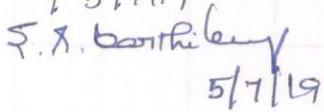
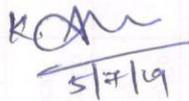
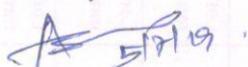
**Members present**

Civil, CSE, ECE, EEE, MECH, S&H

*K. Abhee* 8/7/19  
IQAC Coordinator

*S. Anand*  
8/7/19

IQAC Meeting - July'19  
Attendance.

| Sl. No | Staff Name                 | Signature   |
|--------|----------------------------|---|
| 1.     | D. VENNILA, AP/ECE         | <br>5/7/19   |
| 2.     | R. SRIRAMKUMAR, AP/CSE     | <br>5/7/19   |
| 3.     | S. R. KARTHIKEYAN AP/EEE   | <br>5/7/19   |
| 4.     | ARUN K, AP/CIVIL           | <br>5/7/19  |
| 5.     | Gt. Jayakrishnan, AP/Maths |            |
| 6.     | ASWIN . M, AP/Mech         | <br>5/7/19 |



**ACADEMIC YEAR – 2019-20 (ODD sem)**  
**Staff Council Meeting-I**  
**Minutes of Meeting**

19.06.2019

Principal convened **Staff Council meeting I** for the academic year on **19.6.2019** between **11.00 am and 1.00 pm** at Conference Hall with the following agenda.

- Academic Target (Department, Institution)
- Department preparatory works status (by HoDs)
  - Academic readiness (including laboratory)
- Action Plan & Followup (Curricular, Co-curricular, Extra-curricular activities)
- Institute Level Programmes for the year
- Internal Assessment, Remedial measures plan
- Industry training & linkages
  - IHT report
  - FVFS report
  - Department level initiatives
- Faculty enrichment initiatives (NITTR programmes, FDPS etc.)
- Faculty research & publication initiatives
- Mentoring System effectiveness
- Other related matters.

**Action Plan & Followup (Curricular, Co-curricular, Extra-curricular activities)**

- Department in-charges for the activities will submit action plan on **01.07.19**. HoDs to ensure completion of planned activities.

**Faculty enrichment initiatives (NITTR programmes, FDPS etc.)**

- Faculty members to involve in updating their knowledge and technical skills through participation in various programmes including ICT mode.
- Details of SWAYAM courses undergone by faculty for previous academic year to be submitted on **01.07.19**. Also, members to aim for certified courses.

**Faculty research & publication initiatives**

- To strengthen faculty research and publication, Research Committee is reconstituted with HoDs as members.
- Departments to aim for quality publications and also submit research proposals. Monthly research committee meeting will be held.

**Preparations for progressive NIRF ranking**

- Score for the criteria Teaching, Learning & Resources criteria is fared well. Criterion Research & Professional Practice and Outreach & Inclusivity to be strengthened. Hence, departments to concentrate rigourously on these areas.
- **Value Added Course guidelines** were detailed by Principal. Approval for the courses were received for CIVIL, CSE, EEE departments. Committee to be comprised as per guidelines and submitted to Principal' office on **01.07.19**.
- **Learning Outcome attainment** report based presentation to be planned as Internal staff seminar during next week. Analysis on student performance to be made during the presentation.

**Members present**

VP  
HODs CSE, EEE, MECH, S&H  
HoD i/c. Civil, ECE  
Project Officer  
Academic Coordinators – S&H, EEE  
IQAC Coordinator

M.E.C.T

EEE - M. S. R. d. f.  
20/6/19

Mech - B. Kab

J. Praveen  
19/6/19



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING(19.06.19)

Attendance

| S.No | Staff Name                 | Designation                | Signature                         |
|------|----------------------------|----------------------------|-----------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        | J. Arputha Selvi<br>19/6/19       |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>19/6/19           |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>19/6/19             |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      | R. Revathi<br>19/6/19             |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma<br>19/6/19              |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | M. Mangaiyarkarasi<br>19/6/19     |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. Albert Martin Ruban<br>19/6/19 |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>19/6/19           |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar<br>19/6/19         |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya<br>19/6/19           |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi<br>19/6/19     |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>19/6/19            |



12.08.2019

**Academic Year 2019-20 (ODD Sem)**  
**IQAC MEETING**  
**Minutes of Meeting**

IQAC Meeting for the month of AUGUST'19 was held on 9.8.19 at CSE Lab between 12.30 pm and 1.15pm.

Initiatives towards Department activity tracking, conduct of Virtual lab session, ICT enabled classes, SWAYAM course enrolment by faculty and students was made by all departments. Internal seminar to be conducted.

**Spoken Tutorial workshop** was completed in all departments, online test has to be planned. Members to submit database of II year students for enrolment.

Members to identify / recommend resource person for the **Quality Improvement seminar / workshops**.

**Entry Level Analysis** for the batch 2019-23 was made. Branchwise student academic potential based on cutoff marks and entry level screening was made.

**NPTEL** session effectiveness to be tracked. Evaluation component for virtual lab sessions and NPTEL certification courses to be encouraged among staff and students.

**Internal assessment question paper** shall include book exercise of the recommended text books / reference books. Standardized application based questions to be practiced during classes and included in internal assessments.

**Usage of Google classroom and PCE skills** was discussed among members. ICT enabled tools shall be utilized to create interest among students and gain skills. Suggested PCE skills listing was briefed. Effective introduction of PCE skills was discussed. Members to motivate similar efforts by department members too.

**Members present**

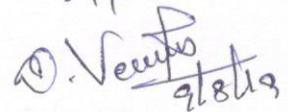
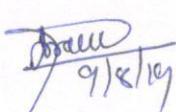
Civil, CSE, ECE, MECH, S&H

*K. S. S. S.* 12/8/19  
IQAC Coordinator

*J. D. D.*  
12/8/19

9/8/19

IQAC Meeting - II

| Staff Name                   | Signature  |
|------------------------------|--|
| ① Aswin . m , AP/MECH        | <br>09/08/19   |
| ② Arun . k , AP/CIVIL        | <br>09/08/19   |
| ③ D. VENNILA , AP/ECE        | <br>09/08/19   |
| ④ G. Jayakrishnan , AP/Maths | <br>09/08/19  |
| ⑤ R. Srinan Kumar AP/CSE     | <br>09/08/19 |



**ACADEMIC YEAR – 2019-20 (ODD sem)  
Staff Council Meeting-II  
Minutes of Meeting**

21.08.2019

Principal convened **Staff Council meeting II** for the academic year on **20.08.2019** between **2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- 2019-2023 Batch Student Induction Programme
- Analysis reports
  - Assessment test report – I (higher classes), remedial measures – scheduling (if any)
  - Academic Target (Department, Institution) – completion, plan status
  - In-House-Training report
- Stakeholder interactions
  - Class committee meeting report
  - Counseling report
- Forthcoming Institute Level Programmes
  - Technical sessions inviting eminent experts
  - International conference initiatives
- Industry training & linkages
  - MoU with industries
  - Industrial visits
- R&D proposals and initiatives – (AICTE-MODROBS, UGC-STRIDE)
- Other related matters

**Academic Target (Department, Institution) – completion, plan status**

- Academic target set by the Department to be attained. Hence, as per action plan of the activities, members should involve and achieve it.
- Department level review will be made by HoDs every month. This review will aid in performance appraisal of the staff. Parameters for the review includes academic load, technical events, department level contributions, institute level contributions, staff enrichment initiatives etc. Format for the review is available at EDUMATE dashboard.
- 5<sup>th</sup> hour, allotted as additional slot for tough subject, to be utilized effectively.

**Academic Target (Department, Institution) – completion, plan status**

- Academic target set by the Department to be attained. Hence, as per action plan of the activities, members should involve and achieve it.
- Department level review will be made by HoDs every month. This review will aid in performance appraisal of the staff. Parameters for the review includes academic load, technical events, department level contributions, institute level contributions, staff enrichment initiatives etc. Format for the review is available at EDUMATE dashboard.
- 5<sup>th</sup> hour, allotted as additional slot for tough subject, to be utilized effectively.

**Members present**

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator

*J. Manjunath*  
23/8/19

**PRINCIPAL**



**KINGS**  
COLLEGE OF ENGINEERING  
(N.A.A.C. Accredited Institution)  
(Approved by AICTE, New Delhi, Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance

| S.No | Staff Name                 | Designation                   | Signature   |
|------|----------------------------|-------------------------------|-------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal &<br>HOD/ECE        |             |
| 02   | Dr.S.Sivakumar             | VP                            |             |
| 03   | Dr.T.Shanthi               | Project Officer               | - 00 -      |
| 04   | Ms.R.Revathi               | HOD/Civil<br>(in-charge)      | <br>20/8/19 |
| 05   | Dr.S.M.Uma                 | HOD/CSE                       |             |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE<br>(in-charge)        |             |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                       |             |
| 08   | Dr.T.Pushparaj             | HOD/MECH                      |             |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                       |             |
| 10   | Ms.T.Gnanajeya             | Academic<br>Coordinator/I yr. |             |
| 11   | Mr.R.Sundara Moorthi       | Academic<br>Coordinator/EEE   |             |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator              |             |

**ACADEMIC YEAR 2019-20.**

**2019-23 BATCH - STUDENT INDUCTION PROGRAMME - SCHEDULE**

| <b>DAY - 1 07.08.19 - WEDNESDAY - INDUCTION PROGRAMME COMMENCES</b>   |  |  |   |
|---|--|--|---|
| <b>9.30-10.45 AM</b>  | <b>11.00-12.30 PM</b>  | <b>1.15-2.45 PM</b>  | <b>3.00-4.30 PM</b>   |
| <p><b>Inaugural Function -</b><br/>Institute Level<br/>Orientation - KCE<br/>Highlights &amp; Practices</p> <p>Incharge -<br/>Dr.V.Suresh Kumar,<br/>HoD/S&amp;H<br/>Ms.T.Gnanajeya,<br/>Academic Coordinator<br/>/1Yr.<br/>(Venue - Chera Hall)</p>                | <p><b>"Scope &amp; Opportunities for Engineers"</b><br/>Motivational session 1</p> <p>By<br/>Dr.S.Sivakumar<br/>VP &amp; Head-T&amp;P<br/>(Venue - Chera Hall)</p>   | <p><b>Motivational Video Session 1</b></p> <p>By<br/>Ms.K.Abhirami/<br/>CSE<br/>Mr.B.Suresh Babu/T&amp;P</p>   | <p><b>Physical Activity (Sports)</b><br/>Girls, Boys<br/>separately<br/>(Indoor, Outdoor games)</p> <p>By<br/>Dr.D.Suresh, Physical Director<br/>(Venue - Chola Hall - Indoor games<br/>Ground - Outdoor games)</p> |
| <b>DAY - 2 08.08.19 - THURSDAY - INDUCTION PROGRAMME - REGULAR PHASE</b>  |  |  |   |
| <p><b>Literary Activity-Communication &amp; Presentation Skills (Audio-Video based)</b><br/>Team - 1<br/>Dr.Sengutuvan/Eng.<br/>( Venue-Chera Hall)</p> <p><b>Entry Level Analysis Profile Screening</b><br/>Team- 2<br/>(CSE Lab- I, II)<br/>Ms.K.Abhirami/CSE</p> | <p><b>Literary Activity-Communication &amp; Presentation Skills (Audio-Video based)</b><br/>- Team 2<br/>Ms.C.Jansirani/Eng.<br/>( Venue-Chera Hall)</p> <p><b>Entry Level Analysis Profile Screening</b><br/>Team- 1<br/>(CSE Lab- I, II)<br/>Ms.R.Sugantha Lakshmi/CSE</p> | <p><b>Industrial Visit</b><br/>Visit to Indian Institute of Crop Processing Technology (IIFPT), Thanjavur.</p>   |   |
| <b>DAY - 3 09.08.19 - FRIDAY - INDUCTION PROGRAMME - EMINENT EXPERT &amp; ALUMNI SESSION</b>  |  |  |   |
| <p><b>"Train your Brain"</b><br/>by Dr.B.Balamurugan,<br/>Asst.Prof/ Research Dept. of Economics<br/>HH The Rajah's College (Autonomous),<br/>Pudukottai</p> <p>(Venue - AV Hall )</p>  | <p><b>Student-Facilitator Introduction &amp; Meet</b><br/>Identified team<br/>(Venue -Library Ground floor, First floor)</p>   | <p><b>"Industry Expectations and Opportunities"</b> by<br/>KCE Alumnus<br/>Incharge-<br/>Mr.P.Rajapirian/ECE &amp; Department<br/>Alumni coordinators<br/>(Venue - AV Hall )</p> |   |

**DAY - 4 13.08.19 - TUESDAY - INDUCTION PROGRAMME - REGULAR PHASE**

|  |  |   |
|--|--|---|
| <p><b>Proficiency Module-Basic Computing Skills</b></p> <p><b>Lab Session - MS Word, Powerpoint, Browsing skills</b><br/>(Team-1)<br/>Incharge-<br/>Ms.R.Suganthalakshmi /CSE<br/>(Venue - CSE Lab- I, II)</p> <p><b>Sr.Faculty Interaction session-Team-2</b><br/>Mr.P.P.Shantharaman /Mech<br/>Ms.R.Ponni/ECE<br/>(Venue-Chera Hall)</p> | <p><b>Proficiency Module-Basic Computing Skills</b></p> <p><b>Lab Session - MS Word, Powerpoint, Browsing skills</b><br/>(Team-2)<br/>Incharge<br/>Ms.S.Puvaneswari /CSE<br/>(Venue -CSE Lab- I, II)</p> <p><b>Sr.Faculty Interaction session-Team-1</b><br/>Mr.R.Sundaramoorthy /EEE<br/>Mr.K.Arun/CIVIL<br/>(Venue-Chera Hall)</p> | <p><b>Cultural Show by FAA</b><br/>Incharge - Mr.R.Sathiyaraj/ECE &amp; FAA<br/>Student members</p> |
|--|--|---|

**DAY - 5 14.08.19 - WEDNESDAY - INDUCTION DAY**

|  |  |  |
|--|--|--|
| <p><b>Induction Day Programme</b><br/>Incharge -<br/>Dr.V.Suresh Kumar, HoD/S&amp;H<br/>Ms.T.Gnanajeya, Academic Coordinator/I Yr.<br/>(Venue - Chozha Hall)</p> | <p><b>Project Expo Cum Department facility visit</b><br/>Expo Incharge - Respective department &amp; DRC member<br/>Visit Incharge - Class coordinator</p> | <p><b>Proficiency Module- Maths made easy - Fun based learning</b><br/><br/>By<br/>Ms.T.Gnanajeya, Academic Coordinator/I Yr.<br/>(Venue - Chera Hall)</p> |
|--|--|--|

**DAY - 6 16.08.19 - FRIDAY - CAMP & TALENT EXPO**

|  |   |   |   |
|--|---|---|---|
| <p><b>Awareness Session Health &amp; Hygiene Dietary tips by Mrs.T.Jayanthi M.Sc., M.Phil., Chief Dietician, Meenakshi Hospital</b></p> <p>Incharge -<br/>Mr.P.Rajeswaran/Eng.<br/>Mr.S.Ambalatharasu/Phy.<br/>(Venue - Chera Hall)</p> <p><b>Assessment guidelines(Internal &amp; External) by Mr.K.Rajesh, CCE</b></p> | <p><b>Session on Yoga By Mr.R.Parthasarathy Yoga Trainer, Thanjavur</b><br/>Incharge -<br/>Dr.G.Shankarakalidoss /Maths<br/>(Venue - Chozha Hall)</p> | <p><b>TALENT SHOW (Skill Events)</b><br/>Incharge-<br/>Dr.S.Udayakumar/ Chem<br/>Dr.AL.Kavitha/ Chem<br/>Dr.R.Suresh/Maths<br/>Dr.G.Ramya Arokiamary/Maths<br/>Mr.G.Jeyakrishnan/Maths<br/>Ms.R.Uma Maheswari/Phy. &amp; FAA student members<br/>(Venue-Block IV)</p> | <p><b>Valedictory Function</b></p> <p><b>Feedback session</b><br/>Incharge - Class coordinators</p> <p><b>Certificate distribution for Talent Show winners</b><br/>Incharge<br/>Dr.S.Udayakumar/ Chem<br/><br/>(Venue - Chera Hall)</p> |
|--|---|---|---|



9.10.2019

**Academic Year 2019-20 (ODD Sem)  
IQAC MEETING**

**Minutes of Meeting**

IQAC Meeting for the month of Sep'19 was held on 6.9.19 at CSE Lab between 12.30 pm and 1.00pm.

**Alumni interaction sessions** was completed in all the departments. Spoken tutorial tests sessions was planned and online tests sessions with certifications was made.

**Department activity report** softcopy submission was sought for overall compilation of reports.

**Virtual lab sessions** was conducted in all the departments. Minimum 2 sessions was organized. PCE skill was included by department members based on the Virtual lab session activity.

IQAC members were requested to **propose and prepare articles on quality**. Two member batch was identified and batch will prepare paper on quality improvement strategies and aim for publication.

CSE, CIVIL members

MECH, EEE, S&H members

ECE, IQAC coordinator

**Vishwakarma Award nomination** was made by CIVIL, CSE, ECE, EEE teams. Out of 5 proposals submitted 4 was submitted. 1 proposal from CIVIL, ECE and 2 from CSE was submitted. IQAC member motivated student batch and technology based rural development proposals were prepared and submitted. Similar efforts will be made in future too.

**Communication related to student enrichments** (call for contests, events, awards, openings etc.) will be made in IQAC group. Members to encourage respective students / alumni and guide them for betterment.

**Members present**

Civil, CSE, ECE, EEE, MECH

*J. Manick  
9/10/19*

*K. Allee 9/10/19*  
IQAC Coordinator

## SPOKEN TUTORIAL WORKSHOP OVERALL SUMMARY

| Department  | II Year                     |                       | III Year                    |                       | IV Year                     |                       |
|---|-----------------------------|-----------------------|-----------------------------|-----------------------|-----------------------------|-----------------------|
|   | Title & No. of participants | No. of certifications | Title & No. of participants | No. of certifications | Title & No. of participants | No. of certifications |
| CIVIL   | QCAD<br>29                  | To be done            | INKSCAPE<br>37              | 18                    | LATEX<br>56                 | 38                    |
| CSE   | LINUX<br>45                 | 15                    | JAVA<br>46                  | 10                    | DRUPAL<br>39                | 5                     |
| ECE   | SCILAB<br>38                | 39                    | LATEX<br>48                 | 42                    | LATEX<br>52                 | 46                    |
| EEE   | SCILAB<br>18                | 5                     | OSCAD<br>15                 | -                     | LATEX<br>13                 | 4                     |
| MECH  | SCILAB<br>65                | 18                    | OPENFOAM<br>70              | 12                    | LATEX<br>89                 | 62                    |
| No. of workshops : 14<br>No. of participants : 651 (122+130+129+36+224)<br>No. of certifications : 314 (around 48%) |                             |                       |                             |                       |                             |                       |

6/9/19

## TQAC Meeting - III

1. S.R. Karthikeyan - S.R. Karthikeyan 6/9/19  
AP/EEE
2. Aswin.m, AP/MECH - ~~A. M~~ 6/9/19.
3. R. Sridharan Kumar, AP/CSE - ~~R. Sridharan Kumar~~ 6/9/19
4. Arun.k, AP/CIVIL - ~~Arun.k~~ 6/9/19
5. D.VENNILA, AP/ECE - D. Vennila 6/9



**ACADEMIC YEAR – 2019-20 (ODD sem)  
Staff Council Meeting-III**

**Minutes of Meeting**

**09.09.2019**

Principal convened **Staff Council meeting III** for the academic year on **07.9.2019** between **10.30 am and 1.00 pm** at Principal Cabin with the following agenda.

- Revision Class Schedule & modularity
- Lab Model exam & records completion
- Department level staff review
- PCE skill execution reports
- Alumni Meet – Preparatory works
- Siemens CoE- Training Plan
- Industry Training
  - Industry-Academia Meet
  - IHT (reports)
  - FVFS initiatives
- Teacher's Day Celebrations
- NATS
- Other related matters

**PCE skill execution reports**

- Execution of PCE skill activity was verified and report was submitted by the team. CIVIL department has conducted the activity in an excellent manner. Different aids were used and execution was effective. CSE department also has conducted different activities. Followup of Homework was made effectively by Maths faculty members.

**Alumni Meet – Preparatory works**

- ALUMNI meet registrations are to be encouraged by respective department coordinator. **Registration details** to be submitted to PRL office on **16.09.19**.

**Industry Training**

• **Industry-Academia Meet**

Industry-Academia Meet will be organized during Placement Day.

- **IHT (reports)** – presentation was completed in all departments. Overall report to be submitted.
- **Internships** - departments to encourage students to undergo internships. Institute ranks 1642<sup>nd</sup> position in Internships out of 2830 colleges participated all over India. **Departments to submit list of students encouraged / promoted to undergo Internship before semester exam commencement.**
- **FVFS initiatives** – Staff members are requested to complete visit to Factory / Industry for the year. **Deadline : 15.12.19.**

- Staff members are requested to enroll for suitable **SWAYAM and NPTEL certification courses**. **Research proposals** to be submitted by Ph.D holders. **Publication of paper, Certifications, Research proposals are mandated for availing vacation by staff members.** S&H department is also requested to submit proposals.

- **Self Assessment Report (SAR) will be revised** including components giving weightages to Institute Level Initiatives and other practices followed by Central Institutes. Revised form will be utilized for 2018-19 assessment report.

- Departments to complete all activities as per action plan submitted during semester commencement. Importance to be given towards overall development of the students and institute thereby supporting our progression.

• **Governing Council – major suggestions**

- Proposals shall be submitted utilizing central Govt. schemes.
- Strengthening of admission initiatives.

**Members present**

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator

*J. Anantha  
09/09/19*

**PRINCIPAL**



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING(08.09.19)

Attendance

| S.No | Staff Name                 | Designation                | Signature                    |
|------|----------------------------|----------------------------|------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        | J. Arputha<br>7/9/19         |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>7/9/19       |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>7/9/19         |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      | R. Revathi<br>7/9/19         |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma<br>7/9/19          |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | M. Mangaiyarkarasi<br>7/9/19 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. Martin Ruban<br>7/9/19    |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>7/9/19       |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar<br>7/9/19     |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya<br>7/9/19       |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi<br>7/9/19 |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>7/9/19        |

13. R - Ponni

ISO coordinator

R. Ponni  
7/9/19



14.10.2019

**Academic Year 2019-20 (ODD Sem)  
IQAC MEETING**

**Minutes of Meeting**

IQAC Meeting for the month of OCT'19 was held on 12.10.19 at CSE Lab between 12.30 pm and 1.30pm.

**Internal seminar on Quality improvement** and department progression was conducted in all departments.

**Programme Advisory Committee (PAC) Review report** to be prepared by all departments. It should include student inception till all activities for the period, staff activities and achievements etc. External PAC member will review the report, recommend areas for improvement and guide further.

**Proposal will be submitted to NAAC** towards organizing Workshop on quality in the month of Dec'19. Plan is also made to submit 3 days programme in the month of May / June 20.

**Alumni recommendations** during the interaction sessions to be submitted by all the departments. Recommendations will be consolidated and submitted to PRL for reference.

**S&H department enrollment in SWAYAM course** to be motivated by the respective member. Other departments to ensure completion of the course by the enrolled members.

**Department Activity analysis report** was prepared and presented to identify the initiatives. Departments to fill in any gap areas and ensure planned initiatives are completed.

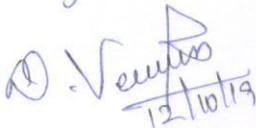
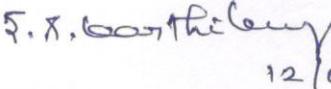
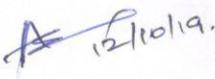
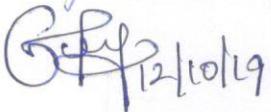
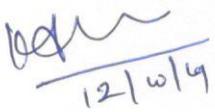
**Members present**

Civil, CSE, ECE, EEE, MECH

*K. Adheen* 14/10/19  
IQAC Coordinator

*J. Praveen*  
14/10/19

TQAC Meeting Attendance  
(12-10-19)

| S.No. | Staff Name        | Signature   |
|-------|-------------------|---|
| 1.    | D. VENNILA        | <br>12/10/19   |
| 2.    | S. R. Karthikeyan | <br>12/10/19   |
| 3.    | ASWIN.M           | <br>12/10/19   |
| 4.    | R. SRIRAMKOMAR    | <br>12/10/19  |
| 5.    | G. Jeyakrishnan   | <br>12/10/19 |
| 6.    | Arun.K            | <br>12/10/19 |



26.11.2019

## ACADEMIC YEAR 2019-20

### INTERNAL QUALITY ASSURANCE CELL NAAC AQAR submission Areas to be strengthened

#### DEPARTMENT LEVEL

- 1.3. Field Projects / Internships
- 2.4.2. Honours and recognitions received by teachers
- 3.2.2. Awards for Innovation (Institute, Student, Staff)
- 3.3.7 Faculty participation in seminar/conference/symposium
- 4.3.4. E-content developed by teachers
- 5.2.2. Higher studies tracking (including NET, SET, SLET, GATE, GMAT, CAT, GRE, TOFEL, Civil services, State govt. services)
- 6.3.3. Programmes attended by staff  
Orientation, refresher course, STTP, FDP

#### PRACTICES

- 2.7. Student satisfaction survey (results in weblink)

#### R&D

- 3.1.1. Research projects (major, minor, industry, college)
- 3.2.2 IPR workshop, Seminar
- 3.2.3 No. of Incubation centre created, Start-ups incubated
- 3.3. Incentive to teachers who receive awards / recognition
- 3.3.3 Research publications (UGC notified)
- 3.3.4. Books / chapters published
- 3.3.5. Bibliometrics of the publications (average citation index in scopus/web of science or pub med/ Indian citation index)
- 3.6. H-index of Institutional publication

#### EXTENSION ACTIVITIES

- 3.4.1. Extension and outreach programmes in collaboration with industry/ community/ ngo
- 3.4.2. Awards and recognition received for extension activities from Govt. or other recognized bodies
- 3.4.3. Students participating in extension activities with Govt, NGO (Swach Bharat, AIDS awareness, Gender issue) etc.)

#### COLLABORATION, MOUS

- 3.5.1. No. of collaborative activities for research, faculty exchange, student exchange
- 3.5.2. Linkages with institutions, industries for internship, on-the-job-training, project work, sharing of research facilities etc.
- 3.5.3. MoUs signed

## SPORTS & FAA

5.2.4 Sports, cultural, competitions organized, awards

## ALUMNI

5.3. Alumni registration, programmes

## PTA

6.5.2. Activities and support from PTA

## MANAGEMENT LEVEL

2.3.1. Percentage of teachers using ICT for effective Teaching with Learning Management Systems, E-learning resources

4.1. Budget allocation – infrastructure development

4.1.2. Facilities in campus, classrooms, lab (developments)

4.2. Library investment

4.3. Technology upgradation – computer, internet, browsing facility (MGBPS)

4.3.3. Facility for e-content

4.4.1. Maintenance expenditure

5.1.2. Number of capability enhancement

Soft skill development

Remedial coaching

Language lab

Bridge courses

Yoga, meditation

Personal counseling

Mentoring

6.3. Teacher – programme (financial support)

6.3.2. Training programme organized (teaching, non teaching)

6.3.4. Staff welfare schemes

6.5.3. Development programme for support staff

6.5.4. Post accreditation initiatives

6.5.5. AISHE portal data submission, NIRF participation, ISO, NBA

6.5.6. IQAC programme organized

7.1.2. Energy – alternatives usage, environment consciousness

7.1.4. Initiatives taken to address locational advantages

7.1.5. Code of conduct handbooks (for various stakeholders)

7.1.6. Activities to promote Values and Ethics

7.1.7. Eco-friendly initiatives

K. C. D. D. D.  
26/11/19

J. Prasad  
26/11/19.



ACADEMIC YEAR – 2019-20 (ODD sem)

**Staff Council Meeting-V  
Minutes of Meeting**

08.11.2019

Principal convened **Staff Council meeting V** for the academic year on **07.11.2019 between 3.00 pm and 5.10 pm** at Secretary office. Presentation by HoDs was scheduled in addition to the regular agenda listed below. Secretary & Principal reviewed the progression made by the departments and suggested areas for improvement during the meeting.

- I Yr classes (By HoD S&H)
  - Assessment Test-II performance
  - Status of syllabus completion (theory, lab)
  - Class committee meeting report
- Plan for forthcoming semester
  - Question bank, Lab manual – printing deadline
  - Lab readiness
  - IV Year
    - Swayam course
    - Refresher courses
    - Project work
- Siemen's NITT, course schedule
  - II Year , III Year
    - Internships enrolment
- Promotion of English Communication skills
- Learning material (e-version)
- Training & Placement department
  - Training schedule
  - Online tests
  - CUIC interview participation
- Course material
- Tuition fee status
- Other related matters

• **Learning material (e-version)**

- Faculty shall prepare e-version of learning material. For problem based courses, faculty handwritten material/ e-version shall be prepared. The following aspects to be covered in the content
  - Topicwise content presented in a simplified manner.
  - Coverage should be exhaustive providing the complete scope of the topics.
  - Topicwise expected question list to be included.
  - Keypoints shall be highlighted for every topic.
  - Content presentation style should encourage learners for their process.
  - Suitable book exercises, application based questions with solution to be added for every unit.
  - Unitwise formulae list to be included for problem based courses.
- **HoDs to verify the material (Unit I-III) and submit to Principal office on 09.12.19. Material for Units IV, V to be submitted on 20.01.19.**

**Members present**

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator

*J. Praveen*  
08/11/19.

**PRINCIPAL**

**ACADEMIC YEAR 2019-20 (EVEN SEMESTER)**  
**INTERNAL QUALITY ASSURANCE CELL**

**ACTION PLAN**

| <b>Activity</b>  | <b>Objective</b>   |
|--|--|
| Submission of <b>proposal to NAAC for Conference, Workshop</b>   | Promotion of Quality, culture and Networking (Dec'19)  |
| <b>Department activities report (2019-20)</b>  | Target setting (Dec'19)<br>Target VS Execution report (Apr'20)   |
| <b>AQAR submission (2018-19)</b>   | Self-evaluation cum submission mandate of NAAC (planned during ODD extended due to Online submission - updations) - (Feb'20) |
| Scheduling of Programmes & Organizing<br><b>1. Spoken Tutorial workshop (Students, Staff)</b><br><b>2. Virtual Lab session</b>   | Promotion of Technical skills & ICT enabled session (Deadline 1 week of Mar'20)  |
| <b>Tracking of</b><br><b>1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session &amp; evaluation</b><br><b>2. SWAYAM &amp; NPTEL course registrations (staff &amp; students)</b> |  |
| <b>NAAC sponsored Workshop</b> on "Innovative Pedagogy & ICT enabled Teaching Learning Practices"  | Enhanced teaching learning practices enrichment among faculty members- (Jan'20)  |
| <b>Virtual Lab Sessions</b>  | Content Beyond syllabus for lab sessions<br>Deadline - (Feb'20)  |
| <b>Learning Outcome attainment analysis report &amp; department level presentation</b>   | Student progression tracking -(Feb'20)   |
| <b>Stakeholder interaction</b><br>Session by renowned Alumni   | Sharing of experience by Alumni by students and guidance - Minimum 1 session by every department (Deadline Mar'20)           |
| <b>Internal Staff Seminar</b>  | Staff enrichment on quality aspects (Mar'20)   |
| <b>Workshop for Faculty in association with IIT, Bombay.</b>   | Staff enrichment initiative (Feb'20)   |

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener' / incharges action plan and execution

*K. S. Srinivasan* 6/12/19  
**IQAC COORDINATOR**

*J. Praveen*  
 6/12/19  
**PRINCIPAL**



**ACADEMIC YEAR - 2019-20 (EVEN sem)  
IQAC**

**SPOKEN TUTORIAL WORKSHOP PLAN**

| Department | Year      |         |         |
|------------|-----------|---------|---------|
|            | II Yr.    | III Yr. | IV Yr.  |
| CIVIL      | GIMP      | Blender | Blender |
| CSE        | PhP MySQL | Blender | Latex   |
| ECE        | Arduino   | eSim    | eSim    |
| EEE        | eSim      | eSim    | eSim    |
| MECH       | GIMP      | Blender | Blender |

**Course Description**

| Course     | Application   |
|------------|---|
| GIMP       | Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of <b>Photoshop</b> . |
| Blender    | Open source equivalent to Maya and 3DMax. Useful to create 3D Animation for Architecture & Animation students   |
| PhP My SQL | Package for developing interactive websites and establishing back-end connectivity with a database - Famous websites using PHP include Facebook, Google, and Wikipedia  |
| Latex      | <b>LaTeX</b> is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/publishing documents from science/ arts/ commerce fields.   |
| Arduino    | <b>Arduino</b> is open source hardware, software and micro-controller based kit. It is used for building digital devices and interactive objects that can sense and control physical devices  |
| eSim       | eSim (previously known as Oscad / FreeEDA) is an open source EDA tool for circuit design, simulation, analysis and PCB design. It is an integrated tool built using open source software such as KiCad  |

*K. S. Srinivasan* 2/1/2020  
IQAC COORDINATOR



IQAC Meeting Attendance  
Jan 2020  
(3/1/2020)

| S. no. | Staff name        | Signature                     |
|--------|-------------------|-------------------------------|
| 1.     | O. Veenuila       | O. Veenuila<br>03/01/2020.    |
| 2.     | K. Arun           | K. Arun<br>03/01/2020         |
| 3.     | G. Jayathirishman | G. Jayathirishman<br>3/1/2020 |
| 4.     | S. R. Karthikeyan | S. R. Karthikeyan<br>3/1/2020 |
| 5.     | Aswin.M           | Aswin.M<br>3/1/2020.          |



A NAAC Accredited Institution  
**KINGS**  
COLLEGE OF ENGINEERING  
Recognized under 2(f) & 12(B) of UGC  
Approved by AICTE, New Delhi  
Affiliated to Anna University, Chennai



**ACADEMIC YEAR - 2019-20 (EVEN sem)**  
**Staff Council Meeting-I**  
**Minutes of Meeting**

**10.01.2020**

Principal convened **Staff Council meeting I** for the even semester of academic year on 08.01.2020 **between 2.00 pm and 4.30 pm** at Conference hall with the following agenda.

- Training & Placement cell activities
- Department Target & Action Plan
- NAAC Reaccreditation initiatives
- Reports by respective incharges
  - Programme Advisory Committee - External review report
  - FVFS, IHT & Internship reports
  - Class committee Meeting - report
- Forthcoming events
  - NAAC Sponsored faculty workshop
  - Pongal celebrations
  - Conference initiatives
- Conduct of Competency Development Classes
- Fee payment status
- Admission initiatives
- Other related matters

### **Department Target & Action Plan**

Departments to submit Target for the semester in the template followed earlier. Best Practice of the department to be strengthened and outcome attainment to be ensured.

### **NAAC Reaccreditation initiatives**

Proposed action plan of the department to be executed maintaining the standards so that NAAC reaccreditation will be easier. Department target & events will aid in achievement of institutional ranking. Hence, departments to balance academics and also strengthen our attainment of target. With the support of the initiatives taken by the departments, we are aiming for better ranking positions at NIRF and Atal Ranking of Institution in Innovation and Achievements. Research & Outreach initiatives to be strengthened and need based extended works to be carried out by all the departments. All reports to be maintained by the departments.

### **Reports by respective incharges**

- **Programme Advisory Committee - External review report**  
External PAC member review was made by all the departments during Dec'19. PAC external member of respective departments has shared suggestions and recommendations based on the report prepared by the department. For future reviews, departments to receive more appreciations for the efforts taken. All recommendations made by the expert to be incorporated. Major highlights were shared during the meet.
- **FVFS, IHT & Internship reports**  
FVFS and IHT & Internship reports to be submitted by Dr.T.Shanthi on or before 20.1.2020.
- **Class committee Meeting - report**  
Departmentwise general requirements made during CCM were verified. Suitable actions were recommended.

### **Forthcoming events**

- **NAAC Sponsored faculty workshop**  
IQAC team is organizing NAAC sponsored workshop for faculty on "Innovative Pedagogy and ICT enabled Teaching Learning Practices". Departments to nominate 4 faculty members for the event.

### **Members present**

VP  
HoD i/c. Civil, ECE  
Dr.P.P.Shantharaman (for HoD/Mech)  
Ms. N.Rajeswari (for HoD/EEE)  
IQAC Coordinator

J. Shanthi  
10/1/2020  
PRINCIPAL



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance(08.1.2020)

| S.No | Staff Name                 | Designation                | Signature                      |
|------|----------------------------|----------------------------|--------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        | J. Arputha<br>8/1/2020         |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar<br>8/1/2020       |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi<br>8/1/20           |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      | R. Revathi<br>8/1/2020         |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | - OD -                         |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | M. Mangaiyarkarasi<br>8/1/2020 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. M. Ruban<br>8/1/2020        |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj<br>8/1/20         |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | - OD -                         |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | - OD -                         |
| 11   | Dr.R.Senguttuvan           | HoD/Eng                    | - OD -                         |
| 12   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | - OD -                         |
| 13   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami<br>8/1/2020        |
| 14   | Ms.R.Ponni                 | ISO Coordinator            | - OD -                         |



9.02.2020

**Academic Year 2019-20 (EVEN Sem)  
IQAC MEETING-II**

**Minutes of Meeting**

**IQAC Meeting for the month of Feb'20 was held on 7.2.20 at CSE Lab between 12.30pm and 1.30pm. Completion status of planned initiatives was verified and forthcoming activities to be completed was briefed by IQAC coordinator.**

- Department level presentation to be made during every semester commencement about progression of activities, events for the completed period. Attainment of set Department level target to be analyzed. Suitable planning to be made based on the identifications.
- Alumni recommendations during interactions to be recorded and submitted as report at the end of every semester.
- Spoken tutorial sessions were completed by the departments of CSE, Civil. Other departments will be completed as per their schedule. NPTEL session tracking, Virtual lab session tracking to be made. Reports to be submitted at end.
- DER revision is proposed. Revised version will be discussed at SCM and finalized .
- Department activities report (ODD sem) to be submitted by all departments.
- NITTR programmes enrolment and participation to be made as a part of faculty enrichment initiative.
- Efforts towards strengthening Academic linkages to be made and continuous collaborative activities to be made periodically.

**Members present**

Civil, CSE, ECE, EEE, MECH, S&H

*K. Adarsh* 9/2/20  
**IQAC Coordinator**

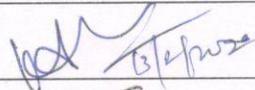
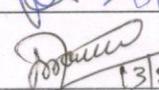
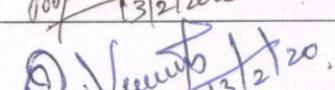
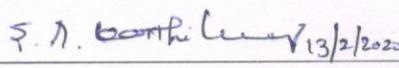
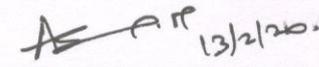
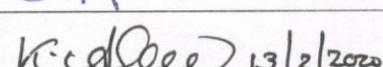
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All IQAC members



## INTERNAL QUALITY ASSURANCE CELL

### ATTENDANCE SHEET

| S.NO | STAFF NAME                      | SIGNATURE  |
|------|---------------------------------|--|
| 1    | Mr.K.ARUN/ CIVIL                | <br>13/2/2020   |
| 2    | Mr.R. SRIRAM KUMAR/CSE          | <br>13/2/2020   |
| 3    | Ms.D.VENNILA/ECE                | <br>13/2/2020   |
| 4    | Mr.S.R.KARTHIKEYAN/EEE          | <br>13/2/2020   |
| 5    | Mr.M.ASWIN/MECH                 | <br>13/2/2020   |
| 6    | Mr.G.JEYAKRISHNAN/S&H           |                |
| 7    | Ms.K.ABHIRAMI/ IQAC COORDINATOR | <br>13/2/2020 |

J. Praveen  
13/2/2020

PRINCIPAL



6.03.2020

**Academic Year 2019-20 (EVEN Sem)  
IQAC MEETING-III  
Minutes of Meeting**

**IQAC Meeting for the month of Mar'20 was held on 6.3.20 at CSE Lab between 12.45pm and 1.45pm. Status of planned activities for even semester was reported by the members.**

- Spoken Tutorial workshops were completed by all departments. FDP is planned during vacation period (May'20)
- NPTEL sessions & Virtual lab sessions were executed by all. Alumni interactions was organized and also planned during vacation period.
- Internal staff seminars were organized by all departments.
- Overall activity summary report, softcopy of all activities to be submitted at IQAC folder for reference.
- Student Quality circle meet for the semester was completed. Minutes of meeting was elaborated at SCM.
- Variety of PCE skills to introduced to cater the needs of all category students. Online tools to be utilized for student centric activities.
- e-material for all courses, PPTs, NPTEL videos, question bank are to be stocked at department library for future reference.

**Members present**

Civil, CSE, ECE, EEE, MECH, S&H

*K. Allee* 6/3/20  
**IQAC Coordinator**

**Copy to:**

All IQAC members

### Professional & Career Enhancement skills

| S.No | Activity   | Advanced learner | Average learner | Slow learner |
|------|--|------------------|-----------------|--------------|
| 1    | Certification courses related to subject (like Swayam / NPTEL )                                  | √                | √               |              |
| 2    | Mini-Project (Simulation / Prototype model / Product)  | √                | √               | √            |
| 3    | GATE Paper solving (subjectwise)   | √                | √               |              |
| 4    | Paper publication - Conference / Journal   | √                | √               | √            |
| 5    | Circuit Design / Model making  | √                | √               | √            |
| 6    | Machine assembly, identification of component  | √                | √               | √            |
| 7    | Case study presentation  | √                | √               |              |
| 8    | Role Play  | √                | √               | √            |
| 9    | Quiz   | √                | √               | √            |
| 10   | Paper presentation - Intra department activity (ref. journal paper available at Central library) | √                | √               | √            |
| 11   | Coding, Debugging exercise (Programming courses)   | √                | √               | √            |
| 12   | Mind-Map / concept map / memory matrix   | √                | √               | √            |
| 13   | Virtual Lab based evaluation   | √                | √               | √            |
| 14   | Market a Product (Management courses)  | √                | √               | √            |
| 15   | Picture prompt (Language courses)  | √                | √               | √            |
| 16   | Think break (problem solving)  | √                | √               | √            |

|    |  |   |   |   |
|----|--|---|---|---|
| 17 | Everyday Ethical dilemma presentation (Management courses)                                   | √ | √ | √ |
| 18 | Town / Dam / Earthquake proof (planning, estimation )- Civil courses                         | √ | √ | √ |
| 19 | Community service events / Team building exercises (Management courses)                      | √ | √ | √ |
| 20 | Poster Presentation  | √ | √ | √ |
| 21 | Industrial visit (post visit presentation on learning)                                       | √ | √ | √ |
| 22 | Discussions / Debates (Language courses)   | √ | √ | √ |
| 23 | Design Events (design of wind turbine/ machines / wind powered LEDs / devices / robots etc.) | √ | √ | √ |
| 24 | Application of concept   | √ | √ | √ |

**Note:**

1. Google Classroom shall be utilized for allocation of activities for students (as applicable)
2. Any other suitable event / activity shall be included.

*K. K. K.*  
IQAC coordinator



**ACADEMIC YEAR – 2019-20 (EVEN sem)**  
**Staff Council Meeting-III**  
**Minutes of Meeting**

20.03.2020

Principal convened **Staff Council meeting III** for the even semester of academic year on **19.3.2020 between 2.00 pm and 4.30 pm** at Conference hall with the following agenda.

- Department level study slot utilization strategy (By HoDs)
  - Model examination question set revision
  - Completion of Lab records (II, III Yr.)
  - Project work & documentation (IV Yr.)
- Planned initiatives for the period - completion status (By HoDs)
- Department Activity summary report (Dec-Mar'2020)
- Student quality circle meet - MoM
- Counseling report - overall
- Preparatory works for forthcoming 2020-21 ODD semester
- Subject allocation & workload
- Learning material preparations
- Lab readiness & maintenance works
- Submission of budget for the year 2020-21.
- T&P initiatives for the period
- Events plan
  - Project expo
  - NCON 2020 (Mech, CIVIL, S&H) plan
  - College Day
- Nominations for Awards
- Kings Times magazine – submissions
- Admission initiatives

**Department level study slot utilization strategy (By HoDs)**

- **Model examination question set revision**
- **Completion of Lab records (II, III Yr.)**
- **Project work & documentation (IV Yr.)**

Due to Coronavirus, precautionary measure, Government declared holiday for educational institution from 17.03.2020 to 31.03.2020. Hence, E-mode posting of unitwise question list to respective classes was made in all departments. Students were insisted to utilize the slot for exam preparation. They were also insisted to complete record works. Project documentation to be verified and approved by respective guides. 2 sets of question paper were circulated among students for their reference.]

**Admission initiatives**

- Summer camp on various titles is planned for School students. Brochure will be distributed and programme will be organized. Free transport facility and food will be provided for all participants.
- Staff members shall do necessary campaign promoting admission. ]

**Members present**

VP

HoDs Civil, CSE, ECE, EEE, MECH

Academic Coordinators – EEE, S&H

IQAC Coordinator

**PRINCIPAL**



**KINGS**  
COLLEGE OF ENGINEERING  
(N.A.C. Accredited Institution)  
(Approved by AICTE, New Delhi, Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance(19.3.2020)

| S.No | Staff Name                 | Designation                   | Signature                         |
|------|----------------------------|-------------------------------|-----------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal &<br>HOD/ECE        | J. Arputha<br>19/3/2020           |
| 02   | Dr.S.Sivakumar             | VP                            | S. Sivakumar<br>19/3/2020         |
| 03   | Dr.T.Shanthi               | Project Officer               | - L -                             |
| 04   | Ms.R.Revathi               | HOD/Civil<br>(in-charge)      | R. Revathi                        |
| 05   | Dr.S.M.Uma                 | HOD/CSE                       | S. M. Uma                         |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE<br>(in-charge)        | M. Mangaiyarkarasi.N<br>19/3/2020 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                       | A. M. Ruban<br>19/3/20            |
| 08   | Dr.T.Pushparaj             | HOD/MECH                      | T. Pushparaj<br>19/3/20           |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                       | - L -                             |
| 10   | Ms.T.Gnanajeya             | Academic<br>Coordinator/I yr. | T. Gnanajeya<br>19/3/20           |
| 11   | Dr.R.Senguttuvan           | HoD/Eng                       | -                                 |
| 12   | Mr.R.Sundara Moorthi       | Academic<br>Coordinator/EEE   | R. Sundara Moorthi                |
| 13   | Ms.K.Abhirami              | IQAC/Coordinator              | K. Abhirami                       |



**ACADEMIC YEAR 2018-19 (ODD SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

**ACTION PLAN**

| <b>July</b>   |   |
|---|---|
| <b>Activity</b>   | <b>Objective</b>  |
| 2017-18 (Overall) activity report   | Progression identification                                    |
| PCE planning for courses  | Support for Course outcome attainment                         |
| <b>August</b>   |   |
| Learning Outcome Report for 2017-18 Even sem courses (AU Results based)   | LO identification for courses                                 |
| Spoken Tutorial Workshop (IV, III Yr. classes)  | Technical Skill enrichment for students                       |
| <b>September</b>  |   |
| Virtual Lab Sessions  | Content Beyond syllabus for lab sessions                      |
| Stakeholder interaction Session by renowned Alumni  | Sharing of experience by Alumni by students and guidance      |
| Entry level analysis reports (2017-18) & (2018-19)  | Identification of current status, aiding for future plan      |
| <b>October</b>  |   |
| Internal seminar session enhancing use of technology in teaching  | Promotion of use of technology in teaching-learning practices |
| <b>November</b>   |   |
| Analysis reports <ul style="list-style-type: none"> <li>• Stakeholder interactions</li> <li>• Student achievements</li> <li>• Staff achievements</li> </ul> | Identification of current status, aiding for future plan      |

**Periodical activities as per schedule**

- AQAR report preparation and submission
- Tracking of ICT enabled classes (NPTEL sessions, Video based sessions, CBTs etc.)
- Internal assessment question paper verifications by respective department IQAC member.
- Institutional Committee as per respective action plan
- Regular meetings with various representatives, committee members, in-charges
- Academic Audits by assigned team & Principal for academic routines
- Feedback from stakeholders as per schedule for various activities
- Follow-up action, Preventive corrective measures based on stakeholder interactions.

*K. S. Sreejith* 9/7/18  
**IQAC COORDINATOR**

*J. Praveen*  
25/7/2018  
**PRINCIPAL**



**ACADEMIC YEAR 2018-19 (Odd Sem)**  
**Internal Quality Assurance Cell (IQAC)**

**Proposed Spoken Tutorial Workshop details**

| Branch   | Year   | Tutorial       | Detail on Workshop   |
|----------|--------|----------------|--|
| CIVIL    | II     | QCAD           | Open Source Application to CAD   |
|          | III    | Inkscape       | Graphics software equivalent to Coreldraw & Illustrator                          |
| CSE      | II     | Linux & Ubuntu | Operating System with neutral to attacks   |
|          | III    | Python         | Numerical computation software for Engg.   |
|          | IV     | Drupal         | Open source content management system for Website-building and web applications. |
| ECE, EEE | III Yr | Oscad**        | EDA tool for circuit design, simulation, analysis and PCB design                 |
|          | IV Yr  | Scilab         | Alternative to MATLAB, useful for Mathematic & Scientific calculation            |
| Mech     | III Yr | OpenFOAM       | Computational fluid dynamics software  |
|          | IV Yr  | Latex          | Typesetting software for preparing reports and publishing documents              |

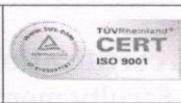
\*\* Training only. No Certification.

**Note:**

1. 2 Hrs. slot is required for workshop participation. 1 Hr. duration for Online test. Minimum of 1 week duration after workshop participation is required to appear for Online test.
2. Forenoon session shall be opted for the workshop and test. Dates will be blocked for participation based on department requirements.
3. IQAC department members to submit Database of II Year students for Master Database entry with the portal.

*K. S. Srinivasan* 25/7/18  
**IQAC Coordinator**

*J. Srinivasan* 25/7/18  
**PRINCIPAL**



**Academic Year 2018-19 (ODD Sem)**  
**IQAC MEETING-I**  
**Minutes of Meeting**

**IQAC Meeting for the month of July'18 was held on 25.7.18 at Principal cabin between 2.00 pm and 3.15pm.**

Principal appreciated the team for executing assigned roles successfully and insisted for consistent support in raising the quality factors in the academic processes. Principal also remained about the AICTE recent proposal of considering NBA accreditation for courses towards Institutional approval process. Hence, the team should support the quality raising efforts.

Principal directed and motivated the team to encourage department members on the following issues

- Effective conduct of **CDC classes** with more practical approaches. Feedback will be collected to identify effectiveness.
- **Identification of PCE skill** (Professional and Career Enrichment) for the current semester courses to map with course outcome attainment. Ideas were discussed among the members. IQAC team with the consent of department members will get approval for PCE skills (Deadline 30.07.18).
  - PCE skill can be mapped with CDC classes / professional society activities / lab experiments (content beyond syllabi experiment) / paper presentations (external) / GATE paper solving/ Case study presentation etc (as applicable) for advanced learner and Quiz / CBT based exercise etc for average and slow learners.
  - Activity shall be convened during first and second month of the semester.
- **APH execution**
  - Subject 1 & 2 before AT1, Subject 3,4 before AT2, Subject 5,6 before Model. In case of pending APH, distribute 3 subject slots before AT2 and 3 subject slots before Model.
  - Students undergoing Assignment presentation shall be excluded from written assignment. 10 marks weightage for assignment presentation for the respective subject.
- **SWAYAM online courses**
  - Course to be identified based on academic slots availability
  - Credits for the faculty encouraging Swayam course certification by the students.
- **Project work**
  - In-House projects to be encouraged.
  - Impact of IHT at industries shall leverage for project work identification and implementation.
  - Civil, Mechanical departments to utilize **Journals** available at Central library.
  - Paper presentation (Conference, Journal) to be mandated for students. Survey paper shall also be made during VII semester.

- **NPTEL certification**

- Faculty members should undergo NPTEL online course and get certification. NPTEL certification is given equivalence to FDP by AICTE. AICTE and NPTEL has signed MoU for awarding FDP certification for the courses. Deadline (Dec'18).

IQAC coordinator reported on the execution of activities as per the action plan for the year 2017-18. Entry level analysis for the year 2017-18 will be completed along with 2018-19 for planning. Coordinator remained on the IQAC Objectives

- Setting and attainment of quality benchmarks
- Facilitation of Learner-centric environment & raising quality in Teaching learning process
- Arrangement of feedback from all stakeholders (Students, Parents, Alumni, Staffs, Society)
- Organizing inter / intra programmes on quality themes
- Documentation of activities / programmes

Action Plan for the semester was detailed by the Coordinator. Members were requested to complete activities as per deadline. Members were requested to act as a catalyst in raising the standards.

**Note : Members to brief on the IQAC MoM during respective DRM without fail.**

**Members present**

Civil, ECE, EEE, Mech, S&H

*K. Reddy* 26/7/18  
IQAC Coordinator

**Encl:**

**Action Plan & Spoken Tutorial plan.**

**Copy to:**

All IQAC members

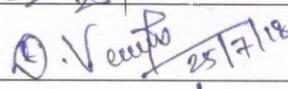
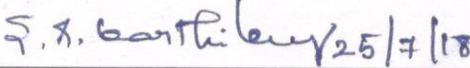
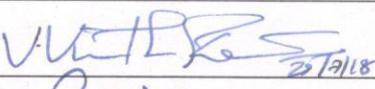
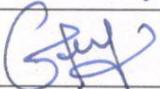
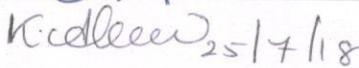
*J. Prasad*  
26/7/18



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - July'18

| IQAC Members                 | Signature   |
|------------------------------|---|
| Mr.K.Arun/Civil              | <br>25/7/18   |
| Ms.D.Vennila/ECE             | <br>25/7/18 |
| Mr.S.R.Karthikeyan/EEE       | <br>25/7/18 |
| Mr.V.Vinnothkannan/Mech      | <br>25/7/18 |
| Mr.G.Jeyakrishnan/Maths(S&H) |              |
| Ms.K.Abhirami                | <br>25/7/18 |
| PRINCIPAL                    | <br>25/7/18 |



**ACADEMIC YEAR - 2018-19 (ODD Sem)  
Staff Council Meeting-I  
Minutes of Meeting**

05.7.2018

Principal convened **Staff Council meeting I** for the semester on **05.07.2018** between **10.00 pm and 12.30 pm** at Conference Hall with the Agenda of Academic year 2018-19 Planning.

**Plan for forthcoming academic year 2018-19**

- **Competency Development Classes (CDC)** introduced during this year to be effectively organized by the departments. Necessary planning to be made by the departments to attain the objective of CDC. Common CDC for II year classes will be organized.
- **Revision classes** are to be meticulously planned and executed by the departments.
  - Test on One 16 mark question to be conducted during the respective subject revision slot.
  - Question set (2 question per subject) to be given prior week itself. Students should come prepared for the test. On the day of respective subject revision slot, staff member to select 1 question for the test.
  - Students should secure minimum of 80% in the revision test. Defaulters, Failures shall be retained during extended working hours by the respective staff till successful completion of the test by the students.
  - Revision test should be written on Assignment cum Test notebook. Notebook should be retained by the staff member. Issue of notebook to the students should be made during assignment and test periods only.
  - **Necessary records to be produced by the staff for verifications.**

**Members present**

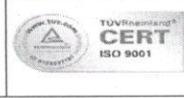
VP, HODs - CSE, EEE, MECH, S&H; HoD i/c.- Civil, ECE, Coordinator - Maths  
IQAC Coordinator

*J. M. M. M. M.*  
05/7/18.

**PRINCIPAL**

**CC:**

1. Secretary
2. CEO
3. Vice-Principal
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)



23.08.2018

**Academic Year 2018-19 (ODD Sem)**  
**IQAC MEETING-II**  
**Minutes of Meeting**

**IQAC Meeting for the month of Aug'18 was held on 23.8.18 at CSE Lab between 12.30 pm and 1.15pm. IQAC Coordinator briefed on the activities to be completed for the month of Aug'18 and action plan for the month of Sep'18.**

**Aug'18 activities**

1. **Professional and career enhancement (PCE) activities** was proposed and approved by all departments. For I Year PCE skills will be identified and submitted. Department members were requested for completion of the activity before Model examination commencement.
2. **LO report to be generated** for 2017-18 Even semester courses after revaluation results publication.
3. **Tracking of NPTEL sessions** is initiated in all departments.
4. **Spoken Tutorial session planning** to be made in all the departments checking the availability of Lab slots at CSE. Members to **confirm slots** for conduct of **workshop and test** before **31.08.18**. Sessions will be completed by september'18 due to introduction of fee payment and registration process.

**Sep'18 activities**

1. **Virtual Lab sessions** will be planned and conducted during this month. Members to refer list and plan for the Virtual lab sessions. Student evaluation should be made for the respective sessions.
2. **Motivational / Technical session** will be organized inviting Alumni from Industries.
3. **Entry Level Analysis** will be made identifying student proficiency. Reports will be utilized for further planning.
4. **Swayam course registration status** to be submitted by IQAC members. Department members to be guided and motivated.
5. **NPTEL certification course status** to be submitted by IQAC members. Department members to be guided and motivated.

**Note:**

**Tracking of Department activities for the academic year to be made by the IQAC members.**

**Members present**

Civil, ECE, EEE, S&H

*K. S. Srinivasan* 23/8/18  
IQAC Coordinator

**Copy to:**

All IQAC members

*J. Srinivasan*  
23/8/18



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Aug'18

| IQAC Members                 | Signature                           |
|------------------------------|-------------------------------------|
| Mr.K.Arun/Civil              | <i>K. Arun</i><br>23/8/18           |
| Ms.D.Vennila/ECE             | <i>D. Vennila</i><br>23/8/18        |
| Mr.S.R.Karthikeyan/EEE       | <i>S. R. Karthikeyan</i><br>23/8/18 |
| Mr.V.Vinnothkannan/Mech      | on leave                            |
| Mr.G.Jeyakrishnan/Maths(S&H) | <i>G. Jeyakrishnan</i>              |
| Ms.K.Abhirami                | <i>K. Abhirami</i>                  |
| PRINCIPAL                    |                                     |



**ACADEMIC YEAR – 2018-19 (ODD Sem)**  
**Staff Council Meeting-II**  
**Minutes of Meeting**

**02.8.2018**

Principal convened **Staff Council meeting II** for the semester on **01.07.2018** between **2.00 pm and 4.45 pm** at Conference Hall with the following agenda

- Status of completion
  - 2017-18 (even sem) log book, master attendance, daily portion register updations completion
  - Course file verification (I Year and PG) courses
  - Tuition fee payment
  - In-House training – presentation & report
  - Study material issue
  - Regulations 2017 – highlights
  - Bookbank proposal
  - Symposium plan
- Effectiveness of CDC & KDC classes
- Week test - I, Retest performance (utilization of improvement tests)
- Assignment Presentation Hour
- EDUMATE updations
- IQAC MoM & Action plan
- IQAC Student representative meet - MoM
- Department student enrichment activities
  - Guest Lecture / Workshop
  - Professional Society activities
- Class Committee overall report (ATR)
- Bridge course for I Yr . classes
- Other related matters

Principal insisted for raise in level of commitment by all staff members and contribute for the improvement in results and quality factors thereby uplifting the institutional ranking. All steps taken for student upliftment should be implemented by departments meeting the standard expected.

### Effectiveness of CDC & KDC classes

Exclusive slots are allotted from this semester for advanced learner and others as Competency Development classes and Knowledge Development Classes (Revision classes) respectively. Utilization of these slots to be made as per plan. Based on the students performance, suitable approaches for improvement shall be decided by the departments. Departments to ensure objective of these sessions are met.

#### Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Coordinator - Maths

IQAC Coordinator

CSE - *H. N. N. N.*  
EEE - *J. R. R. R.*

*J. R. R. R.*  
03/8/18  
PRINCIPAL

#### CC:

1. Secretary *[Signature]*
2. CEO
3. Vice-Principal
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)



**KINGS**  
COLLEGE OF ENGINEERING  
(NAAC Accredited Institution)  
(Approved by AICTE, New Delhi, Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING-II

Attendance

| S.No | Staff Name                 | Designation           | Signature                          |
|------|----------------------------|-----------------------|------------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE   | J. Arputha Vijaya Selvi<br>01/8/18 |
| 02   | Dr.S.Sivakumar             | VP                    | S. Sivakumar<br>11/8/18            |
| 03   | Dr.T.Shanthi               | Project Officer       | T. Shanthi<br>11/8/18              |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge) | R. Revathi<br>11/8/18              |
| 05   | Dr.S.M.Uma                 | HOD/CSE               | S. M. Uma<br>11/8/18               |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)   | M. Mangaiyarkarasi.N<br>11/8/18    |
| 07   | Mr.Albert Martin Ruban     | HOD/EEE               | A. Martin Ruban<br>11/8/18         |
| 08   | Dr.T.Pushparaj             | HOD/MECH              | T. Pushparaj<br>11/8/18            |
| 09   | Dr.V.Sureshkumar           | HOD/S&H               | V. Sureshkumar<br>11/8/18          |
| 10   | Ms.T.Gnanajeya             | Coordinator/Maths     | T. Gnanajeya<br>11/8/18            |
| 11   | Ms.K.Abhirami              | IQAC/Coordinator      | K. Abhirami<br>11/8/18             |

24.09.2018

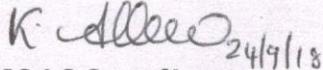
**Academic Year 2018-19 (ODD Sem)**  
**IQAC MEETING-III**

**Minutes of Meeting**

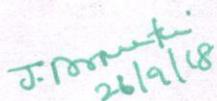
**IQAC Meeting for the month of Sep'18 was held on 24.9.18 at CSE Lab between 12.30 pm and 1.00pm. IQAC Coordinator recorded the status of activities completion as on date.**

| Activity  | CIVIL                  | CSE       | ECE      | EEE      | MECH     | S&H     |
|---|------------------------|-----------|----------|----------|----------|---------|
| <b>Spoken Tutorial</b><br>1. Workshop<br>2. Online test | Even sem               | 2 classes | Even sem | 2classes | Even sem | -       |
| <b>Learning Outcome attainment report</b>               | *                      | *         | √        | *        | *        | *       |
| <b>Virtual Lab sessions</b>                             | Even                   | Even      | Even     | Even     | Even     | -       |
| <b>Alumni interaction session</b>                       | √                      | √         | √        | √        | √        | -       |
| <b>Entry Level Analysis</b>                             | Report to be submitted |           |          |          |          |         |
| <b>Swayam Course</b><br>1. Staff<br>2. Student          | Even                   | Even      | 27       | 10       | Even     | Even    |
| <b>NPTEL session tracking</b>                           | √                      | √         | √        | √        | √        | Ongoing |
| <b>PCE skill execution tracking</b>                     | √                      | √         | √        | √        | √        |         |

\* Report to be submitted

  
 K. Albee 24/9/18  
 IQAC Coordinator

**Copy to:**  
All IQAC members

  
 J. Romanki  
 26/9/18



**ACADEMIC YEAR 2018-19 (ODD Semester)**

**14.09.18**

**CIRCULAR**

**SWAYAM** is a programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality.

List of courses categorywise offered during forthcoming month is listed for reference. Staff members shall choose appropriate course, attend course online and appear for test and get certification offered by MHRD & AICTE for the chosen course.

| Course Title  | Course Length | Course schedule                          | Weekly time commitments | Category                |
|---|---------------|--|-------------------------|-------------------------|
| Quality Assurance in Engineering Education                                    | 40 Hrs        | Start date:17.09.18<br>End Date:11.11.18 | 5 Hrs.                  | Engineering             |
| Energy Efficient And Sustainable Architecture: Concepts And Design Strategies | 45 Hrs        | Start date:17.09.18<br>End Date:11.11.18 | 6 Hrs.                  | Architecture & Planning |
| Curriculum Implementation and Evaluation                                      | 20 Hrs        | Start date:27.09.18<br>End Date:21.11.18 | 3 Hrs.                  | Education               |
| Human Resource Management   | 60 Hrs.       | Start date:1.10.18<br>End Date:4.1.19    | 4 Hrs.                  | Education               |
| Real Time Power System Analysis And Smart Grid                                | 40 Hrs        | Start date:1.10.18<br>End Date:18.1.19   | 3 Hrs                   | Education               |
| Awareness Programme on Solar Water Pumping System                             | 30 Hrs        | Start date:3.10.18<br>End Date:1.11.18   | 7 Hrs                   | Science                 |

| Course Title   | Course Length | Course schedule                          | Weekly time commitments | Category                                   |
|--|---------------|--|-------------------------|--|
| Transforming Instruction through Blended classroom         | 40 Hrs        | Start date:15.10.18<br>End Date:09.12.18 | 4 Hrs.                  | Education, Engineering, Humanities         |
| ICT in Teaching and Learning                               | 20 Hrs        | Start date:15.10.18<br>End Date:09.11.18 | 5 Hrs.                  | Education                                  |
| Student Assessment and Evaluation                          | 40 Hrs        | Start date:19.10.18<br>End Date:14.12.18 | 5 Hrs.                  | Engineering                                |
| E-Content Development                                      | 40 Hrs        | Start date:28.10.18<br>End Date:24.12.18 | 3 Hrs.                  | Education, Library and Information Science |
| Redefining Laboratory Instruction using Virtual Laboratory | 20 Hrs        | Start date:29.10.18<br>End Date:26.11.18 | 5 Hrs.                  | Engineering                                |

Visit : <https://swayam.gov.in> for further details and registration.

Note: IQAC member of the department to track staff registration and participation in the respective department.

*J. Praveen*  
14/9/18

**PRINCIPAL**

Copy To:

1. Secretary
2. CEO
3. VP
4. All HoDs



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Sep'18

| IQAC Members                 | Signature                |
|------------------------------|--------------------------|
| Mr.K.Arun/Civil              |                          |
| Ms.D.Vennila/ECE             | D. Vennila<br>24/9/18    |
| Mr.S.R.Karthikeyan/EEE       | S.R. Karthikeyan/25/9/18 |
| Mr.V.Vinnothkannan/Mech      | Reported on 26/9         |
| Mr.G.Jeyakrishnan/Maths(S&H) |                          |
| Ms.K.Abhirami                | K. Abhirami              |
| PRINCIPAL                    |                          |



ACADEMIC YEAR – 2018-19 (ODD Sem)  
Staff Council Meeting-IV  
Minutes of Meeting

11.10.2018

Principal convened Staff Council meeting IV for the semester on 10.10.2018 between 2.00 pm and 4.00 pm at Conference Hall with the following agenda

- Identified tough subject – revision slot execution status
- Revision classes, Model Exams – Absentee followup
- Remedial classes – Plan
- Model Examinations Result Review Schedule
- Lab Monitoring Committee – Verification Report
- Staff Enrichment initiatives
- Counseling –II and CCM-III overall report
- PMKVY – Course Execution Plan
- Admissions 2019-20 - Initiatives
- Subject Allocation Plan for 2018-19 (Even Semester)
- I Yr Classes
  - Assessment Test – I results & Review schedule
  - Tuition Fee followup
- Motivational session
- Other related matters

**Staff Enrichment initiatives**

All faculty members should enrich their knowledge and upgrade. Importance of Faculty involvement in Research, Publications, Proposal submission was elaborated. Faculty members to undergo training cum certifications / publish papers.

- SWAYAM / NPTEL certifications
- Participation in FDP / STTPS organized by reputed institutions / NITs etc.
- Scopus indexed journal publications
- Research proposals
- Faculty-Visit-to-Factory during this winter period (by all faculties)

**Members present**

VP

Project Officer

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Coordinator - Maths

IQAC Coordinator

*J. Domestani*  
12/10/18

PRINCIPAL

CC:

1. Secretary *RB*
2. CEO
3. Vice-Principal – *S. Bhi*
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)



ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING

Attendance

| S.No | Staff Name                 | Designation           | Signature                        |
|------|----------------------------|-----------------------|----------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE   | J. Arputha Selvi<br>10/10/18     |
| 02   | Dr.S.Sivakumar             | VP                    | S. Sivakumar<br>10/10/18         |
| 03   | Dr.T.Shanthi               | Project Officer       | T. Shanthi<br>10/10/18           |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge) | R. Revathi<br>10/10/18           |
| 05   | Dr.S.M.Uma                 | HOD/CSE               | S. M. Uma<br>10/10/18            |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)   | M. Mangaiyarkarasi N<br>10/10/18 |
| 07   | Mr.Albert Martin Ruban     | HOD/EEE               | A. Martin Ruban<br>10/10/18      |
| 08   | Dr.T.Pushparaj             | HOD/MECH              | T. Pushparaj<br>10/10/18         |
| 09   | Dr.V.Sureshkumar           | HOD/S&H               | V. Sureshkumar<br>10/10/18       |
| 10   | Ms.T.Gnanajeya             | Coordinator/Maths     | T. Gnanajeya<br>10/10/18         |
| 11   | Ms.K.Abhirami              | IQAC/Coordinator      | K. Abhirami<br>10/10/18          |



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)  
INTERNAL QUALITY ASSURANCE CELL**

**ACTION PLAN**

| <b>December</b>   |   |
|---|---|
| <b>Activity</b>   | <b>Objective</b>  |
| AQAR submission (3 years)   | Self-evaluation cum submission mandate of NAAC                |
| Department activities (2018-19 Odd semester)  | Progression identification                                    |
| Scheduling of Programmes<br>1. Spoken Tutorial workshop (Students, Staff) – 2 sem<br>2. Virtual Lab session   | Promotion of Technical skills & ICT enabled session           |
| Tracking of<br>1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation<br>2. SWAYAM & NPTEL course registrations (staff & students) |   |
| <b>January</b>  |   |
| Conduct of Spoken Tutorial Workshop (IV, III, II Yr. classes)   | Technical Skill enrichment for students                       |
| Virtual Lab Sessions  | Content Beyond syllabus for lab sessions                      |
| <b>February</b>   |   |
| Stakeholder interaction Session by renowned Alumni  | Sharing of experience by Alumni by students and guidance      |
| <b>March</b>  |   |
| Exit survey – IV Yr. Students   | Stakeholder feedback  |
| Consolidation report on conduct of CDC & KDC classes (2018-19)  | Effectiveness identification                                  |
| <b>April</b>  |   |
| Internal seminar session enhancing use of technology in teaching  | Promotion of use of technology in teaching-learning practices |
| <b>May</b>  |   |
| Analysis reports<br>• Stakeholder interactions<br>• Student achievements<br>• Staff achievements<br>• Department progression  | Identification of current status, aiding for future plan      |

*K. Collette* 14/12/18  
**IQAC COORDINATOR**

*J. Praveen* 14/12/18  
**PRINCIPAL**



ACADEMIC YEAR 2018-19

06.12.18

### PROGRAMME ADVISORY COMMITTEE

*The Programme Advisory Committee (PAC)* is constituted with the goal of incorporating necessary components in the *Curriculum Implementation, Programme Assessment, Quality Improvement* and *Overall Development* of the Department.

#### Composition

- Academic Experts from IIT / NIT/ reputed higher learning institutes
- Industry experts
- Alumni
- Professional society member
- Head of the Department
- Programme Coordinator

#### Objective

- Monitor and provide recommendations for progress of the programme.
- Provides guidelines / suggestion in articulation, refinement of Programme Educational Objective(PEO), Programme Outcome(PO), Course Outcome(CO) attainment.
- Review and recommend improvements to instructional and course delivery strategies to optimize student learning experiences and outcomes.
- Assist, as appropriate, with the programme review process.
- Strengthen educational partnership and strategic linkages between University / Industries.
- Identify thrust areas and promote Research & Development activities.

#### Role (External Members)

##### 1. Academicians, Professional society member

- Review and provide suggestions on the Departmental progress for the year.
- Consider and recommend guidelines for attainment of CO, PO.
- Consider and recommend approval of PEO, PO and CO attainment.
- Review instructional delivery strategies and recommend for incorporation.

##### 2. Industry Expert, Alumni

- Provide suggestions for the Value addition initiatives to bridge curriculum gaps.
- Support establishing linkages with industries and other bodies.
- Provide suggestions for overall advancements

### **Roles and responsibilities (Internal Members)**

- Formulate and recommend for approval
  - Value addition initiatives like Guest lecture, Seminar, Workshops, VAC, Online Courses, My Credit courses, Industrial visits etc.
  - Professional and Career Enhancement (PCE) skills for the courses
  - Strategies to optimize student learning experiences and outcomes.
  - PEO, PO, CO attainment for the courses and batches as appropriately. Guide the department and ensure stated objectives as attained.
- Review and assess the objective attainment of all student enrichment initiatives (including Professional society activities, Project works etc.)
- Review reports on the achievements of students and staff members of the department, recommend for external review and submit to Principal for Governing Council appraisal.
- Identify opportunities for academic partnership with academia and industries.

*J. Praveen*  
6/2/14  
**PRINCIPAL**



ACADEMIC YEAR 2018-19

06.12.18

CIRCULAR

With the objective of formulating strategies for academic progression & assessing the attainment level, we are constituting Programme Advisory Committee & revising the IQAC Composition with effect from 2018-19 (Even Semester) onwards. Members concerned are directed to execute their assigned responsibilities, supported by the department members.

| Department | Programme Advisory Committee<br>Programme Coordinator (Internal member)             | IQAC Department Member         |
|------------|---|--------------------------------|
| CIVIL      | Mr.S.Kamaraj  | Mr.M.Arun                      |
| CSE        | Ms.K.Abhirami   | Mr.R.Sriramkumar               |
| ECE        | Mr.R.Balakrishnan   | Ms.D.Vennila                   |
| EEE        | Dr.S.Sivakumar, VP  | Mr.S.R.Karthikeyan             |
| MECH       | Mr.S.Giridharan   | Mr.J.Prince Jerome Christopher |
| S&H        | Dr.A.L.Kavitha (Phy & Chem)<br>Ms.T.Gnanajeya (Maths)<br>Mr.K.Albert Lawrence(Eng.) | Mr.J.Jeyakrishnan              |

**IQAC Advisors**

- Dr.D.Kumar, Prof/ECE, KCE, Thanjavur
- Dr.V.Violetjuli, HoD/ECE, Periyar Maniammai University, Vallam, Thanjavur
- Mr.S.Baskaran, Vice-Principal, Kuppam Engineering College, AP (External member)

In this regard, Departments are requested to identify and get consent from the following categories and submit details.

- Academic Experts from IIT / NIT/ reputed higher learning institutes
- Industry experts
- Alumni
- Professional society member

**Deadline : 21.01.19**

Meeting will be convened with the PAC members (internal) and IQAC members on 14.12.18.

*J. Praveen*  
6/12/18  
PRINCIPAL

Copy to:

1. Secretary
2. VP
3. All HoDs
4. Members concern

Encl:

1. About Programme Advisory Committee

ACADEMIC YEAR 2018-19

Meeting Attendance

| Department | Programme Advisory Committee Programme Coordinator (Internal member)                | Signature                   |
|------------|---|-----------------------------|
| CIVIL      | Mr.S.Kamaraj  | <i>[Signature]</i> 14/12/18 |
| CSE        | Ms.K.Abhirami   | <i>[Signature]</i> 14/12/18 |
| ECE        | Mr.R.Balakrishnan   | <i>[Signature]</i> 14/12/18 |
| EEE        | Dr.S.Sivakumar, VP  | <i>[Signature]</i> 14/12/18 |
| MECH       | Mr.S.Giridharan   | <i>[Signature]</i>          |
| S&H        | Dr.A.L.Kavitha (Phy & Chem)<br>Ms.T.Gnanajeya (Maths)<br>Mr.K.Albert Lawrence(Eng.) | <i>[Signature]</i> 14/12/18 |

| Department | IQAC Department Member         | Signature                   |
|------------|--------------------------------|-----------------------------|
| CIVIL      | Mr.M.Arun                      | <i>[Signature]</i> 14/12/18 |
| CSE        | Mr.R.Sriramkumar               | <i>[Signature]</i> 14/12/18 |
| ECE        | Ms.D.Vennila                   | <i>[Signature]</i> 14/12/18 |
| EEE        | Mr.S.R.Karthikeyan             | <i>[Signature]</i> 14/12/18 |
| MECH       | Mr.J.Prince Jerome Christopher | <i>[Signature]</i> 14/12/18 |
| S&H        | Mr.J.Jeyakrishnan              |                             |

*[Signature]*  
14/12/18

PRINCIPAL



ACADEMIC YEAR 2018-19

06.12.18

### PROGRAMME ADVISORY COMMITTEE

The Programme Advisory Committee (PAC) is constituted with the goal of incorporating necessary components in the Curriculum Implementation, Programme Assessment, Quality Improvement and Overall Development of the Department.

#### Composition

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- Head of the Department
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#### Objective

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- Assist, as appropriate, with the programme review process.
- Strengthen educational partnership and strategic linkages between University / Industries.
- Identify thrust areas and promote Research & Development activities.

#### Role (External Members)

##### 1. Academicians, Professional society member

- Review and provide suggestions on the Departmental progress for the year.
- Consider and recommend guidelines for attainment of CO, PO.
- Consider and recommend approval of PEO, PO and CO attainment.
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##### 2. Industry Expert, Alumni

- Provide suggestions for the Value addition initiatives to bridge curriculum gaps.
- Support establishing linkages with industries and other bodies.
- Provide suggestions for overall advancements

#### Roles and responsibilities (Internal Members)

- Formulate and recommend for approval
  - Value addition initiatives like Guest lecture, Seminar, Workshops, VAC, Online Courses, My Credit courses, Industrial visits etc.
  - Professional and Career Enhancement (PCE) skills for the courses
  - Strategies to optimize student learning experiences and outcomes.
  - PEO, PO, CO attainment for the courses and batches as appropriately. Guide the department and ensure stated objectives as attained.
- Review and assess the objective attainment of all student enrichment initiatives (including Professional society activities, Project works etc.)
- Review reports on the achievements of students and staff members of the department, recommend for external review and submit to Principal for Governing Council appraisal.
- Identify opportunities for academic partnership with academia and industries.

J. Prasad  
06/12/18

PRINCIPAL



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)**

**INTERNAL QUALITY ASSURANCE CELL**

**IQAC MEETING AGENDA - 04.01.18**

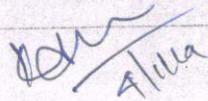
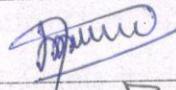
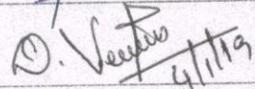
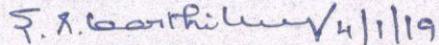
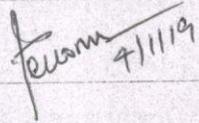
- Overall IQAC Activity Summary (2017-18, 2018-19)
- Department Activity report
  - Progression identification
- Planning & Execution
  - Spoken Tutorial (Tutorial & Test)
  - Virtual lab session
  - PCE skills
  - NPTEL session tracking
- AQAR report submission
- Session on Quality
- Support for Department Target setting process

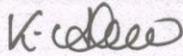
*R. Adarsh* 4/1/18  
IQAC COORDINATOR



ACADEMIC YEAR 2018-19 (Even Sem)

IQAC Meeting Attendance  
(Dt.04.01.19)

| Department | IQAC Department Member         | Signature  |
|------------|--------------------------------|--|
| CIVIL      | Mr.M.Arun                      | <br>Arun                       |
| CSE        | Mr.R.Sriramkumar               |                                |
| ECE        | Ms.D.Vennila                   | <br>D. Vennila<br>4/1/19       |
| EEE        | Mr.S.R.Karthikeyan             | <br>S. R. Karthikeyan 4/1/19 |
| MECH       | Mr.J.Prince Jerome Christopher | <br>Jerome<br>4/1/19        |
| S&H        | Mr.J.Jeyakrishnan              |  |

  
IQAC Coordinator



**Academic Year 2018-19 (EVEN Sem)  
IQAC MEETING  
Minutes of Meeting**

**IQAC Meeting for the month of Jan'19 was held on 4.1.19 at CSE Lab between 12.30 pm and 1.30pm. IQAC Coordinator briefed on the action plan for the even semester and requested members to initiate activities and complete as per deadline. The following points were discussed during the meeting.**

**Overall IQAC Activity Summary (2017-18, 2018-19)**

Members are requested to submit report (softcopy) for all activities at IQAC folder. Overall report will be prepared by the coordinator based on the submissions.

**Department Activity report - Progression identification**

Consolidated summary of activities (departmentwise) was verified and overall report was compiled based on the submissions. Members were requested to track all departmental activities, staff and student accomplishments and include in respective report. Register shall be maintained for the purpose at Centralized level and shall be practiced at department level too. Department member was requested to support in organizing activities / events as required.

**Planning & Execution**

- **Spoken Tutorial (Tutorial & Test)**
- **Virtual lab session**
- **PCE skills**
- **NPTEL session tracking**

Members are requested to schedule conduct of the listed regular activities. 2 hours for tutorial and 1 hour slot for test is required for completion of planned spoken tutorial titles.

| Department | II Yr                           | III Yr             | IV Yr |
|------------|---------------------------------|--------------------|-------|
| CIVIL      | QCAD                            | Inkscape           | Latex |
| CSE        | Linux,<br>Ubuntu<br>PhP & MySql | Python<br>Netbeans |       |
| ECE        | Linux,<br>Ubuntu                | OSCAD              |       |
| EEE        | Scilab                          |                    |       |
| MECH       | QCAD                            | Openfoadm          |       |

Details of Virtual Lab sessions are circulated to members and available at IQAC folder. Members to organize sessions for II and III year students. Guidelines issued for execution of PCE skills to be followed. NPTEL session tracking to be made by department members.

**AQAR report submission**

AQAR for 2016-17 is submitted to NAAC and posted at our website. Report for the period 17-18 will be completed and submitted by this month. Members are requested to take initiatives to strengthen areas that needs progression.

**Session on Quality**

Members to organize seminar/workshop on quality improvement titles internally. Steps will be taken to organize institute level programme and sponsored programme.

**Support for Department Target setting process**

Members to support in quality improvement steps for the department. PCE member of the department shall be supported by the IQAC member. IQAC member to support in department target setting process and attainment.

**Members present**

Civil, CSE, ECE, EEE, MECH, S&H

*K. Albe* 5/11/19  
IQAC Coordinator

**Copy to:**

All IQAC members

*J. Mani* 5/11/19



**ACADEMIC YEAR – 2018-19 (Even sem)  
Staff Council Meeting-VII**

**Minutes of Meeting**

**08.01.2019**

Principal convened **Staff Council meeting VII** for the semester on **07.1.2019 between 2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- Reports
  - FVFS report by HoDs
  - Course Material verification & Lab Monitoring Committee report by Vice-Principal
- Programme Advisory Committee
  - Department Target
- AQAR Submissions
  - Department progression report
- II Year students -reg.2017
  - Value Added Course initiatives
- Industrial visit
- Assessment schedule & pattern
  - Week test
  - Assessment
- Conduct of Academic programmes
- National Conference initiatives
- Extension activities
  - PMKVY programme report by HoDs
  - Jaithu Kattuvom 2019 (Needamangalam venue report)
- Other related matters

- **Programme Advisory Committee**
  - Department Target

With the view of strengthening quality parameters, PAC is constituted. Departments to freeze identification of external members and start the initiatives. In this regard, Departments are requested to set target for various activities. (as per format) Departments to ensure attainment of the set target.

- PCE skills

Guidelines issued for PCE skills for the courses to be followed.

- **SWAYAM , NPTEL certifications**
  - Staff members to complete SWAYAM / NPTEL course certifications. Advanced learners to be motivated for certifications.

**Members present**

VP

HODs CSE, MECH

HoD i/c. Civil, ECE

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator –R.Ponni

*J. Ponni*  
*08/1/19*

**PRINCIPAL**



**KINGS**  
COLLEGE OF ENGINEERING  
(N.A.A.C Accredited Institution)  
(Approved by AICTE, New Delhi, Affiliated to  
Anna University, Chennai)



ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING(07.01.19)

Attendance

| S.No | Staff Name                 | Designation                   | Signature                      |
|------|----------------------------|-------------------------------|--------------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal &<br>HOD/ECE        | J. Arputha<br>21/1/19.         |
| 02   | Dr.S.Sivakumar             | VP                            | S. Sivakumar<br>21/1/19        |
| 03   | Dr.T.Shanthi               | Project Officer               | T. Shanthi<br>21/1/19.         |
| 04   | Ms.R.Revathi               | HOD/Civil<br>(in-charge)      | R. Revathi<br>21/1/19 (LEAVE)  |
| 05   | Dr.S.M.Uma                 | HOD/CSE                       | S. M. Uma<br>21/1/19           |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE<br>(in-charge)        | M. Mangaiyarkarasi<br>21/1/19  |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                       | A. M. Ruban<br>21/1/19. (OD)   |
| 08   | Dr.T.Pushparaj             | HOD/MECH                      | T. Pushparaj<br>21/1/19        |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                       | V. Sureshkumar<br>OD.          |
| 10   | Ms.T.Gnanajeya             | Academic<br>Coordinator/I yr. | T. Gnanajeya<br>21/1/19        |
| 11   | Mr.R.Sundara Moorthi       | Academic<br>Coordinator/EEE   | R. Sundara Moorthi<br>21/1/19. |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator              | K. Abhirami<br>21/1/19         |

13. R. Ponni

AP/ECE

R. Ponni  
21/1/19

J. Arputha  
21/1/19.



ACADEMIC YEAR - 2018-19

Annexure-I

Guidelines for Faculty-Visit-To-Factory Scheme

(with effect from Jan'19 onwards)

Objective

- Initiative resulting in establishing and strengthening Industry-Academia relations / linkages / collaborations.
- Listed activities to be initiated with the rapport established :
  - Industrial visit to students / staffs
  - In-plant training for students
  - Support for technical events (Workshop, Seminar, Symposium, Conference, Project expo etc.)
  - Signing of MoU
  - Support for campus recruitment
  - Student project works
  - Collaborative research project works

Procedure for FVFS scheme

- Every faculty to visit one industry / faculty for every academic year and submit report. Mathematics, English faculty shall visit IITs / reputed Universities and interact with Professor, visit high-end facilities. Visit shall be made on any day of the academic year. Faculty shall avail OD for the visit.
- Faculty member to identify the industry and submit requisition letter for visit one week in advance of the scheduled day. After approval, member shall visit the industry.
- Within 3 days of visit report about the visit to be submitted to Project officer. Outcome of the visit to be mentioned in the report.
- Highlights of the visit to be shared during subsequent DRM.

Note :

- Requisition letter to industry shall be sought from Project officer if needed.
- For academic year 2018-19, staff members to visit industry during Jan-May'19 and submit reports.

J. Anurag  
8/1/19

PRINCIPAL



**Academic Year 2018-19 (EVEN Sem)**  
**IQAC MEETING**  
**Minutes of Meeting**

**IQAC Meeting for the month of Feb'19 was held on 8.1.19 at CSE Lab between 1.00pm and 2.00pm. Completion status of planned initiatives was verified and forthcoming activities to be completed was briefed by IQAC coordinator.**

**Spoken Tutorial** for all 3 classes was completed by CIVIL, CSE and ECE branches. 2 classes by EEE and 1 class by Mechanical department. Schedule for online test was identified and will be completed by this month. Members were requested to coordinate and ensure completion.

**Virtual lab sessions** was completed by CIVIL, CSE and ECE departments. 1 class by EEE department. Initiatives taken by Mechanical and will be completed.

**Learning outcome** attainment to be identified and report to be submitted after publication of revaluation results. (within 5 days of result publication).

**Department activities (2018-19)** odd semester was submitted by CIVIL and CSE departments. Other departments to coordinate and submit.

**SWAYAM course** execution status was insisted. Swayam course titled "**Transforming instruction through Blended learning**" was highlighted. Various effective tools on teaching was briefed. Members were requested to adopt to such practices and also encourage other department members to enhance their technology enabled classroom practices. Members to motivate department members to complete SWAYAM / NPTEL courses periodically. Internal seminar on relevant courses can be made periodically. S&H department member was requested to motivate department members for enrolment. Engineering branch faculties are undergoing / completed SWAYAM / NPTEL course during this semester.

**Professional and Career Enrich (PCE) skills**

Members were briefed on the various PCE skills and effective practices (optimal strategies). Demonstration on Google classroom was made and members were requested to adapt to such tools and ensure Learning outcome evaluation tools / practice to be effective, easier.

**AQAR submission** for the year 2017-18 was completed as per deadline. Forthcoming year onwards AQAR to be submitted Online. AQAR report is available at college website for reference.

**Members present**

Civil, CSE, ECE, EEE, MECH, S&H

**Copy to:**

All IQAC members

*J. Prasad  
21/2/19*

*K. S. Sreedhar* 9/2/19  
**IQAC Coordinator**



ACADEMIC YEAR 2018-19 (Even Sem)

IQAC Meeting Attendance  
(Dt.08.02.19)

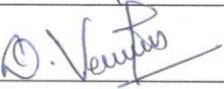
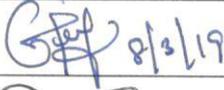
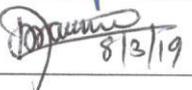
| Department | IQAC Department Member         | Signature                                     |
|------------|--------------------------------|---|
| CIVIL      | Mr. <del>R.</del> Arun         | <i>K.A. Arun</i><br>8/2/19                    |
| CSE        | Mr.R.Sriramkumar               | <i>R. Sriramkumar</i><br>8/2/19               |
| ECE        | Ms.D.Vennila                   | <i>D. Vennila</i><br>8/2/19                   |
| EEE        | Mr.S.R.Karthikeyan             | <i>S. R. Karthikeyan</i><br>8/2/19            |
| MECH       | Mr.J.Prince Jerome Christopher | <i>J. Prince Jerome Christopher</i><br>8/2/19 |
| S&H        | Mr.J.Jeyakrishnan              | <i>J. Jeyakrishnan</i><br>8/2/19              |



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Mar'18

| IQAC Members                      | Signature  |
|-----------------------------------|--|
| Mr.K.Arun/Civil                   | <br>8/3/19  |
| Ms.D.Vennila/ECE                  |            |
| Mr.S.R.Karthikeyan/EEE            | S. R. Karthikeyan 8/3/19   |
| Mr.Prince Jerome Christoper /Mech |             |
| Mr.G.Jeyakrishnan/Maths(S&H)      | <br>8/3/19 |
| MR.R.SRIRAMKUMAR / CSE            | <br>8/3/19 |
| PRINCIPAL                         |  |

**Academic Year 2018-19 (EVEN Sem)  
IQAC MEETING  
Minutes of Meeting**

**IQAC Meeting for the month of Mar'19 was held on 8.3.19 at CSE Lab between 12.30pm and 1.30pm. Status of planned activities for even semester was reported by the members.**

| Activity                                 | Department   |                             |                           |                            |                             |                            |
|--|--|-----------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
|  | CIVIL  | CSE                         | ECE                       | EEE                        | MECH                        | S&H                        |
| Swayam Courses                           | Faculty: 5<br>Student:- //   | Faculty: 13<br>Student:- // | Faculty: 18<br>Student:37 | Faculty: 3<br>Student:- // | Faculty: 13<br>Student:- // | Faculty: -<br>Student:- // |
| NPTEL courses                            | Faculty:11<br>Student:- //   | Faculty: 2<br>Student:- //  | Faculty: 3<br>Student:-   | Faculty: 12<br>Student:-   | Faculty: 6<br>Student:-     | Faculty: -<br>Student:-    |
| Alumni Interaction                       | 3  | 4                           | 4                         | 2                          | 6                           | -                          |
| Learning Outcome Analysis                | After Revaluation result publication   |                             |                           |                            |                             |                            |
| Spoken Tutorial workshop & certification | 3  | 3                           | 3                         | 3                          | 3*                          | -                          |
| AQAR submission                          | Submitted for 2016-17, 2017-18<br>For 2018-19 by June'19 (Online submission) |                             |                           |                            |                             |                            |
| Department activities report             | Submitted for 2018-19 (Odd). For Even by May'19                              |                             |                           |                            |                             |                            |
| Virtual Lab sessions                     | 2  | 2                           | 2                         | 2                          | 2                           | -                          |
| Exit Survey                              | Conducted as Quality Circle Meet   |                             |                           |                            |                             |                            |

**Activities planned for the Month of Apr'19 & May'19 to be completed by members.  
All reports to be submitted as softcopy at IQAC folder**

**Members present**  
Civil, CSE, ECE, EEE, MECH, S&H

*K. Idler*  
**IQAC Coordinator**

**Copy to:**  
All IQAC members

*J. Mani*  
13/3/19



**ACADEMIC YEAR – 2018-19 (Even sem)  
Staff Council Meeting-VIII**

**Minutes of Meeting**

**08.02.2019**

Principal convened **Staff Council meeting VIII** for the semester on **07.2.2019** between **2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- Tuition fee payment & followup status
- Research Proposals & Programme Funding proposals
  - Utilization of 2(f) and 12(B) status
- Department Target
- Professional & Career Enhancement skills
- Launch of IIC
- Collaborations & linkages initiatives
  - Higher learning institutes / Universities
  - NPTEL
  - Industries
- Project work
- AQAR followup
- Student requirements & feedback
- Class committee meeting -followup
- Counseling session - followup
- HoDs Reports
  - Assessment Test-1 Performance
  - National Conference initiatives
  - Conduct of Academic programmes & report submission including professional societies (as on date)
  - Extension activities / Consultancy services – Initiatives
- Admission initiatives by Admission Officer
- Other related matters

### **Research Proposals & Programme Funding proposals - Utilization of 2(f) and 12(B) status**

- Principal insisted departments to submit research proposals and programme funding proposals. Institute status of 2(f) and 12(B) has raised the scope of schemes. Eligibility and various scheme details was circulated to all HoDs. Submission of proposals to be motivated by HoDs.

### **Research Proposals & Programme Funding proposals - Utilization of 2(f) and 12(B) status**

- Principal insisted departments to submit research proposals and programme funding proposals. Institute status of 2(f) and 12(B) has raised the scope of schemes. Eligibility and various scheme details was circulated to all HoDs. Submission of proposals to be motivated by HoDs.

### **Professional & Career Enhancement skills**

To strengthen Coursewise outcome attainment, PCE skill activities are planned by course incharges. List of PCE skill activities was circulated for staff reference. Staff members to plan appropriate activities for their course(s) and execution to be made effectively.

### **Launch of Institution Innovation Council (IIC)**

Our College has received certificate of appreciation from Innovation Cell, Ministry of HRD, Govt. of India for establishing Institution Innovation Council. President for IIC is Mr.R.Sundaramoorthy AP-III/EEE.

### **Collaborations & linkages initiatives**

#### **Higher learning institutes / Universities**

#### **Industries**

- Under AICTE - Margadarshan scheme of NIT-Trichy, around 80 students accompanied by 4 faculty members underwent Industrial visit to SIEMENS Centre of Excellence, NIT-Trichy. Faculty members have established rapport with the members of Siemens COE for academic support.
- Departments to establish linkages and collaborate with the identified organization and member. Planned target in this regard to be achieved.

- **University Exam question papers** for previous semester were analyzed. Percentage of Internal assessment Question paper coverage mapping with AU indicated maximum coverage. Hence, students to be given awareness about the standard practice and details to be displayed at Notice Board.

### **Members present**

VP

HODs CSE, MECH

HoD i/c. Civil, ECE

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator

*J. Sundaramoorthy*  
11/2/19

**PRINCIPAL**



ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING(07.02.19)

Attendance

| S.No | Staff Name                 | Designation                | Signature                   |
|------|----------------------------|----------------------------|-----------------------------|
| 01   | Dr.J. Arputha Vijaya Selvi | Principal & HOD/ECE        | J. Arputha Selvi 7/2/19     |
| 02   | Dr.S.Sivakumar             | VP                         | S. Sivakumar 7/2/19         |
| 03   | Dr.T.Shanthi               | Project Officer            | T. Shanthi 7/2/19           |
| 04   | Ms.R.Revathi               | HOD/Civil (in-charge)      | R. Revathi 7/2/19           |
| 05   | Dr.S.M.Uma                 | HOD/CSE                    | S. M. Uma 7/2/19            |
| 06   | Ms.Mangaiyarkarasi.N       | HOD/ECE (in-charge)        | M. Mangaiyarkarasi.N 7/2/19 |
| 07   | Dr.Albert Martin Ruban     | HOD/EEE                    | A. Martin Ruban 7/2/19      |
| 08   | Dr.T.Pushparaj             | HOD/MECH                   | T. Pushparaj 7/2/19         |
| 09   | Dr.V.Sureshkumar           | HOD/S&H                    | V. Sureshkumar 7/2/19       |
| 10   | Ms.T.Gnanajeya             | Academic Coordinator/I yr. | T. Gnanajeya 7/2/19         |
| 11   | Mr.R.Sundara Moorthi       | Academic Coordinator/EEE   | R. Sundara Moorthi 7/2/19   |
| 12   | Ms.K.Abhirami              | IQAC/Coordinator           | K. Abhirami 7/2/19          |
| 13   | Ms.R.Ponni                 | ISO Coordinator            | R. Ponni 7/2/19             |



**INTERNAL QUALITY ASSURANCE CELL  
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM  
(IV Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising IV year class representatives was held online on 01.06.21 between 11.00am to 01.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to academics, examinations and related matters. 2 members from all UG IV classes attended the meeting. Since it was the last Quality circle meet of 2017-2021 batch, students also shared about their experiences at KCE.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were also insisted to be ready with required stationeries for AU exams.

Recommendation of the following sites for student reference was shared  
Easyengineering.net – all engineering books and materials  
Clear scan app – to scan documents and generate pdf

Google meet id : [meet.google.com/ucn-oxzi-fbx](https://meet.google.com/ucn-oxzi-fbx)

**Departmentwise representations / opinions shared**

**Civil department**

M.Soundariya, K.G.Guruswathik represented Civil department

- Guruswathik, GATE scorer of 2017-21 batch, shared his preparatory experiences. Utilization of lockdown period since May'20 was the key factor. From May'20 till Dec'20 daily preparations was made (10 hours –3 hours per day). From Jan'21, series of online tests was attempted. He suggested students to start preparation from I year onwards, especially Maths, Aptitude papers. He also mentioned about his efforts towards Indian Engineering Services preparations.
- Soundariya mentioned about her likes towards practices of KCE : KoK award and Parent awarding degree to wards during convocation.
- Members represented juniors to utilize the wide learning opportunities available at KCE. Students to make use of various efforts taken by the institute.

### **CSE department**

E.Jeevitha, K.Venkatesh Ragu represented CSE department

- Teaching is good at KCE. Learning materials are prepared well in advance and circulated to students.
- VII semester exams – tough, grade dropped (represented by Jeevitha)
- 6 days intensive T&P training offered during IV year was useful.
- Members also requested for regular aptitude practice exercises (Moderate, complex levels) right from II year onwards.

### **ECE department**

Veeralakshmi.M, B.Melvin Charles represented ECE department

- Utilization of College library and textbooks was realized during III year. Juniors to utilize right from I year onwards. (represented by Melvin).
- School like practices helped in better preparations.
- VII semester exams tough – grade dropped
- Teaching is good at KCE. Staffs also good.
- More test practices is good
- Staff material preparations is good
- Convocation practice is good
- Students to recognize the efforts made towards students and utilize

### **EEE department**

N.Nandhini, Sudharsanan represented EEE department

- Practices like school is for the betterment of students
- Facilities at KCE is good
- Counseling & student attention is good
- Staff members are flexible and ready to get the voices of students
- IV year study was little tough due to online classes.
- Industry question papers can be circulated and practiced by students.
- Teaching is good
- Represented for sports activities (due to covid last 2 sem activities were not possible)
- Student to cooperate with staff. Staff followup is good.

### **Mechanical department**

R.Mohammed Yasin Sharif, Abbas Mohammed, K.Senthamizh Sudar, K.Shiram Sundar represented MECH department

- Learning materials are given.
- Rules are tough but good for students
- Staff involvement is good
- Unique qualities of staffs has helped students in the learning process
- Individual attention is given
- Slow learners were also able to do technical rounds of interview process.
- Regular IV year classes was missed (due to covid conducted via online).

- Students need writing practice
- Right from 1 year study period, subject staff motivated a lot. Other department staffs also guided and motivated
- Experiences at KCE is useful to face life. All good things was learnt at KCE. Staff guided even when did mistakes.
- All student representations were addressed
- Parent like approach was provided.
- Representation about work place experience was shared.

K. Adhikari 5/6/21  
IQAC COORDINATOR

J. Prasad  
5/6/2021  
PRINCIPAL



**INTERNAL QUALITY ASSURANCE CELL  
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM  
(III Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising III year class representatives was held online on 02.06.21 between 02.00pm to 03.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG III classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions.

Recommendation of the following sites for student reference was shared  
Easyengineering.net – all engineering books and materials  
Pdfdrive.com- engineering books  
Clear scan app – to scan documents and generate pdf  
Readera app – book reader with a provision of bookmarking

Google meet id : [meet.google.com/etg-veit-eya](https://meet.google.com/etg-veit-eya)

**Departmentwise representations / opinions shared**

**Civil Department**

R.Nandhini, D.Dhinakaran

- Materials were shared through Google classroom
- AU guidelines session was organized by department.
- Online classes went on well.

**CSE Department**

T.Selvarani, E.Hariharan

- Online classes were good. Material was shared
- Exam practice is good. Time management is to be made carefully

**ECE Department**

Sarika, G.Prabhu

- Online classes went on well.
- Materials available
- Preparation for lab exams was raised and was explained to students.

**EEE Department**

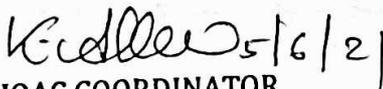
U.Abirami, Jayaprakash, Karthikeyan

- Materials and books were shared
- Students to utilize exams.
- All students to take up AU exams without fail.

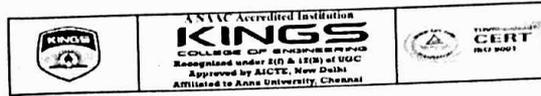
**Mechanical Department**

J.Venkateshwaran, S.Arunpandiyam

- Online classes went on well.
- Fee payment & Transport clarification was sought by a student.

  
IQAC COORDINATOR

  
5/6/2021  
PRINCIPAL



**INTERNAL QUALITY ASSURANCE CELL  
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM  
(I Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising I year class representatives was held online on 04.06.21 between 12.15pm to 01.15pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG I classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Best of 2 option for Nov-Dec 2020 exam provision was declared on 02.06.21. Hence, students were insisted to utilize the provision and raise their grades. Vice-Principal briefed about revised AU examination guidelines to students. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions.

Recommendation of the following sites for student reference was shared  
Easyengineering.net – all engineering books and materials  
Pdfdrive.com- engineering books  
Clear scan app – to scan documents and generate pdf  
Readera app – book reader with a provision of bookmarking

Google meet id : [meet.google.com/ucx-vqdv-sne](https://meet.google.com/ucx-vqdv-sne)

**Departmentwise student representations**

**CIVIL department**

**Bharath.G, Maharish.H**

- Classes going on smooth
- Materials shared
- Attending classes will make learning easier
- Exam modalities informed and known to all

**CSE department**

**Bhavatharini.V, Gayathri.M**

- No difficulties, classes going on well
- Materials available

**ECE department**

**Ajay.A, Shanmugapriya.V**

EEE department

Sneha, Gushendra Prasath

- 5 periods Online classes - datapack difficulty for few was represented. Break hours was represented.
- Seminar presentation slots were utilized well. Few students represented for flexibility in it. Members were explained about the purpose of overcoming stage fear and to improve presentation skills, such practices are followed.
- Staff motivations are good.

Mechanical department

Hemanathan.E, Samikannan.M

- Classes going on well. Materials were shared.
- Student absenteeism was represented.

K. Collier 5/6/21  
IQAC COORDINATOR

J. Perumal  
5/6/2021  
PRINCIPAL



**INTERNAL QUALITY ASSURANCE CELL  
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM  
(II Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising II year class representatives was held online on 03.06.21 between 02.00pm to 03.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG II classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Best of 2 option for Nov-Dec 2020 exam provision was declared on 02.06.21. Hence, students were insisted to utilize the provision and raise their grades.

Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions. Students were demonstrated about pdf files submitted by students (do's and don'ts was elaborated)

Recommendation of the following sites for student reference was shared

Easyengineering.net – all engineering books and materials

Pdfdrive.com- engineering books

Clear scan app – to scan documents and generate pdf

Readera app – book reader with a provision of bookmarking

Google meet id : meet.google.com/ppw-jssa-wdu

**Departmentwise student members**

**Civil Department**

R.Madhumitha, M.Jeyaseelan

**CSE Department**

Fasila Afreen.J, Varun

**ECE Department**

K.Gayathri, Nithitha, Sarika, G.Prabhu

**EEE Department**

Regina, Pandidevi.P

**Mechanical Department**

L.Priyadharshan, R.Kishore

**Student representations**

- Online classes went on well
- Materials and books were shared through GCR
- Revision classes for ODD semester courses
- Exam procedures were informed

K. Vellu 5/6/21  
IQAC COORDINATOR

J. Romita  
5/6/2021  
PRINCIPAL

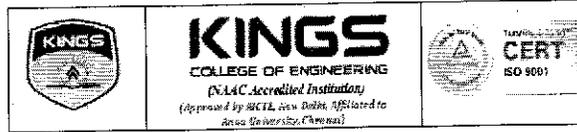
A 3x3 grid of participant tiles in a Google Meet session. The tiles are as follows:

- Top-left: Sarika Anbazhagan (Avatar: Girl in pink dress)
- Top-middle: 09\_Arunpandiyam.S (Avatar: Green person icon)
- Top-right: 08-Karthikeyan K (Avatar: Purple circle with 'K')
- Middle-left: Dr. Arputhavijaya Selvi (Avatar: Woman with glasses, highlighted with a blue border)
- Middle-middle: Dhina Cool (Avatar: Purple circle with 'D')
- Middle-right: Dr. Sivakumar (Avatar: Man with glasses)
- Bottom-left: 12\_Nandhini Ravi (Avatar: Elephant)
- Bottom-middle: 5 others (Avatar: Two men)
- Bottom-right: You (Avatar: Woman in red)

### People

+ Add people

- 07 - JAYAPRAKASH R
- 08-Karthikeyan K
- 09\_Arunpandiyam.S
- 12\_Nandhini Ravi
- 17\_Hari E
- 33\_Solva Rani CSE
- 52-புட்டுக்கோட்டை...
- Dhina Cool



**ACADEMIC YEAR 2020-21**

**INTERNAL QUALITY ASSURANCE CELL**

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**

**CIRCULAR**

**06.01.2021**

**Student Quality Circle meet is scheduled as below. Student representatives are directed to join through google meet link at 11.50am on their scheduled date.**

**IV Year - 07.01.2021**

<https://meet.google.com/mbw-khdu-uhv>

**III Year - 08.01.2021**

<https://meet.google.com/rgt-xwwe-ver>

**II Year - 11.01.2021**

<https://meet.google.com/fuc-qaye-ins>

**Note :**

Students should join the meeting in formal dress code. IQAC department member to ensure respective students join on time.

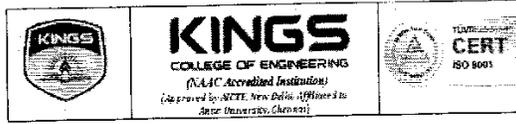
*J. Ananthan*  
06/1/2021

**PRINCIPAL**

**Copy to:**

- 1. Secretary**
- 2. Vice-Principal**
- 3. HoDs & IQAC members**

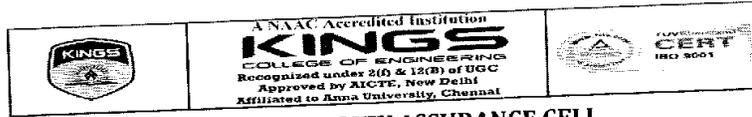
**Encl : Student namelist**



**ACADEMIC YEAR 2020-21**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**BRANCHWISE STUDENTS**

| Branch | Student  |
|--------|--|
| CIVIL  | M.Soundariya, IV Yr ✓                            |
|        | K.G.Guruswathik, IV Yr ✓                         |
|        | R.Nandhini, III Yr ✓                             |
|        | D.Dhinakaran, III Yr ✓                           |
|        | R.Madhumitha, II Yr ✓                            |
|        | M.Jeyaseelan, II Yr ✓                            |
| CSE    | E.Jeevitha, IV Yr ✓                              |
|        | K.Vengatesh Ragu, IV Yr ✓                        |
|        | T.Selvarani, III Yr ✓                            |
|        | E.Hariharan, III Yr ✓                            |
|        | Fasila Afreen.J, II Yr ✓                         |
|        | Gopinath.P, II Yr ✓                              |
| ECE    | Veeralakshmi.M, IV Yr. ✓                         |
|        | B.Melvin Charles, IV Yr. ✓                       |
|        | M.Kruthika, III Yr. <i>Saavika</i> ✓             |
|        | G.Prabhu, III Yr. ✓                              |
|        | K.Gayathri, II Yr ✓ <i>Nithitha</i>              |
|        | A.Jayakumar, II Yr <i>Kizhbaselvan prakath</i> ✓ |
| EEE    | S.Aadhavan, IV Yr ✓ ✓ <i>Sudhawan</i>            |
|        | N.Nandhini, IV Yr ✓                              |
|        | U.Abirami, III Yr ✓                              |
|        | R.Karthikeyan, III Yr ✓                          |
|        | P.Pandidevi, II Yr <i>Ranya P</i> ✓              |
|        | V.Raghu, II Yr ✓                                 |
|        | R.Mohammed Yasin Sharif, IV Yr. ✓                |
| MECH   | D.Madhesh, IV Yr. ✓ <i>(Abbas ml)</i>            |
|        | K.Senthamizh Sudar, IV Yr. ✓                     |
|        | K.Shriram Sundar, IV Yr. ✓                       |
|        | J.Venkateshwaran, III Yr ✓                       |
|        | S.Arunpandiyan, III Yr ✓                         |
|        | L.Priyadarshan, II Yr. ✓                         |
|        | R.Kishore, II Yr. ✓                              |

8-1-2021 - III yr meeting  
 11-1-2021 - II yr meeting  
 12-1-2021 - IV yr meeting



**INTERNAL QUALITY ASSURANCE CELL  
ACADEMIC YEAR 2020 – 2021 (ODD SEMESTER)**

**MINUTES OF STUDENT QUALITY CIRCLE MEET**

18.01.2021

Departmentwise student representations regarding ODD semester courses coverage through online mode, value additional initiatives was sought.

Google meet based online meeting was scheduled classwise and organized as follows  
08.01.2021 – III year classes (between 12.00 to 1.45pm)  
11.01.2021 – II year classes (between 12.00 to 1.30pm)  
12.01.2021- IV year classes (between 2.00 to 3.30pm)

Principal & Vice-Principal motivated students towards skill enrichment initiatives and preparation for forthcoming end-semester examinations. Useful weblinks was also shared during discussion.

**General**

- Few students were having signal issues / smart phone issue. In case of technical issues, students were advised to visit college 2 days / week in consent with Class coordinator adhering to safety norms.
- Students were also advised to share additional reference material (MCQs) through class groups.
- Project works were carried out as per schedule by Final year students. Students were also directed to submit proposals for project work funding agencies.
- Final year students were also insisted to prepare for campus drives. Exclusive 1 week T&P training details was also shared.
- Students were insisted to undergo and complete SWAYAM/ NPTEL courses. Value addition initiatives to be utilized effectively
- Students were advised to follow Online examination guidelines provided by Anna University. Technical issues / phone issues to be solved. Students to ensure required bandwidth and adhere to guidelines while attending online exams.
- Students were also insisted to undergo Online internships.

*K. Allex* 18/1/21  
IQAC COORDINATOR

*J. R. Ramesh*  
18/1/2021  
PRINCIPAL

Encl:  
Departmentwise student representations.

**DEPARTMENT OF CIVIL ENGINEERING**

| Sl. No.                  | SUB. CODE | NAME OF THE SUBJECTS                           | STAFF NAME               | REMARKS   |
|--------------------------|-----------|--|--------------------------|---|
| <b>II YEAR / III SEM</b> |           |  |                          |   |
| 1                        | MA8353    | Transforms and Partial Differential Equations  | Dr.Suresh                | <ul style="list-style-type: none"> <li>• MCQ set were shared. Explanations provided.</li> <li>• e-material &amp; e-books were posted at Google classroom for all courses</li> <li>• Additional questions were identified &amp; used by students</li> <li>• Revision classes were organized as per schedule. Students are appearing for Model exams</li> </ul>   |
| 2                        | CE8301    | Strength of Materials I                        | Mr.K.Arun                |   |
| 3                        | CE8302    | Fluid Mechanics                                | Ms.V.Ishwarya            |   |
| 4                        | CE8351    | Surveying                                      | Ms.K.Bhavarohini         |   |
| 5                        | CE8391    | Construction Materials                         | Mr.R.Sundharam           |   |
| 6                        | CE8392    | Engineering Geology                            | Ms.T.Bhuvaneshwari       |   |
| <b>III YEAR / V SEM</b>  |           |  |                          |   |
| 1                        | CE8501    | Design of Reinforced cement concrete elements  | Mr.S.R.Elwin Guru Chanth | <ul style="list-style-type: none"> <li>• e-books &amp; e-material were posted in Google classroom</li> <li>• MCQ set was shared</li> <li>• Explanations provided for MCQ set.</li> <li>• PPT / Video based lecture sessions</li> <li>• Revision classes, exams are planned and handled</li> <li>• 2 SWAYAM Courses were registered by all (even sem)</li> <li>• 23/27 were attending classes regularly</li> </ul> |
| 2                        | CE8502    | Structural Analysis I                          | Ms.T.Bhuvaneshwari       |   |
| 3                        | CE8591    | Foundation Engineering                         | Ms.M.Priya               |   |
| 4                        | EN8491    | Water Supply Engineering                       | Ms.V.Ishwarya            |   |
| 5                        | GI8014    | Geographic Information System                  | Ms.K.Jeyashankari        |   |
| 6                        | OA1551    | Environment and Agriculture                    | Ms.K.Bhavarohini         |   |
| <b>IV YEAR / VII SEM</b> |           |  |                          |   |
| 1                        | CE8701    | Estimation Costing and Valuation Engineering   | Mr.S.R.Elwin Guru Chanth | <ul style="list-style-type: none"> <li>• E-material and MCQs were posted</li> <li>• Students were referring additional MCQ sets also.</li> </ul>  |
| 2                        | CE8702    | Railways, Airport, Docks & Harbour Engineering | Ms.K.Jeyashankari        |   |
| 3                        | CE8703    | Structural design and Drawing                  | Mr.K.Ranjith             |   |
| 4                        | CE8011    | Design of Prestressed concrete Structures      | Ms.R.Revathi             |   |
| 5                        | OEN751    | Green Building Design                          | Ms.M.Priya               |   |

**DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING**

| Sl. No.                  | SUB. CODE | NAME OF THE SUBJECTS                 | STAFF NAME            | REMARKS  |
|--------------------------|-----------|--------------------------------------|-----------------------|--|
| <b>II YEAR / III SEM</b> |           |                                      |                       |  |
| 1                        | MA8351    | Discrete Mathematics                 | Dr.R.Suresh           | <ul style="list-style-type: none"> <li>• MCQ set along with explanations was provided.</li> <li>• E-material and books were also shared.</li> <li>• Few students were having connectivity issues sometimes.</li> </ul>   |
| 2                        | CS 8351   | Digital Principles and System Design | Ms.D.Vennila          |  |
| 3                        | CS 8391   | Data Structures                      | Mr.M.Arun             |  |
| 4                        | CS 8392   | Object Oriented Programming          | Dr.D.Sivakumar        |  |
| 5                        | EC 8395   | Communication Engineering            | Mr.Balakrishnan       |  |
| <b>III YEAR / V SEM</b>  |           |                                      |                       |  |
| 1                        | MA 8551   | Algebra and Number Theory            | Mr. Sankara Kalidoss  | <ul style="list-style-type: none"> <li>• MCQ set were given for all courses. Ample questions were covered. E-material unitwise was also shared.</li> <li>• GATE questions were also covered.</li> <li>• Regularly 40/45 were attending classes.</li> </ul>                 |
| 2                        | CS 8591   | Computer Networks                    | Mr.K.Rajesh           |  |
| 3                        | EC 8691   | Microprocessors and Microcontrollers | Mr.Thandayuthapani    |  |
| 4                        | CS 8501   | Theory of Computation                | Ms.S.Puvaneswari      |  |
| 5                        | CS 8592   | Object Oriented Analysis and Design  | Dr.S.M.Uma            |  |
| 6                        | OMF551    | Product Design and Development       | Ms.R.Sugantha Lakshmi |  |
| <b>IV YEAR / VII SEM</b> |           |                                      |                       |  |
| 1                        | MG 8591   | Principles of Management             | Mr.Baran Kumar        | <ul style="list-style-type: none"> <li>• Unitwise MCQ set were posted. E-material were also posted at Google classroom. NPTEL questions were also included in MCQ set. GATE question set were also referred.</li> <li>• Students were appearing for Model exams</li> </ul> |
| 2                        | CS 8792   | Cryptography and Network Security    | Mr.S.Rajarajan        |  |
| 3                        | CS 8791   | Cloud Computing                      | Ms.B.Sangeetha        |  |
| 4                        | CS 8088   | Wireless Adhoc & Sensor Networks     | Ms.K.Abhirami         |  |
| 5                        | IT 8075   | Software Project Management          | Mr.R.Sriramkumar      |  |
| 6                        | OME752    | Supply Chain Management              | Ms.G.Chandra Praba    |  |

**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

| <b>II YEAR / III SEM</b> |                  |   |                        |  |
|--------------------------|------------------|---|------------------------|--|
| <b>Sl. No.</b>           | <b>SUB. CODE</b> | <b>NAME OF THE SUBJECTS</b>                       | <b>STAFF NAME</b>      | <b>REMARKS</b>   |
| 1                        | MA8352           | Linear Algebra and Partial Differential Equations | Ms.T.Gnanajeya         | <ul style="list-style-type: none"> <li>• MCQ sets and e-materials were posted. Students were also sought to discuss MCQ set during revision classes. Explanations for provided for question set.</li> <li>• Revision classes were executed as per plan</li> </ul>  |
| 2                        | EC8393           | Fundamentals of Data structures                   | Ms. S.Puvaneshwari     |  |
| 3                        | EC8351           | Electronic circuits-I                             | Mr.S.Sivakumar         |  |
| 4                        | EC8352           | Signals and Systems                               | Mr.K.Sudarsanan        |  |
| 5                        | EC8392           | Digital Electronics                               | Mrs.R.Ponni            |  |
| 6                        | EC8391           | Control systems Engineering                       | Mrs.U.Jeyamalar        |  |
| <b>III YEAR / V SEM</b>  |                  |   |                        |  |
| 1                        | EC8501           | Digital Communication                             | Mr.A.Herald            | <ul style="list-style-type: none"> <li>• MCQ set and e-materials were shared for all courses. Additional questions set were also provided.</li> <li>• Students sought board teaching based sessions for problem based courses</li> <li>• Classes were handled as per course plan.</li> <li>• Online teaching-learning was found comfortable by most of the students.</li> <li>• Few students had network connectivity issue / phone issues.</li> </ul> |
| 2                        | EC8553           | Discrete Time Signal Processing                   | Mr.S.Ramarajan         |  |
| 3                        | EC8552           | Computer Architecture                             | Mr.R.Sathyaraj         |  |
| 4                        | EC8551           | Communication networks                            | Mrs.P.Thirumagal       |  |
| 5                        | EC 8073          | Medical electronics                               | Dr.T.Shanthi           |  |
| 6                        | OR 0551          | Renewable Energy sources                          | Mrs. N.Mangaiyarkarasi |  |
| <b>IV YEAR / VII SEM</b> |                  |   |                        |  |
| 1                        | EC8701           | Antennas & microwave Engineering                  | Mr.R.Balakrishnan      | <ul style="list-style-type: none"> <li>• MCQ set including GATE questions were discussed and posted. E-materials were provided.</li> <li>• Two SWAYAM courses were registered by students.</li> </ul>  |
| 2                        | EC8751           | Optical communication                             | Mr.T.Pasupathi         |  |
| 3                        | EC8791           | Embedded and real time Systems                    | Mr.T.Jeyaseelan        |  |
| 4                        | EC 8702          | Ad-hoc and wireless sensor networks               | Mr.P.Rajapirian        |  |
| 5                        | EC 8092          | Advanced Wireless communication                   | Mr.R.Sathyaraj         |  |
| 6                        | OIC751           | Transducer Engineering                            | Mrs.U.Jeyamalar        |  |

**DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING**

| <b>II YEAR / III SEM</b> |                  |   |                          |   |
|--------------------------|------------------|---|--------------------------|---|
| <b>Sl. No.</b>           | <b>SUB. CODE</b> | <b>NAME OF THE SUBJECTS</b>                   | <b>STAFF NAME</b>        | <b>REMARKS</b>  |
| 1                        | MA8353           | Transforms and Partial Differential Equations | Mr.G.Jeyakrishnan        | <ul style="list-style-type: none"> <li>MCQ set covering GATE questions was provided. E-material was posted for all courses.</li> <li>No long absentees</li> </ul>   |
| 2                        | EE8351           | Digital Logic Circuits                        | Mrs.D.Vennila            |   |
| 3                        | EE8391           | Electromagnetic Theory                        | Mrs.N.Rajeswari          |   |
| 4                        | EE8301           | Electrical Machines - I                       | Mr.C.John Selvaraj       |   |
| 5                        | EC8353           | Electron Devices and Circuits                 | Mr.W.Newton David Raj    |   |
| 6                        | ME8792           | Power Plant Engineering                       | Mr.J.Arokiaraj           |   |
| <b>III YEAR / V SEM</b>  |                  |   |                          |   |
| 1                        | EE8501           | Power System Analysis                         | Dr.S.Sivakumar           | <ul style="list-style-type: none"> <li>MCQ sets with explanations was provided. E-material were also shared.</li> <li>Revision classes were also handled.</li> <li>3 students had network issue / phone issue.</li> </ul> |
| 2                        | EE8551           | Microprocessors and Microcontrollers          | Dr.M.Meenalochani        |   |
| 3                        | EE8552           | Power Electronics                             | Mr.S.R.Karthikeyan       |   |
| 4                        | EE8591           | Digital Signal Processing                     | Mr.K.Sudharsan           |   |
| 5                        | CS8392           | Object Oriented Programming                   | Mrs.R.Ranitha            |   |
| 6                        | OMD551           | Basics of Biomedical instrumentation          | Mr.R.Sundaramoorthi      |   |
| <b>IV YEAR / VII SEM</b> |                  |   |                          |   |
| 1                        | EE8701           | High Voltage Engineering                      | Mr.S.Sakthivel           | <ul style="list-style-type: none"> <li>Unitwise MCQ set were posted. E-material were also posted at Google classroom</li> <li>2 students had network issues.</li> </ul>   |
| 2                        | EE8702           | Power System Operation and Control            | Mrs,N.Arulmozhi          |   |
| 3                        | EE8703           | Renewable Energy Systems                      | Dr.A.Albert Martin Ruban |   |
| 4                        | OCS752           | Introduction to C programming                 | Mr.R.Rajarajan           |   |
| 5                        | GE8071           | Disaster Management                           | Mr.B.Suresh Babu         |   |
| 6                        | EE8010           | Power Systems Transients                      | Mr.S.R.Karthikeyan       |   |

**DEPARTMENT OF MECHANICAL ENGINEERING**

| <b>II YEAR / III SEM</b> |                  |   |                                     |   |
|--------------------------|------------------|---|-------------------------------------|---|
| <b>Sl. No.</b>           | <b>SUB. CODE</b> | <b>NAME OF THE SUBJECTS</b>                   | <b>STAFF NAME</b>                   | <b>REMARKS</b>  |
| 1                        | MA 8353          | Transforms and Partial Differential Equations | Dr. Ramya                           | <ul style="list-style-type: none"> <li>Unitwise MCQ set and e-material was provided. Students were insisted to take printout and prepare.</li> <li>GATE questions was covered in MCQ set</li> <li>Few students were finding network issues / phone issues.</li> </ul> |
| 2                        | ME 8391          | Engineering Thermodynamics                    | Mr.H.Agilan                         |   |
| 3                        | CE 8394          | Fluid Mechanics and Machinery                 | Mr.B.Adhichelvan                    |   |
| 4                        | ME 8351          | Manufacturing Technology - I                  | Mr.S.Karthi                         |   |
| 5                        | EE 8353          | Electrical Devices and Controls               | Mr.C.John Selvaraj                  |   |
| <b>III YEAR / V SEM</b>  |                  |   |                                     |   |
| 1                        | ME 8595          | Thermal Engineering - II                      | Mr.S.Desigan                        | <ul style="list-style-type: none"> <li>MCQ set and explanations was provided. For problem based courses, hints were provided for PART-B questions</li> <li>Videos /PPT were also shared</li> <li>GATE question were included in MCQ set.</li> </ul>                   |
| 2                        | ME 8593          | Design of Machine Elements                    | Mr.V.Vijayakumar                    |   |
| 3                        | ME 8501          | Metrology and Measurements                    | Mr.Melwin                           |   |
| 4                        | ME 8594          | Dynamics of Machines                          | Mr.J.Rajaparthiban                  |   |
| 5                        | OAT 552          | ICE   | Mr.P.P.Santharaman                  |   |
| <b>IV YEAR / VII SEM</b> |                  |   |                                     |   |
| 1                        | ME 8792          | Power Plant Engineering                       | Dr.T.Pushparaj & Dr.P.P.Santharaman | <ul style="list-style-type: none"> <li>Unitwise MCQ set were posted. E-material were also posted at Google classroom</li> </ul>   |
| 2                        | ME 8793          | Process Planning and cost Estimation          | Mr.S.Sabanayagam                    |   |
| 3                        | ME 8791          | Mechatronics                                  | Mr.M.Sakthivel<br>Mr.Desigan.S      |   |
| 4                        | OIE 750          | Robotics                                      | Mr.B.Ramvignesh                     |   |
| 5                        | ME 8097          | Non Destructive Testing and Evaluation        | Mr.N.Magesh<br>Mr.V.Vijayakumar     |   |
| 6                        | GE 8077          | Total Quality Management                      | Mr.N.Sudhakar                       |   |



**ACADEMIC YEAR 2020-21**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**BRANCHWISE STUDENTS**

| <b>Branch</b> | <b>Student</b>                  |
|---------------|---------------------------------|
| CIVIL         | M.Soundariya, IV Yr             |
|               | K.G.Guruswathik, IV Yr          |
|               | R.Nandhini, III Yr              |
|               | D.Dhinakaran, III Yr            |
|               | R.Madhumitha, II Yr             |
|               | M.Jeyaseelan, II Yr             |
| CSE           | E.Jeevitha, IV Yr               |
|               | K.Vengatesh Ragu, IV Yr         |
|               | T.Selvarani, III Yr             |
|               | E.Hariharan, III Yr             |
|               | Fasila Afreen.J, II Yr          |
|               | Gopinath.P, II Yr               |
| ECE           | Veeralakshmi.M, IV Yr.          |
|               | B.Melvin Charles, IV Yr.        |
|               | M.Kruthika, III Yr.             |
|               | G.Prabhu, III Yr.               |
|               | K.Gayathri, II Yr               |
|               | A.Jayakumar, II Yr              |
| EEE           | S.Aadhavan, IV Yr               |
|               | N.Nandhini, IV Yr               |
|               | U.Abirami, III Yr               |
|               | K.Karthikeyan, III Yr           |
|               | P.Pandidevi, II Yr              |
|               | V.Raghu, II Yr                  |
| MECH          | R.Mohammed Yasin Sharif, IV Yr. |
|               | D.Madhesh, IV Yr.               |
|               | K.Senthamizh Sudar, IV Yr.      |
|               | K.Shriram Sundar, IV Yr.        |
|               | J.Venkateshwaran, III Yr        |
|               | S.Arunpandiyan, III Yr          |
|               | L.Priyadarshan, II Yr.          |
|               | R.Kishore, II Yr.               |



**ACADEMIC YEAR 2019-20 (2<sup>ND</sup> SEMESTER)  
Student Representative Meeting with Principal**

**18.08.19**

**Minutes of Meeting**

Principal convened meeting with II year student representatives on **17.08.19** with the composition of 4 members (2 boys and 2 girls) from engineering branches. With the agenda of identifying student requirements, meeting was organized. Branchwise student representations are as follows:

**CIVIL**

- Laboratory sessions learning / skill enrichment to be supported in a better manner.
- Survey (T) – practical mapping to the course is good. Need better approaches for theoretical preparations to meet AU exams. Additional hour requirement was represented.
- FM(T) – Need additional hours. Better approaches in teaching shall be given. Problems to be solved in class.
- Geology – Need notes for preparation.
- Guest Lecture held recently for 8 Hrs. Feedback for the session was good. Student felt comfortable and ease inspite of continuous session. Representation was made for continuous 2 hrs. slots for subjects.

**CSE**

- No difficulties in courses & lab sessions.
- DPSD – Advanced topics was dealt by ECE faculty.
- Representation for tap repair work at Gents toilet was made.

**ECE**

- Control System – Additional slot requirement was represented. Boy students to be given additional guidance.
- SS – additional slot requirement was represented.
- Maths – Teaching is good. Homework done by students. Additional slot requirement was represented.
- Data structures – Biology students need additional guidance.
- DE – teaching is good.
- Representation for Classroom board size (small) was made.

**EEE**

- No difficulties in Maths, DLC, EMT, EDC, PPE subjects.
- EM – representation for additional hours was made.

**MECH**

- No difficulties in Maths subject, Fluid Mechanics, MT
- Thermodynamics – class control to be established by the faculty. Teaching is good.
- Student regularity to classes is lacking.
- MT lab sessions

*J. Manickam*  
18/08/19

**PRINCIPAL**



**ACADEMIC YEAR 2019-20 (ODD SEMESTER)**  
**Student Representative Meeting with Principal**

**18.08.19**

**Minutes of Meeting**

Principal convened meeting with III year student representatives on 17.08.19 with the composition of 2 members from engineering branches. Students were directed to share their suggestions / grievances about academics and general requirements if any. Branchwise student representations are as follows

**CIVIL**

- Concise study material is required for open elective including diagrams.
- Syllabus completion is made as per plan.
- Waste Water Analysis lab – mercury level low, chemicals shortage. Few repair and services to be undergone.
- Apr-May'19 AU exams – Students unable to attend Part-C questions. Part-A questions all were found difficult for few courses.
- Time management difficulty is found among students.

**CSE**

- MPMC – difficulty in remembering pin diagrams was made. Consolidated diagram sheet will be issued to support.
- 3 hrs Lab slots allotment was insisted.
- Local visit representation was made.
- Lab printout sheet – difficulty in taking printout was represented. Steps will be taken to rectify.

**ECE**

- RES – students found difficulty in writing theoretical paper. Guidance will be provided.
- DSP – additional hours to be allotted.

**EEE**

- Printing machine repair status at Central Library & Ladies hostel was reported. Steps will be taken immediately.

**MECH**

- MM lab - Instrument box and Component box with rust status was reported. Steps will be taken to rectify.
- Open Elective – Diagrams printout as consolidations was represented.
- Metrology – Multimedia based coverage is good.
- Student regularity to be improved
- MT – problems to be discussed.

**Principal insisted for regular learning among students. Guidelines regarding University examination preparations was discussed.**

- Students to follow prescribed textbooks and reference books. Exercises for chapters to be practiced by students.
- Continuous Internal Assessment Test (CAT) pattern change feasibility was discussed. 3 hrs test covering 2 units was proposed. Students coverage of topics per unit will be increased and writing practice will aid them in better performance. Coaching classes will be planned during AN for every subject. Students scoring 70 marks in all the subjects will be exempted from Saturday coaching classes. Students securing marks <60 will be attending evening coaching classes and Saturday coaching classes.
- Syllabus will be completed by Aug'19 end. Revision classes will be conducted after CAT. Students to utilize these slots effectively.
- Students to aim for better grade in University examinations.

J. M. M. M.  
18/8/19

**PRINCIPAL**



**ACADEMIC YEAR 2019-20**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**ATTENDANCE SHEET - II Yr. classes**

| Branch | Student          | Signature       |
|--------|------------------|-----------------|
| CIVIL  | R. Nandhini      | R. Nandhini     |
|        | R. Padma Reka    | R. Padma Reka   |
|        | J. VINDITH KURAR | J. Vinith Kumar |
|        | J. Abraham Raja  | J. Raja         |
| CSE    | Haritharan. E    | H. Haritharan   |
|        | Abirami. P       | P. Abirami      |
|        | Abasena M.       | M. Abasena      |
|        |                  |                 |
| ECE    | A. Sarika        | A. Sarika       |
|        | M. Keerthika     | M. Keerthika    |
|        | G. Prabhu        | G. Prabhu       |
|        | S. THIRUMURUMAN  | S. Thirumuruman |
| EEE    | K. Karthikeyan   | K. Karthikeyan  |
|        | R. Jayaprakash   | R. Jayaprakash  |
|        |                  |                 |
| MECH   | R. Karthikeyan   | R. Karthikeyan  |
|        | S. Swiya         | S. Swiya        |
|        |                  |                 |



**ACADEMIC YEAR 2019-20**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**ATTENDANCE SHEET - III & IV Yr. classes**

| Branch | Student                          | Signature               |
|--------|----------------------------------|-------------------------|
| CIVIL  | M.Soundariya, III Yr             | M.Soundariya.           |
|        | K.G.Guruswathik, III Yr          | [Signature]             |
|        | N. ANTONY JOE, III Yr            |                         |
|        | K.Kowsalya, IV Yr.               |                         |
|        | S.Surya, IV Yr.                  |                         |
| CSE    | K.Vengatesh Ragu, III Yr         | K.Venkatesh Ragu        |
|        | E.Jeevitha, III Yr               | E.Jeevitha              |
|        | Bharanitharan.N, IV Yr.          |                         |
|        | Thilagavathi.S, IV Yr.           |                         |
| ECE    | S.Dhanasekaran, IV Yr            |                         |
|        | K.Priyadharsini, IV Yr.          |                         |
|        | U.Udayarani, III Yr.             | M. Ezhilasi             |
|        | M. Ezhilasi                      |                         |
|        | Melvin Charles, III Yr.          | Melvin Charles          |
| EEE    | S.Parthiban, IV Yr               |                         |
|        | R.Pavithra, IV Yr                |                         |
|        | S.Aadhavan, III Yr               | P. Gopinath             |
|        | P. Gopinath                      | M.P. Parthiban          |
| MECH   | N.Nandhini, II Yr                |                         |
|        | S.Afshal Hussain, IV Yr.         |                         |
|        | Chyleshwar.M, IV Yr.             |                         |
|        | R.Mohammed Yasin Sharif, III Yr. | R.Mohammed Yasin Sharif |
|        | D.Madhesh, III Yr.               |                         |
|        | K.Senthamizh Sudar, III Yr.      |                         |
|        | K.Shriram Sundar, III Yr.        | M. Sathya Moorthi       |
|        | M. Sathya Moorthi                |                         |

INTERNAL QUALITY ASSURANCE CELL  
STUDENT REPRESENTATIVE MEETING – I YR CLASSES  
Minutes of Meeting – 09.10.19

Student Representative Meeting for First year classes was organized on 09.10.19 between 1.00pm and 2.00pm at Principal Cabin. 4 students from every branch of Engineering participated in the meeting.

Principal convened the meeting mentioning the objective of the team and directed student members to represent student issues related to academics and general issues if any. Following points were insisted during the meeting by Principal & Vice Principal

- Prescribed textbooks and reference books to be followed.
- Regular learning to be practiced. Group learning activities shall be practiced during coaching / revision classes. Peer learning support by advanced learners to other teams was also insisted.
- Motivations towards overall development activities and become eligible for campus placements was insisted.

Representations made by students

- CSE branch – bi-lingual approach shall be practiced by Physics faculty for better understanding.
- Mechanical branch – Physics – derivations were found difficult by students. Representation was also made for additional support for maths.
- ECE branch – Physics lab utilization to be made during allotted slots . Break hours shall not be utilized as lab slot. EG slots were missed due to holidays and to be compensated.

General representation

- Tamil medium students from all branches find difficulties in Technical English course. Hence, additional support is required.
- Library slots at regular time table.
- Textbook for mathematics
- Student felt happy with the disciplinary approach practiced at the institute.
- Internal events participation was insisted during the I year study period.

Students were motivated for better performance and to obtain good results in CAT-2, model and University examinations.

*J. Praveen*  
9/10/19.

PRINCIPAL



**ACADEMIC YEAR 2019-20**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**ATTENDANCE SHEET - I Yr. classes (09/10/19)**

| Branch | Student            | Signature               |
|--------|--------------------|-------------------------|
| CIVIL  | B. Agalya          | B. Agalya               |
|        | R. Rengaswari      | R. Rengaswari           |
|        |                    |                         |
| CSE    | S. Swetha          | S. Swetha               |
|        | P. Deepika         | P. Deepika              |
|        |                    |                         |
| ECE    | SM. Swethaa        | SM. Swethaa             |
|        | S. Ramana Bharathi | S. Ramana Bharathi      |
|        | K. Gayathri        | K. Gayathri             |
|        | K. Mathivanan      | K. Mathivanan           |
| EEE    | KRISHNA.M.E.       | <del>KRISHNA.M.E.</del> |
|        | R. REGINA          | R. REGINA               |
|        |                    |                         |
| MECH   | A. Barath babu     | A. Barath babu          |
|        | M. Syed usman Ali  | M. Syed usman           |
|        | A. Siva Sankar     | A. Siva Sankar          |
|        | D. Hari Hasan      | D. Hari Hasan           |

*[Signature]*  
9/10/19

J. Mani  
9/10/19



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)  
Student Representative Meeting with Principal**

**05.03.19**

**Minutes of Meeting**

Principal convened meeting with II year & III year student representatives on 04.03.19 with the composition of advanced, average and slow learner from engineering branches. With the agenda of identifying student requirements, meeting was organized.

Branchwise student representations are as follows.

**II Year classes**

**CIVIL**

- No issues. Extra classes are arranged for tough subjects
- Except Hydraulics Lab based experiments, other labs completed.
- Lateral entry students are able to perform better.

**CSE**

- Need extra coaching for OS & SE.
- PQT -5<sup>th</sup> Unit few topics to be completed

**ECE**

- PRP – 1 Unit to be completed
- LIC lab – 2<sup>nd</sup> batch – simulation based experiments to be completed.

**EEE**

- M&I subject is found tough by students.

**MECH**

- A sec – Maths, SoM, KoM – 5<sup>th</sup> unit is handled.
- B sec- syllabus completed. Labs also completed.

**III Year classes**

**CIVIL**

- No difficulties.

**CSE**

- Need extra classes for DSP and CD
- Lab classes completed

**ECE**

- FPGA Lab – R&D kit based experiment demo was requested.

- T&P training – additional exercises for practice was requested.

#### EEE

- Students are motivated for paper presentation and conference participation
- NIT workshop was found useful.
- PCE skills exercises are useful.
- DEM - need extra slots during revision.

#### MECH

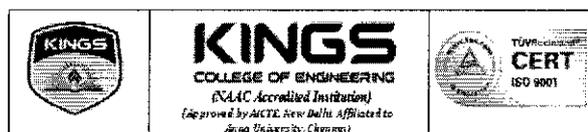
- A- sec -Labs sessions are over. Part-A practice is lagging in students.
- B-sec - ~~FEA~~ subject is tough

(FEA)

Principal motivated students to perform well in exams. Regular reading habits was insisted. Industrial training efforts are to be made effectively. In-House projects are encouraged. Students to concentrate on aptitude skills and overall development so as to land up with better career opportunities. Question bank covers Anna University question set, hence students to practice well and perform better in exams.

J. Prasad  
5/3/19

**PRINCIPAL**



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)  
Student Representative Meeting with Principal**

**05.03.19**

**Minutes of Meeting**

Principal convened meeting with IV year student representatives on 04.03.19 with the composition of 2 overall performers, 1 average and 1 slow learner from engineering branches. Students were given open platform to share their experiences at the campus for 4 years period. Students were also directed to share suggestions if any.

Branchwise student representations are as follows

**CIVIL**

- **Learning experience** was joyful.
- **Appreciated the practices** of Value Added courses, My Credit Course, Library resources, Competency Development classes
- **Structure of Question bank** and its content was appreciated.
- Student from Chennai based mentioned about the **usefulness of coaching classes**.
- **Syllabus coverage and Assessment practice** was appreciated.
- Representation for **Cultural programmes** to be continued was raised.
- Represented about their comfort for color dress over uniform.
- Sports – event participation other than zonal matches was represented.
- Placement opportunities was represented. (efforts are taken)

**CSE**

- **Coaching & Saturday classes** though found tough initially was effective and useful.
- **Goolge classroom practice** is good.
- **Question bank is good. Guidance by staff is good.**
- **Revision classes** are very useful.
- **Coding** by student can be encouraged more.
- **Initiatives for communication skills** improvement was represented.
- Training sessions / provision for **GMAT / GRE / IELTS / UPSC exams** shall be arranged.

- **Arrear students** to be motivated for external event participation. OD not to be sanctioned based on arrear.
- **Lab printout sheet** size can be set as the size of **A4**. Find difficulties in taking printout.

#### ECE

- **Care and guidance is good.**
- **College timing is comfortable.**
- Representation for **Assessment answer script** correction can be made by staff not handling class / course
- **Weekly test during T&P hours. Additional practice for aptitude skills.**
- **Library - Computing system issue** due to virus was mentioned. (Steps taken to resolve).
- **Students** represented for Dispensary facility. (Steps will be taken)

#### EEE

- **Need printout facility at Library**
- **Question bank** distribution can be made little earlier.
- **Student friendly approach is good.**

#### MECH

- **CNC Machine** utilization can be enhanced. Service pack alone utilized. Other labs are OK.
- **Overall development activities** was appreciated and found effective. Stage fear defeated. Motivations for overall growth at KINGS is good. 18<sup>th</sup> ISTE provided platform to stage and then continued with other events.
- **Assignment Presentation Hour (APH)** is useful. To be continued effectively,
- **Graduation Day** certificate by Parents is good.
- **Staff-Student relationship** is good. Staff members are motivating and supporting for overall growth of students.
- **ALUMNI** interaction sessions are useful.

**Principal & Vice-Principal insisted for** student preparation towards placement opportunities. **Examination** preparation guidelines was shared. Mathematics arrear coaching sessions to be utilized. Principal appreciated the batch for their performance, wished students for better performance in exams and successful career.

*Rdt*

*J. Permatan*  
05/3/19  
PRINCIPAL



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)  
Student Representative Meeting with Principal**

**06.03.19**

**Minutes of Meeting**

Principal convened meeting with I year student representatives on 05.3.19 with the agenda of academic progression and identification of support needed by students. Two advanced learners and 1 average & slow learner from each branch participated in the meeting.

Principal briefed on the following matters during the meet.

- Students should cultivate habit of regular learning & coverage of topics dealt every day. Regularity in attending classes, lab sessions, internal assessments was insisted.
- Students were informed about maintaining better CGPA with nil arrear status for availing campus placement opportunities. Students were advised to improve English communication skills.
- Regulations 2017 major highlights was briefed.
- Homeworks assigned for Mathematics courses are to be completed and submitted every day. Necessary support will be provided to support student progression in studies.
- Anna University preparatory guidelines was given
  - Prescribed textbooks and reference books are to be utilized for preparations.
  - Internal Assessment Question paper matches with the Anna University end-sem exam question paper. Students were instructed to prepare well for internal assessments, raise their standards and perform well.
  - Question Bank covers previous year Anna University Question paper collections. Hence, students were advised to utilize question bank for their preparations.
  - Students were also advised to attend Part-A questions for better scores.
- Students were advised to enhance their skills, maintain consistent records and avail placement opportunities.

**Branch specific representations made are as follows:**

**CIVIL**

- Need additional sessions. Content delivery to be little more elaborated.
- Physics – need simplified notes.
- Engineering Mechanics – Good
- Other subjects no issues.

**CSE & ECE**

- No issues

**EEE**

- Circuit Theory – difficult to understand. Need more support.

**MECH**

- BEEE – Need notes

*J. M. ...*  
6/3/19.

**PRINCIPAL**



**ACADEMIC YEAR 2018-19**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
 (Towards Quality improvement initiatives)  
**ATTENDANCE SHEET - II & III Yr. classes**

| Branch | Student   | Signature          |
|--------|---|--------------------|
| CIVIL  | M.Soundariya, II Yr                                 | M.Soundariya.      |
|        | K.G.Guruswathik, II Yr                              | AB                 |
|        | K.Kowsalya, III Yr.                                 | K.K.               |
|        | S.Surya, III Yr.                                    | S.S.               |
| CSE    | K.Vengatesh Ragu, II Yr                             | K.Venkatesh Ragu   |
|        | E.Jeevitha, II Yr                                   | E.Jeevitha         |
|        | Bharanitharan.N, III Yr.                            | B.N.               |
|        | Thilagavathi.S, III Yr.                             | S.Thi              |
| ECE    | S.Dhanasekaran, III Yr                              | S.D.               |
|        | K.Priyadharsini, III Yr.                            | K.P.               |
|        | U.Udayarani, II Yr.                                 | U.Udayarani        |
|        | Melvin Charles, II Yr.                              | Melvin Charles     |
| EEE    | S.Parthiban, III Yr                                 | S.Parthiban        |
|        | R.Pavithra, III Yr                                  | R.Pavithra         |
|        | S.Aadhavan, II Yr                                   | S.Aadhavan         |
|        | N.Nandhini, II Yr (N.Ishwarya)                      | N.Ishwarya         |
| MECH   | S.Afshal Hussain, III Yr.                           | S.Afshal Hussain   |
|        | Chyleshwar.M, III Yr. E. Sanjay                     | E. Sanjay          |
|        | R.Mohammed Yasin Sharif, II Yr. (P. ENOCH EBENEZER) | P.E.               |
|        | D.Madhesh, II Yr.                                   | D.Madhesh          |
|        | K.Senthamizh Sudar, II Yr.                          | K.Senthamizh Sudar |
|        | K.Shriram Sundar, II Yr.                            | AB                 |

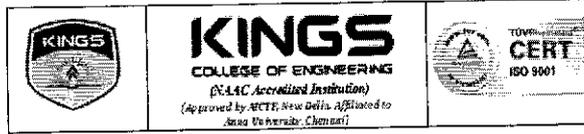
S. Manicki  
4/3/19.  
**PRINCIPAL**



**ACADEMIC YEAR 2018-19**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
**(Towards Quality improvement initiatives)**  
**ATTENDANCE SHEET - IV Yr. classes**

| Branch | Student              | Signature                   |
|--------|----------------------|-----------------------------|
| CIVIL  | A. Neka              | <i>A. Neka</i>              |
|        | S. Amar Selvan       | <i>S. Amar Selvan</i>       |
|        | M. Srinidhiyan       | <i>M. Srinidhiyan</i>       |
|        | S. Vasanth           | <i>S. Vasanth</i>           |
| CSE    | S. Bhaneshwari       | <i>S. Bhaneshwari</i>       |
|        | S. Yuvalakshmi Priya | <i>S. Yuvalakshmi Priya</i> |
|        | Mohan Kumar S        | <i>Mohan Kumar S</i>        |
|        | B. Jayaprakash       | <i>B. Jayaprakash</i>       |
| ECE    | J. Tamil Selvan      | <i>J. Tamil Selvan</i>      |
|        | N. Vigneshwar        | <i>N. Vigneshwar</i>        |
|        | G. Anitha            | <i>G. Anitha</i>            |
|        | K. GIYATHRY          | <i>K. GIYATHRY</i>          |
| EEE    | K. Muthumana         | <i>K. Muthumana</i>         |
|        | R. Baranika          | <i>R. Baranika</i>          |
|        | J. Dhinesh           | <i>J. Dhinesh</i>           |
|        | B. Rohith            | <i>B. Rohith</i>            |
| MECH   | R.R. PRAVIN          | <i>R.R. Pravin</i>          |
|        | M. B. Sankar         | <i>M. B. Sankar</i>         |
|        | G. ALEXRAJA          | <i>G. Alex Raja</i>         |
|        | R. SIYA PRASATH      | <i>R. Siya Prasad</i>       |

*J. Praveen*  
4/3/19.



**ACADEMIC YEAR 2018-19**  
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
**(Towards Quality improvement initiatives)**  
**ATTENDANCE SHEET - I Yr. classes**

| Branch | Student           | Signature         |
|--------|-------------------|-------------------|
| CIVIL  | R. Nandhini       | R. Nandhini       |
|        | R. Padma Rekha    | R. Padma Rekha    |
|        | J. Vinoth kumar   | J. Vinoth kumar   |
|        | R. Vijaya prakash | R. Vinodh         |
| CSE    | M. Abasina        | M. Abasina        |
|        | P. Abirami        | P. Abirami        |
|        | E. Harsharan      | Harsharan E       |
|        | R. Sarath kumar   | R. Sarath kumar   |
| ECE    | S. Thirumangan    | S. Thirumangan    |
|        | A. Sarika         | A. Sarika         |
|        | M. Keerthika      | Keerthika         |
|        | B. Kruthika       | B. Kruthika       |
| EEE    | U. ABIRAMI        | U. Abirami        |
|        | S. JAGDEESH       | S. Jagdeesh       |
|        | R. JAYAPRAKASH    | R. Jayaprakash    |
|        | G. SANTHOSH       | G. Santhosh       |
| MECH   | U. Muthu kumar    | U. Muthu kumar    |
|        | K. Sigineshwaran. | K. Sigineshwaran. |
|        | R. Karthikeyan    | R. Karthikeyan    |
|        | Krishnakanth      | S. Krishnakanth   |

J. Doran  
5/3/19



**ACADEMIC YEAR 2018-19 (ODD SEMESTER)  
Student Representative Meeting with Principal**

08.08.18

**Minutes of Meeting**

Principal convened meeting with II year class student representatives on 7.8.18 with the agenda of academic progression and identification of support needed by students. Two advanced learners and two average learners from each branch of II year class participated.

**Common representation regarding academics –I Semester  
(Dec'17-Jan'18 AU exam)result aspects**

| <b>Representation made</b>   | <b>Initiative / steps planned to support/ suggestions provided</b>               |
|--|--|
| <b>CIVIL</b>   |  |
| No difficulties in subjects & labs. CDC for advanced learner covers soft skill and communication skills classes.                       | General : Students to practice exercise problems for problem based subjects.     |
| <b>CSE</b>   |  |
| Communication Engineering : students represented for additional support.   | Will be provided.  |
| Issue of Lab manual & Question bank  | Will be completed by this week.  |
| IS&LS lab was scheduled in Saturdays   | Will be scheduled during weekdays.   |
| <b>ECE</b>   |  |
| Signals and Systems : Students requested for additional support. Few students were unable to understand concepts. Requested for notes. | Additional sessions will be arranged. Issue will be dealt.                       |
| ADC Lab : Few equipments not working (including power supply)  | Will be rectified.   |
| <b>EEE</b>   |  |
| No difficulties in theory subjects   | -  |
| Electronics Lab : Ammeter reading deviations   | Will be rectified.   |
| <b>Mech</b>  |  |
| Students represented for additional support for Engineering Thermodynamics, Fluid Mechanics and Machinery subjects                     | Will be provided. Tutorial sessions will be planned during 8 <sup>th</sup> hour. |
| Students represented about hotness at Manufacturing Technology lab   | Appropriate set is available. Windows to be kept open.                           |
| Few machines at CAD lab not functioning  | Will be rectified.   |

### General requirements mentioned by students and solution provided

- Few long distance students represented for closing timing as 4.30pm.
  - Giving importance to the revision slot (8<sup>th</sup> hour) which includes preparation cum test, it was resolved by commuting 1<sup>st</sup> slots for long distance routes.
- Request for hostel study timing changes.
  - Will be discussed and finalized.
- Participation in sport activities.
  - Interested candidates shall avail extended hour sport facilities.
- Hostel computing facility (Girls hostel)
  - Systems with internet facility will be provided.

### General suggestions made(Principal & Vice-Principal)

- Books are procured for all subjects. Prescribed text books and reference books to be utilized in preparation. Faculty will provide unitwise material for supporting in preparation.
- For all problem based subjects, book exercises to be practiced by students exhaustively. Additional revision slots will be provided for problem based subjects.
- Class securing 75% and above results in Anna University examinations will be permitted for Industrial visit. ISRO, Thermal Power station-Koodankulam and other related centre visits will be arranged.
- Absenteeism for internal assessments will be viewed seriously.
- Regulations 2017 is designed meeting the latest technological implementations and usage. Students to understand the raise in standard and inculcate regular learning habits to fair well.
- Since II year curriculum introduces core engineering papers, students to work hard regularly. Being explored to the AU examinations for 2 semesters, students to cope up and prepare well for examinations.

*J. Muthu*  
9/8/18  
PRINCIPAL

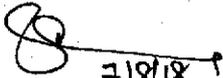


ACADEMIC YEAR 2018-19 -ODD

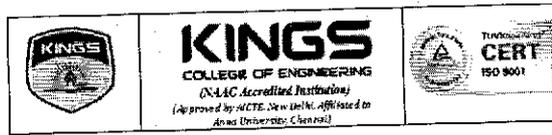
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)**

**ATTENDANCE SHEET**

| Branch | Student                 | Signature               |
|--------|-------------------------|-------------------------|
| CIVIL  | M.Soundariya            | M.Soundariya.           |
|        | K.Guruswathik           | Guru Swathik            |
| CSE    | K.Vengatesh Ragu        | K.Vengatesh Ragu        |
|        | E.Jeevitha              | E.Jeevitha              |
| ECE    | U.Udayavani             | U.Udayavani             |
|        | Melvin Charles          | Melvin Charles          |
| EEE    | S.Aadhavan              | S.Aadhavan              |
|        | N.Nandhini              | N.Nandhini              |
| MECH   | R.Mohammed Yasin Sharif | R.Mohammed Yasin Sharif |
|        | D.Madhesh               | D.Madhesh               |
|        | K.Senthamizh Sudar      | K.Senthamizh Sudar      |
|        | K.Shriram Sundar        | K.Shriram Sundar        |

  
18/8/18  
VICE-PRINCIPAL

J. Praveen  
18/8/18  
PRINCIPAL



**ACADEMIC YEAR 2018-19 (ODD SEMESTER)**  
**Student Representative Meeting with Principal**

**23.08.18**

**Minutes of Meeting**

Principal convened meeting with III year & IV year student representatives on 21.8.18 with the agenda of academic progression and identification of support needed by students. Two advanced learners and two average learners from each branch of II year & III Year classes participated. Principal briefed on the following matters during the meet.

- **All genuine student representations** are considered and necessary efforts are taken towards meeting student requirements. Student feedback is collected through various means viz., CCM, Staff Appraisal, IQAC meetings, Counseling sessions, Grievances redressal cell etc. KCE practice of Grandparents degree by Parents was highlighted and the responsibility that every son / daughter should have in honoring their parents was insisted.
- Principal enlightened on the efforts to be taken by the students towards **improving skills that are essential for engineers**. Periodical practices adopted at KCE was referred and students were directed to utilize the opportunities. Necessity for consistent learning habit and concept based learning was insisted. Peer team support shall be practiced for betterment.
- **Placement opportunities** created at KCE to be utilized by IV year students by exclusive utilizing training slots offered.
- **Periodical tests** are conducted to give better exposure and face AU exams with confidence. Students to be regular to classes and attend tests / exams with appropriate preparations. Retests are conducted to aid the slow learner to earn internals.
- **CDC classes** for advanced learners **enriching their skills** and **KDC classes** for average & slow learners supporting them for **academic courses** are practiced during this semester onwards. Students are directed to utilize their slots effectively.
- **Regularity and Punctuality** among students was insisted for regular classes and for examinations. Few deviations are identified in certain departments.

- **Quality final year project work** was insisted. Students to prepare for survey paper presentation , publication during VII semester and conference , journal publication during VIII semester.
- **SWAYAM** courses to be undergone by students. Class with maximum registration will be honored.
- **Professional society activities** are organized providing opportunity for talent exposure and enrichment. Students to utilize the events organized.

#### **General requirements mentioned by students and solution provided**

- **College closing time revision** was represented by students to support long distance student commutation (public transport facility availing students). Representation will be considered and changes will be informed shortly.
- **Arrear subject coaching** was represented by students. Classes are organized for mathematics subject. Respective department HoD will arrange for classes as per student request.
- Representation regarding **GATE classes** for Mechanical IV year student was made. Efforts will be made by the department to impart better exposure.
- Inclusion of **1 arrear students for CDC session** was represented. Students shall contact respective HoD and shall attend sessions.
- **Sports** - representation regarding inter-zonal game participation by athletes was made. Student to report with record of individual achievements and will be dealt suitably encouraging student participation.
- **Symposium** - general code of conduct to be followed. Refreshment representation was made. Students will be informed shortly about the decision. It was insisted to convene symposium meeting its objective of knowledge sharing, skill exposure, networking with community and enhancing organizing skills among student community.
- **Local visit / Industrial visit** will be considered crediting AU results.

*J. Narayan*  
23/8/18

**PRINCIPAL**



ACADEMIC YEAR 2018-19 - ODD

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)**

**ATTENDANCE SHEET**

| Branch | Student                   | Signature                |
|--------|---------------------------|--------------------------|
| CIVIL  | K.Kowsalya, III Yr.       | <i>K.Kowsalya</i>        |
|        | S.Surya, III Yr.          | <i>AB</i>                |
|        | A.Neka, IV Yr             | <i>A. Neka</i>           |
|        | S.Vasanth, IV Yr.         | <i>S.Vasanth</i>         |
| CSE    | Santhosh Ram.D, IV Yr.    | <i>D. Santhosh</i>       |
|        | Samaya.G, IV Yr.          | <i>G. samaya</i>         |
|        | Bharanitharan.N, III Yr.  | —                        |
|        | Thilagavathi.S, III Yr.   | —                        |
| ECE    | S.Dhanasekaran, III Yr    | <i>S. Dhanasekaran</i>   |
|        | K.Priyadharsini, III Yr.  | <i>K. Priyadharsini</i>  |
|        | K.Gayathry, IV Yr.        | —                        |
|        | J.Tamilselvan, IV Yr.     | <i>J. Tamilselvan</i>    |
| EEE    | S.Parthiban, III Yr       | —                        |
|        | R.Pavithra, III Yr        | <i>R. Pavithra</i>       |
|        | R.Santhoshsamy, IV Yr.    | <i>R. Santhoshsamy</i>   |
|        | K.Muthumeena, IV Yr.      | <i>K. Muthumeena</i>     |
| MECH   | S.Afshal Hussain, III Yr. | <i>S. Afshal Hussain</i> |
|        | Chyleshwar.M, III Yr.     | <i>M. Chyleshwar</i>     |
|        | M.Manohari, IV Yr.        | <i>M. Manohari</i>       |
|        | Alex Raja.G, IV Yr.       | <i>G. Alex Raja</i>      |

*[Signature]*  
21/8/19  
VICE-PRINCIPAL

*J. Anantha*  
21/8/19  
PRINCIPAL



ACADEMIC YEAR 2018-19 - ODD

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)

ATTENDANCE SHEET

| Branch | Student                            | Signature                          |
|--------|------------------------------------|------------------------------------|
| CIVIL  | T. Nandhini (III year)             | T. Nandhini                        |
|        | P. Shalini (IV year)               | P. Shalini                         |
| CSE    | S. Yuvalakshmi Prige (III yr)      | S. Yuvalakshmi                     |
|        | K. Pradeep                         | K. Pradeep                         |
| ECE    | G. Shobasree / Abinaya / K. J.     | G. Shobasree / K. J.               |
|        | M. AJAY                            | M. Ajay                            |
| EEE    | R. AKASH                           | R. Akash                           |
|        | SOMNIA . S                         | S. Somnia                          |
|        | S. padman .<br>RASICA . M          | S. Padman .<br>M. Rasica           |
| MECH   | K. Abinash . K (III yr)            | K. Abinash . K                     |
|        | B. Veeracharan<br>S. Ranitha Kumar | B. Veeracharan<br>S. Ranitha Kumar |

CIVIL K. Ganesh Adhithya

K. Ganesh

ECE S. JEEVA

S. Jeeva

CIVIL M. MOHAMED AMEERALI

M. Ameerali

MECH R. Madhan

R. Madhan

CIVIL M. Nithish Kumar

M. Nithish Kumar

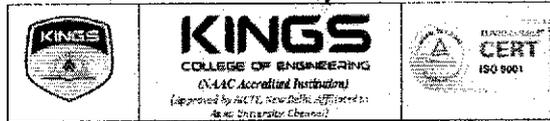
EEE P. Aravindan

P. Aravindan

ECE S. Barkravan .

S. Barkravan .

J. Pradeep  
21/8/18



**ACADEMIC YEAR 2018-19 (ODD SEMESTER)**  
**Student Representative Meeting with Principal**

**17.09.18**

**Minutes of Meeting**

Principal convened meeting with II year Lateral entry students on 15.9.18 with the agenda of identifying support needed by students and motivate students for better performance. Principal elaborated on the following points initially and directed students to mention about their requirements.

- Highlights about **Regulations 2017 and Examination pattern** was detailed and students were insisted to prepare well for AU examinations.
- Importance of maintaining **consistent academic records** and **Placement opportunities** for students was explained.
- **Preparatory tips** for theoretical and problem based paper was detailed.
- Importance of **Quality project works** was explained.
- Students were directed to inculcate **regular learning habit** and conceptual learning for fairing well in AU exams.
- Students were directed to seek support of subject staff for any clarification in subjects.
- Students to solve book exercises for problem based subjects.
- Students to abide to the rules and code to maintain discipline

**Departmentwise representation made by students**

| <b>Representation made</b>   | <b>Initiative / steps planned to support/ suggestions provided</b>  |
|--|---|
| <b>CIVIL</b>   |   |
| Fluid Mechanics & Strength of Materials :<br>Extra classes required                    | Will be arranged  |
| Construction Material : Keypoints required.<br>Teaching in Tamil language              | Keypoints will be provided. Students to cope up language skills. Additional support will be provided by staff |
| <b>CSE</b>   |   |
| Communication : Engineering : students represented for additional support for problems | Will be provided.   |
| OOPS : Support for writing Java Programs   | Will be provided  |
| <b>ECE</b>   |   |
| Additional revision slots for subjects   | Additional sessions will be arranged.   |

| Representation made   | Initiative / steps planned to support/ suggestions provided |
|---|---|
| <b>EEE</b>  |   |
| Electro Magnetic Theory : Need additional support(Find difficulties in following equations) | Will be provided  |
| <b>Mech-A</b>   |   |
| Students represented for additional support for Maths, Fluid Mechanics                      | Will be provided.   |
| <b>Mech-B</b>   |   |
| Thermodynamics : Fast delivery. Not able to follow  | Will be addressed   |

Students shall utilize Suggestion box and Grievances redressal cell to register any issues / requirements.

*J. Narayan*  
26/9/18

PRINCIPAL

ECE — S. Jayaram

EEE — C. Raj

CSE → ~~Y. Jayaram~~ 21/9/18

CIVIL — P. Sankar

MECH — A. Sridhar 27/9/18

I year → D. Raja



ACADEMIC YEAR 2018-19-ODD

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)

ATTENDANCE SHEET

Lateral Entry students

(15.9.18)

| Branch | Student                 | Signature                |
|--------|-------------------------|--------------------------|
| EEE    | P. GOPINATH             | P. Gopinath              |
| CIVIL  | V. SARAVANAN            | V. Saravanan             |
| CIVIL  | S. GURUHARAN            | S. Guruharan             |
| CIVIL  | L. BOOMIDURAI           | L. Boomidurai            |
| CIVIL  | L. Velupras Paul        | L. Velupras Paul         |
| EEE    | S. Harisharan           | S. Harisharan            |
| CIVIL  | P. SANTHOSH KANDHAN     | P. Santosh Kandhan       |
| Civil  | Logesh. A               | A. Logesh                |
| CIVIL  | A. ARUL STALIN          | A. Arul Stalin           |
| Civil  | K. Anokha Alex          | K. Anokha Alex           |
| CIVIL  | R. Vignesh              | R. Vignesh               |
| Civil  | T. Praveen              | T. Praveen               |
| Mech   | S. Anil Jose            | S. Anil Jose             |
| Mech   | J. Vijay Chandru        | J. Vijay Chandru         |
| Civil  | T. Premnath             | T. Premnath              |
| Civil  | K. NARESH VEKKAL DAGANU | K. Nareesh Vekkal Daganu |
| Mech   | B. Raja Rajeswaray      | B. Raja Rajeswaray       |
| Mech   | K. Sathesh sharan       | K. Sathesh sharan        |





**ACADEMIC YEAR 2018-19 (ODD SEMESTER)  
Student Representative Meeting with Principal**

**30.10.18**

**Minutes of Meeting**

Principal convened meeting with I year class student representatives on 30.10.18 with the agenda of academic progression and identification of support needed by students . one advanced learner and one average learner from each section of I year class participated.

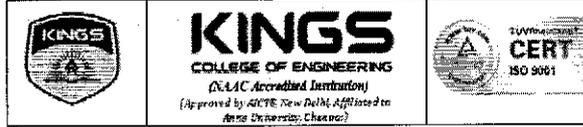
**Common representation regarding academics -I Semester**

| <b>Representation made</b>   | <b>Initiative / steps planned to support/ suggestions provided</b>      |
|--|---|
| <b>A -SECTION</b>  |   |
| Communicative English: Weekly 5 hours are given. But utilization is 3 hours only.  | Informed concerned staff & no alterations in hours will be entertained. |
| Engineering Physics: The concern staff had taken break and lunch hours   | Staff member informed about this.                                       |
| Problem solving and python programming: Due to holidays, lab hours are shortage.   | Hours will be compensated.  |
| <b>B -SECTION</b>  |   |
| Engineering chemistry: Tamil medium students felt difficult to follow teaching in English.   | Staff member informed & suitably classes will be handled.               |
| Engineering Mathematics: He had given more number of problems as home work, the successive day he had given the final answer only. It is difficult for solving home works. | Guidance will be provided by staff.                                     |
| <b>C -SECTION</b>  |   |
| Engineering Mathematics: Cannot understand the concepts clearly.   | Additional coaching will be provided.                                   |
| <b>D -SECTION</b>  |   |
| General: Class handling ladies staff members treats the slow learners not good, and using harsh words.   | Staff members informed and will not occur in future.                    |
| <b>E -SECTION</b>  |   |
| No difficulties for teaching in all subjects   | ---   |

### **General requirements mentioned by students and solution provided**

- In EG-Drawing Hall, fan and tube lights facilities are not enough and some of them are not in working condition.
- Need internet connection in girls hostel.
  - Systems with internet facility will be provided
- In first year class rooms most windows are damaged.
- On the way to canteen, senior boys are sitting in the wall. This made inconvenience for first year girls.
- In girls hostel the wastages are put in the lift, mosquitoes are formed due to this
- In first year block, rest rooms (both boys and girls) are not maintained properly.

*J. Prasad*  
*30/10/18*  
**PRINCIPAL**

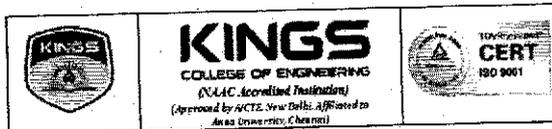


ACADEMIC YEAR 2018-19 -ODD

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)

ATTENDANCE SHEET J 48.  
(30.10.18)

| Branch | Student          | Signature               |
|--------|------------------|-------------------------|
| CIVIL  | P. Sitantharasan | <i>P. Sitantharasan</i> |
|        | K. Hariya        | <i>K. Hariya</i>        |
| CSE    | P. ABINAYA       | <i>P. Abinaya</i>       |
|        | B. Kabilan       | <i>B. Kabilan</i>       |
| ECE    | R. Vishwanath    | <i>R. Vishwanath</i>    |
|        | S. Chitra sri    | <i>S. Chitra sri</i>    |
| EEE    | P. RAGHUL        | <i>P. Raghul</i>        |
|        | N. ISHWARYA      | <i>N. Ishwarya</i>      |
| MECH   | K. Anitha Kumar  | <i>K. Anitha Kumar</i>  |
|        | S. SIVA          | <i>S. Siva</i>          |



**ACADEMIC YEAR 2017-18 (EVEN SEMESTER)  
Student Representative Meeting with Principal**

**08.02.18**

**Minutes of Meeting**

Principal convened meeting with I year class student representatives on 8.2.18 with the core agenda of support needed for academic progression. Two representatives (1 boy and 1 girl) from each branch of I year class participated, put across the following points. Suitable measures to resolve the issues raised were made.

**Common representation regarding academics -I Semester  
(Dec'17-Jan'18 AU exam) result aspects**

| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b>  |
|---|---|
| <b>Mathematics-I</b>  |   |
| Mathematics question paper covered unexpected problems. 3 indirect questions were asked in Part-B section. Part -A was also found difficult. Students were unable to identify the method to be used for solving problem | <ul style="list-style-type: none"> <li>• Prescribed /Reference books are issued for current semester for better exposure.</li> <li>• Unitwise solved material will be issued to students for preparation</li> </ul>   |
| For Part-A section, question bank was referred for preparation. Lack of sufficient exposure.  |   |
| University Exam schedule (1 day gap between exams except physics) was not sufficient for preparation  | Students were insisted for regular reading practices to raise to the standard of engineering courses. Day before exam to be utilized for revising the learnt content.   |
| <b>Engg. Physics</b>  |   |
| Due to postponement of AU exams, more leave days. Students has missed due to lethargic attitude. Question paper was easy.   | <ul style="list-style-type: none"> <li>• Students were informed about the credit of No history of arrear record in academics for placement drives.</li> <li>• Examination for failed subjects will be held during next odd semester only. Hence, students have to understand the credit of clearing papers with good marks in the current semester itself.</li> </ul> |
| <b>Problem Solving and Python Programming</b>   |   |
| Reason for "Mech-A students were able to get only 50% of results though other branches have faired well" -<br>Students cooperation was missing.   | <ul style="list-style-type: none"> <li>• Students to be regular to classes and follow the instructions given by faculty for better performance.</li> </ul>  |

| Representation made   | Initiative / steps planned to support/ suggestions provided |
|---|---|
| <b>Engineering Graphics</b>   |   |
| For morning batch, question paper was tough. Only 3 questions were found easier. Unit 1 and 5 <sup>th</sup> questions were unexpected. In spite of more problems solved during class hours students were unable to do better. | Application oriented questions to be practiced.             |
| For afternoon batch, students were unable to understand the question.   |   |
| <b>Engg. Chemistry</b>  |   |
| Class tests was not taken serious by Mechanical students. Retest followup also was not utilized by students   | Student cooperation was sought in future.                   |

### Branchwise representation regarding academics -Current Semester

| Representation made  | Initiative / steps planned to support/ suggestions provided   |
|--|---|
| <b>Civil Engg.</b>   |   |
| <b>Basic Electrical and Electronics Engineering</b> by Ms.E.Suganya<br>- No difficulties   | <ul style="list-style-type: none"> <li>• Students to prepare theoretical aspects of the problems and equip for attending any sought of question paper</li> <li>• Unitwise notes will be given by faculty</li> </ul> |
| <b>Engg. Mechanics</b> by Mr.M.Mohammed Ilyas<br>- No difficulties   | <ul style="list-style-type: none"> <li>• Textbook purchase for the subject was insisted</li> </ul>  |
| <b>Engg. Mathematics -II</b> by Ms.G.Ramya Arokiyarnary<br>- No difficulties (Books issued)  | -   |
| <b>Environmental Science and Engineering</b> by Ms.P.Vijayakumari- No difficulties   | -   |
| <b>English</b> by Mr.K.Albert Lawrance<br>- No difficulties  | -   |
| <b>Physics for Civil Engg.</b> by Mr.A.Anbazzhagan<br>- No difficulties  | -   |
| <b>Engg. Practices Lab</b> by Mr.M.Mohammed Ilyas<br>Mr.R.Sundaramoorthi<br>- No difficulties  | -   |
| <b>CAD Lab</b> <ul style="list-style-type: none"> <li>• Demo to be given in batches</li> <li>• More input shall be provided</li> </ul> | Will be provided by the faculty in-charge.  |
| Question bank and lab manual issue   | Will be made within a week  |
| Exposure to better presentation needed   | Faculty will give the required exposure   |
| <b>EEE</b>   |   |

| Representation made   | Initiative / steps planned to support/ suggestions provided |
|---|---|
| <b>English by Mr.K.Albert Lawrence</b><br>- No difficulties   | -   |
| <b>Engg. Mathematics II by Ms.S.Revathi</b><br>- No difficulties<br>Doubts are attended. Homeworks are given and verified.  | -   |
| <b>Physics by Ms.S.Anuradha</b><br>Delivery is good. But, few students are unable to understand. Need more attractive session   | Will be made by faculty                                     |
| <b>Environmental Science and Engineering by Dr.S.Udhayakumar</b> - No difficulties  | -   |
| <b>Basic Civil &amp; Mechanical Engg. by Mr.S.Giridharan</b> - No difficulties<br>Classes are interesting and easy to follow  | Students to utilize the rich experience of the faculty      |
| <b>Circuit theory - Ms.A.Prabha</b> - No difficulties   | -   |
| <b>Labs - No difficulties</b><br>Engineering practices lab by Mr.R.Sundaramoorthi, Mr.M.Mohammed. Ilyas<br>Electrical circuits lab by Mr.P.Narasimhan, Ms.A.Prabha              | -   |
| <b>ECE</b>  |   |
| <b>Engg. Mathematics-II by Ms.N.Latha</b><br>- No difficulties<br>Homeworks given and verified. Individual support given  | -   |
| <b>English by Mr.P.Rajeshwaran</b><br>- No difficulties   | -   |
| <b>Physics for Electrical Engg. by Ms.S.Anuradha</b><br>Student involvement is missing. Classes shall be made interesting   | Will be made by faculty.                                    |
| <b>Circuit theory by Ms.C.M.Kalaiselvie</b><br>- No difficulties  | -   |
| <b>Electron devices by Mr.W.Newton Davidraj</b><br>- No difficulties  | -   |
| <b>Basic Electrical and Electronics Engineering by Ms.P.Thirumagal</b><br>- No difficulties<br>Books are to be identified and issued  | Will be made.   |
| <b>Labs- No difficulties</b><br>Circuits & Devices lab by Mr.K.Sudarsanan, Mr.W.Newton David Raj<br>Engg. Practices lab by Mr.S.Sivakumar, Ms.C.M.Kalaiselvie, Mr.R.Suryamurthy | -   |

| <b>CSE</b>  |   |
|---|---|
| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b>  |
| <b>English</b> by Mr.P.Rajeshwaran<br>- No difficulties. Classes interesting  | -   |
| <b>Engg. Mathematics-II</b> by Dr.R.Suresh<br>- No difficulties<br>• Easy to follow. Homework verified. Individual support given.<br>• 12 <sup>th</sup> Maths coverage does not mandate on Integral calculus preparation. Hence, additional classes can be given. | • Special classes will be organized. In 2 slots session will be organized for all the branches.           |
| <b>Basic Electrical Electronics and Mechanical Engineering</b> by Mr.S.R.Karthikeyan<br>Slow learners are not able to cope-up.  | • Since course coverage is vast, additional special session will be organized for Mech, EEE, CSE branches |
| <b>C Programming</b> by Ms.G.Chandrababha<br>Students find subject tough.   | • More programming examples will be provided during lab session.<br>• Additional support will be made.    |
| <b>Environmental Science and Engineering</b> by Dr.A.L.Kavitha- No difficulties   | -   |
| <b>Physics for Information Science</b> by Ms.R.Umamaheshwari - No difficulties  | -   |
| <b>Labs</b> - No difficulties<br>More writing work due to manual readiness<br><br>Engg. Practices lab by<br>Mr.R.Balakrishnan, Mr.P.Rajapriyan<br>Mr.G.Mathivanan<br><br>Computer Programming Lab<br>Mr.D.Sivakumar, Mr.M.Arun                                    | • Will be provided within a week  |
| <b>Mech- A</b>  |   |
| <b>English</b> by Dr.V.Kumaran- No difficulties<br>Faculty speaking fully in English and deep level delivery. Few students to cope-up.  | • Students to utilize the sessions  |
| <b>Engg. Mathematics II</b> by Mr.G.Jeyakrishnan<br>- No difficulties   | -   |
| <b>Basic Electrical and Electronics Engineering</b> by Mr.M.Mayapandi<br>- No difficulties  | -   |
| <b>Environmental Science and Engineering</b> by Dr.P.Saravanan- No difficulties   | -   |
| <b>Material Science</b> by Mr.A.Anbazzhagan<br>- No difficulties  | -   |
| <b>Engg. Mechanics</b> by Mr.S.Giridharan<br>- No difficulties  | -   |

| Representation made  | Initiative / steps planned to support/ suggestions provided    |
|--|--|
| <b>Basic Electrical Electronics and Instrumentation Engg. Lab</b> - by Mr.M.Mayapandi, Mr.V.Moorthy<br>Hour utilization to be made effective. One hour was only used for experiments and concepts unknown. | Concepts will be taught in the 1hr. and 2 hours for experiment |
| <b>Engineering practices lab</b> by Ms.P.Geethabai, Ms.E.Suganya, Mr.Rajeshkumar.S<br>No difficulties  | -  |
| <b>Mech- B</b>   |  |
| <b>Basic Electrical and Electronics Engineering</b> by Mr.P.Narasimman<br>Classes going on fast. Slow learners find it difficult   | • Special session will be organized                            |
| <b>Engg. Mathematics II</b> by Ms.J.Angelin Thamaraiselvi<br>- No difficulties   | -  |
| <b>English</b> by Mr.k.Radhakrishnan<br>- No difficulties  | -  |
| <b>Environmental Science and Engineering</b> - by Dr.V.Sureshkumar -No difficulties  | -  |
| <b>Material Science</b> by Mr.S.Ambalatharasu - No difficulties  | -  |
| <b>Engg. Mechanics</b> by Mr.Melwin J.Sridhar<br>Subject tough. Teaching is good.  | Problem based subject. Hence, students to concentrate more.    |
| <b>Basic Electrical Electronics and Instrumentation Engg. Lab</b><br>By Mr.Narasimman.P, Ms.A.Prabha<br>Theory and lab mismatch. Need basics   | Will be provided   |
| <b>Engineering practices lab</b><br>By Mr.P.Rajapriyan, Mr.A.Herald, Mr.N.Magesh- No difficulties  | -  |

#### General representation made(Students) and suggestions made

- Slot for utilizing library facility.
  - Extended hour support to be utilized. Additional slots will be identified and provided.
- Slot for physical activity (sports).
  - Will be identified and provided.
- Newspaper provision to hostel.
  - Students to utilize the facility at central library.

### **General suggestions made(Principal & Vice-Principal)**

- Students were motivated for overall development and raise their standard through right attitude towards academics. Regular learning attitude in essential for better performance.
- Prescribed text books and reference books to be utilized in preparation. Faculty will provide unitwise material for supporting in preparation.
- All genuine representations will be considered and necessary support will be provided.
- For problem based subjects, more problems to be solved and practiced. Homework problems to be solved regularly by student.
- Students should utilize opportunities provided for skill enhancement and build better career. Placement opportunities in MNCs and other companies was elaborated and insisted to be prepared for utilizing the drives organized internally and externally. For current batch, 11 students are taking part in Infosys drive organized by AU, CUIC. Additional coaching sessions are arranged for these students.
- Students to be regular to classes to cope-up.

*J. Prasad*  
8/2/18

**PRINCIPAL**



ACADEMIC YEAR 2017-18

08.2.18

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL**  
**(Towards Quality improvement initiatives)**  
*I yr. classes*  
**ATTENDANCE SHEET**

| Branch | Student                 | Signature               |
|--------|-------------------------|-------------------------|
| ECE    | U. Udhayarani           | U. Udhayarani           |
| CIVIL  | M. Soundariya           | M. Soundariya           |
| EEE    | M. Nandhini             | M.N                     |
| CSE    | E. Teevitha             | E. Teevitha             |
| CIVIL  | GURU SWATHIR. K.S.      | G. Swathir              |
| EEE    | Aadhavan. S             | Aadhavan                |
| ECE    | Melvin Charles. B       | B. Melvin Charles       |
| CSE    | Venkatesh Raghav. K.    | K. Venkatesh Raghav     |
| Mech-A | R. Mohamed Yasin Sharif | R. Mohamed Yasin Sharif |
| Mech-A | Madhesh. D              | D. Madhesh<br>8/2/18    |
| Mech-B | Senthamiz Sudas. K      | Senthamiz Sudas         |
| Mech-B | Shriram Sundar. k       | Shriram Sundar          |
|        |                         |                         |



**ACADEMIC YEAR 2017-18 (EVEN SEMESTER)**  
**Student Representative Meeting with Principal (IQAC meeting).**

08.02.18

**Minutes of Meeting**

Principal convened meeting with II and III year class student representatives on 8.2.18 with the agenda of student support requirements for academic progression. Two representatives (1 boy and 1 girl) from each class participated, put across the following points. Suitable measures to resolve the issues raised were made.

| Representation made   | Initiative / steps planned to support/ suggestions provided  |
|---|--|
| <b>General Issues</b>   |  |
| Coaching classes shall be organized on Saturdays due to difficulties in transport facility              | <ul style="list-style-type: none"> <li>• Students with poor performance in assessments to work hard and secure good marks.</li> <li>• To support slow learners only coaching classes are organized. Students to fair well in Assessment -II.</li> <li>• Saturdays are scheduled for identified tough subjects coaching.</li> </ul> |
| Coaching classes till assessment schedule.  | Coaching classes will not be scheduled on assessment days.   |
| Students thanked for college transport facility to public transportation users during coaching classes. | Will be continued  |
| One Class test per day  | Departments are scheduling class test.   |
| Hostel study time for girl students   | Will be discussed with Warden and finalized  |
| Water facility & Internet facility at girls hostel  | Will be addressed.   |
| GATE Hour utilization   | <ul style="list-style-type: none"> <li>• GATE coaching only for aspirants during the slot</li> <li>• Other students will be given coaching on tough subjects during the slot</li> </ul>  |
| Preparatory time for Assessments on the day of exam   | Scheduled between 10.30-12.30. 9.15 am to 10.15 shall be utilized to revise.   |
| Boys hostel phone usage   | Will be addressed  |
| Industrial visit  | In House Training slot during vacation to be utilized  |
| <b>Branchwise representations</b>   |  |
| <b>Civil Engg.</b>  |  |
| Guest Lecture session are useful  | Will be continued in future too.   |
| Course difficulties are resolved  | -  |
| Course materials  | <ul style="list-style-type: none"> <li>• Faculty members will provide unitwise course material (covering Part-B questions)</li> </ul>  |

| Representation made  | Initiative / steps planned to support/ suggestions provided |
|--|---|
| Book issue & lending from department library   | • Will be provided  |
| Central Library - Better Xerox support   | • Will be made  |
| Laboratories - observation and records are verified  | -   |
| T&P hours are conducted as per schedule  | -   |
| <b>Computer Science and Engineering</b>  |   |
| For Department library usage additional staff needed   | Will be made  |
| Labs are going on with better learning approaches.   | Will be continued   |
| T&P hours are conducted as per schedule  | -   |
| DSP classes are going are smooth.  | -   |
| Communication Skills slot is utilized in a better manner                                       | -   |
| Daily test followup issue - Absent marked for failures   | Will be addressed.  |
| <b>Electronics and Communication Engineering</b>   |   |
| 3 days consecutive AU exam schedule  | Representation to AU already made.                          |
| Lab sessions going on well   | -   |
| Assessment test key - mismatch with question bank for the subject Antenna and Wave Propagation | Will be addressed   |
| Additional assignment writing students irregular to classes (missed regular classes)           | Will be addressed.  |
| <b>Electrical and Electronics Engineering</b>  |   |
| OOPs lab - record submission not informed. All students stood and wrote for 3 hrs.             | Will be addressed.  |
| <b>Mechanical Engineering</b>  |   |
| CNC lab sessions are going on well   | -   |
| PPT sessions are required  | Will be made  |
| Monthly events are organized for enrichment  | Will be continued   |
| Student programmes in tie-up with other organizations  | Will be addressed.  |



ACADEMIC YEAR 2017-18

08.2.18

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives)**

**ATTENDANCE SHEET**

| Branch | Student                  | Signature         |
|--------|--------------------------|-------------------|
| CIVIL  | K.Kowsalya, II Yr.       | R. Kowsalya       |
|        | S.Surya, II Yr.          | S. Surya          |
|        | A.Neka, III Yr           | A. Neka           |
|        | S.Vasanth, III Yr.       | S. Vasanth        |
| CSE    | Santhosh Ram.D, II Yr.   | D. Santhosh       |
|        | Samaya.G, II Yr.         | G. Samaya         |
|        | Bharanitharan.N, III Yr. | N. Bharanitharan  |
|        | Thilagavathi.S, III Yr.  | S. Thilagavathi   |
| ECE    | S.Dhanasekaran, II Yr    | S. Dhanasekaran   |
|        | K.Priyadharsini, II Yr.  | K. Priyadharsini  |
|        | K.Gayathry, III Yr.      | K. Gayathry       |
|        | J.Tamilselvan, III Yr.   | J. Tamilselvan    |
| EEE    | S.Parthiban, II Yr       | S. Parthiban      |
|        | R.Pavithra, II Yr        | R. Pavithra       |
|        | R.Santhoshamy, III Yr.   | R. Santhoshamy    |
|        | K.Muthumeena, III Yr.    | K. Muthumeena     |
| MECH   | S.Afshal Hussain, II Yr. | S. Afshal Hussain |
|        | Chyleshwar.M, II Yr.     | M. Chyleshwar     |
|        | M.Manohari, III Yr.      | M. Manohari       |
|        | Alex Raja.G, III Yr.     | G. Alex Raja      |

VICE-PRINCIPAL

J. Praveen  
8/2/18  
PRINCIPAL



**ACADEMIC YEAR 2017-18 (EVEN SEMESTER)**  
**Student Representative Meeting with Principal(I Yr. classes)**

**03.04.18**

**Minutes of Meeting**

Principal convened meeting with 1 year class student representatives on 2.4.18 with the agenda to identify academic progression and student requirements.

**Branchwise representation regarding academics -Current Semester**

| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b>                                      |
|---|---|
| <b>Civil Engg.</b>  |   |
| <b>Basic Electrical and Electronics Engineering</b> by Ms.E.Suganya<br>- No difficulties            | Subject is voluminous. Spend more time.   |
| <b>Engg. Mechanics</b> by Mr.M.Mohammed Ilyas<br>- No difficulties                                  | Library books to be utilized for reference. Problem based subject. Hence, students to concentrate more. |
| <b>Engg. Mathematics -II</b> by Ms.G.Ramya Arokiyarnary<br>- No difficulties                        | -   |
| <b>Environmental Science and Engineering</b> by Ms.P.Vijayakumari- No difficulties                  | -   |
| <b>English</b> by Mr.K.Albert Lawrance<br>- No difficulties   | To complete book exercises. Verification on 7.4.18  |
| <b>Physics for Civil Engg.</b> by Mr.A.Anbzhagan<br>- No difficulties, Weekly 2 tests are conducted | -   |
| <b>Engg. Practices Lab</b> by Mr.M.Mohammed Ilyas<br>Mr.R.Sundaramoorthi<br>- No difficulties       | To utilize additional hours (if required) and complete lab sessions as per schedule.                    |
| <b>CAD Lab</b><br>- No difficulties. Procedure is explained in prior                                |   |
| <b>EEE</b>  |   |
| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b>                                      |
| <b>English</b> by Mr.K.Albert Lawrence<br>- No difficulties   | To complete book exercises. Verification on 7.4.18  |
| <b>Engg. Mathematics II</b> by Ms.S.Revathi<br>- No difficulties                                    | -   |

| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b> |
|---|--|
| <b>Physics</b> by Ms.S.Anuradha<br>Student attention is made. Classes interesting.  | -  |
| <b>Environmental Science and Engineering</b> by Dr.S.Udhayakumar - No difficulties  | -  |
| <b>Basic Civil &amp; Mechanical Engg.</b> by Mr.S.Giridharan- No difficulties   | -  |
| <b>Circuit theory</b> - Ms.A.Prabha- No difficulties  | -  |
| <b>Labs</b> - No difficulties<br>Engineering practices lab by Mr.R.Sundaramoorthi, Mr.M.Mohammed. Ilyas<br>Electrical circuits lab by Mr.P.Narasimhan, Ms.A.Prabha  | -  |
| <b>ECE</b>  |  |
| <b>Engg. Mathematics-II</b> by Ms.N.Latha<br>- No difficulties<br>Homeworks given and verified.   | -  |
| <b>English</b> by Mr.P.Rajeshwaran<br>- No difficulties   | To complete book exercises. Verification on 7.4.18                 |
| <b>Physics for Electrical Engg.</b> by Ms.S.Anuradha<br>Classes are interesting. Tests conducted. Retest also given.  | -  |
| <b>Circuit theory</b> by Ms.C.M.Kalaiselvie<br>- No difficulties  | -  |
| <b>Electron devices</b> by Mr.W.Newton Davidraj<br>- No difficulties  | -  |
| <b>Basic Electrical and Electronics Engineering</b> by Ms.P.Thirumagal<br>- No difficulties<br>Books are to be identified and issued  | Subject is voluminous. Spend more time                             |
| <b>Labs</b><br>Circuits & Devices lab by Mr.K.Sudarsanan, Mr.W.Newton David Raj<br>- Only 4 experiments completed.<br>- Few meters not working<br>Engg. Practices lab by Mr.S.Sivakumar, Ms.C.M.Kalaiselvie, Mr.R.Suryamurthy | Additional lab sessions will be planned.                           |
| <b>CSE</b>  |  |
| <b>Representation made</b>  | <b>Initiative / steps planned to support/ suggestions provided</b> |
| <b>English</b> by Mr.P.Rajeshwaran<br>- No difficulties.  | To complete book exercises. Verification on 7.4.18                 |
| <b>Engg. Mathematics-II</b> by Dr.R.Suresh<br>- No difficulties   | -  |

| Representation made  | Initiative / steps planned to support/ suggestions provided   |
|--|---|
| <b>Basic Electrical Electronics and Mechanical Engineering</b> by Mr.S.R.Karthikeyan   | <ul style="list-style-type: none"> <li>Subject is voluminous. Spend more time.</li> </ul>                 |
| <b>C Programming</b> by Ms.G.Chandrababha<br>Programs are explained. Easy to follow  | Aps for C programming shall be utilized. Reference books to be utilized for enhancing programming skills. |
| <b>Environmental Science and Engineering</b> by Dr.A.L.Kavitha- No difficulties  | -   |
| <b>Physics for Information Science</b> by Ms.R.Umamaheshwari - No difficulties   | -   |
| <b>Labs- No difficulties</b><br>Engg. Practices lab by<br>Mr.R.Balakrishnan, Mr.P.Rajapriyan<br>Mr.G.Mathivanan<br>Computer Programming Lab<br>Mr.D.Sivakumar, Mr.M.Arun | -   |
| <b>Mech- A</b>   |   |
| <b>English</b> by Dr.V.Kumaran<br>- Need examination oriented preparatory guidelines.<br>- Revision for all topics is required.  | <ul style="list-style-type: none"> <li>Will be provided.</li> </ul>                                       |
| <b>Engg. Mathematics II</b> by Mr.G.Jeyakrishnan<br>- No difficulties  | -   |
| <b>Basic Electrical and Electronics Engineering</b> by Mr.M.Mayapandi<br>- Unit IV is just started. Few days for syllabus completion. Additional hrs. needed.            | Extra hours will be planned.  |
| <b>Environmental Science and Engineering</b> by Dr.P.Saravanan- No difficulties  | -   |
| <b>Material Science</b> by Mr.A.Anbhazhagan<br>- No difficulties   | -   |
| <b>Engg. Mechanics</b> by Mr.S.Giridharan<br>- No difficulties   | -   |
| <b>Basic Electrical Electronics and Instrumentation Engg. Lab- by</b><br>Mr.M.Mayapandi, Mr.V.Moorthy  | -   |
| <b>Engineering practices lab</b> by<br>Ms.P.Geethabai, Ms.E.Suganya,<br>Mr.Rajeshkumar.S<br>No difficulties  | -   |
| <b>Mech- B</b>   |   |
| <b>Basic Electrical and Electronics Engineering</b> by Mr.P.Narasimman<br>- Individual attention is needed for problems based sessions.                                  | <ul style="list-style-type: none"> <li>Subject is voluminous. Spend more time.</li> </ul>                 |
| <b>Engg. Mathematics II</b> by Ms.J.Angelin Thamaraiselvi- No difficulties   | -   |

| <b>Representation made</b>   | <b>Initiative / steps planned to support/ suggestions provided</b> |
|--|--|
| <b>English</b> by Mr.k.Radhakrishnan<br>- Need examination oriented preparatory guidelines.          | Will be provided   |
| <b>Environmental Science and Engineering</b> –<br>by Dr.V.Sureshkumar -No difficulties               | -  |
| <b>Material Science</b> by Mr.S.Ambalatharasu –<br>No difficulties                                   | -  |
| <b>Engg. Mechanics</b> by Mr.Melwin J.Sridhar<br>-No difficulties                                    | Problem based subject. Hence, students to concentrate more.        |
| <b>Basic Electrical Electronics and Instrumentation Engg. Lab</b><br>By Mr.Narasimman.P, Ms.A.Prabha | Will be provided   |
| <b>Engineering practices lab</b><br>By Mr.P.Rajapriyan, Mr.A.Herald,<br>Mr.N.Magesh- No difficulties | -  |

### **Special session on**

- Presentation tips for University examinations
  - Mathematics & Problem based subjects
  - Theory papers
- And preparatory guidelines is planned for all the classes.
- For CSE students, session will be planned for Basic Electrical Electronics and Mechanical Engineering

### **General suggestions made(Principal & Vice-Principal)**

- Students should improve regular reading habits. Knowledge will give raise to confidence level too. Hence, students to cover topics regularly.
- Advanced learners shall guide and motivate average and slow learner. Peer learning activity was encouraged.
- Conduct of Revision and ICC classes was elaborated. Students to utilize revision classes effectively. Assigned topics for the day to be covered and test to be written.
- Students should aim for higher grades in examination and maintain good CGPA. Importance of no history of arrears and nil arrear category was explained. Priority for such category in placements was also elaborated to students.
- Lab sessions to be utilized effectively. Students should learn about essentials of every experiment and do experiments with clear understanding.

*J. Arasu*  
3/4/18  
PRINCIPAL



ACADEMIC YEAR 2017-18

02.4.18

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL  
(Towards Quality improvement initiatives) – I Yr.

ATTENDANCE SHEET

| Branch | Student                | Signature               |
|--------|------------------------|-------------------------|
| CIVIL  | M.Soundariya           | M. Soundariya.          |
|        | K.S.Guruswathik        | - AB -                  |
| CSE    | K. Vengatesh Ragu      | Ken Babesh Ragu .k.     |
|        | Jeevitha.E             | E. Jeevitha             |
| ECE    | U. Udayavani           | U. Udayavani            |
|        | Melvin Charles         | B Melvin Charles        |
| EEE    | S.Aadhavan             | S. Aadhavan             |
|        | M.Nandhini             | M. Nandhini             |
| MECH-A | R.Mohamed Yasin Sharif | R. Mohamed Yasin Sharif |
|        | D.Madhesh              | D. Madhesh              |
| MECH-B | K.Senthamizh Sudar     | K. Senthamizh Sudar     |
|        | K.Shriram Sundar       | K. Shriram Sundar       |

2/4/18

J. Ramesh  
2/4/18



23.10.17

## CIRCULAR

III Year students nominated by the departments for representing student views towards promotion of quality in academic process are directed to attend meeting with Principal on 25.10.17 by 3.00pm at Block-I Conference Hall (III Floor)

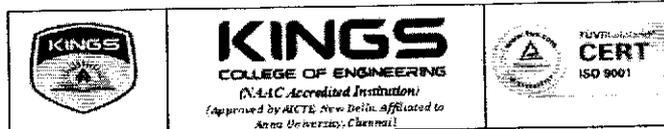
### Departmentwise students list

Civil : A.Neka, Vasanth.S  
CSE : D.Santhosh Ram, Samaya.G  
ECE : K.Gayathry, Tamilselvan.J  
EEE : R.Santhoshsamy, Muthumeena.K  
Mech : Manohari.M, Alex Raja

**PRINCIPAL**

### Copy To:

1. Secretary
2. CEO
3. VP
4. All HoDs



**ACADEMIC YEAR 2017-18 (ODD SEM)**  
**Student Representative Meeting with Principal**  
 Agenda: Student View on Academic Processes

Date: 25.10.2017

**(Minutes of Meeting and action taken)**

Principal convened Student Representative Meeting regarding student views on academic processes to strengthen quality aspects on 25.10.2017 between 3.00-4.45pm at Conference Hall. Categorywise representations made by students and enlightenment made are as follows:

**Infrastructure**

| <b>Student Representations</b>   | <b>Enlightenment made / steps planned</b>  |
|--|--|
| <b>Transport</b> <ul style="list-style-type: none"> <li>○ Arrival time for buses during exam timing shall be advanced (route no:4). Route is also crowded and state of no seats regularly for certain points.</li> <li>○ Kumbakonam route to cover Ayyampettai and Papanasam</li> <li>○ Request for reduce in bus fee was made.</li> </ul> | Transport issues were represented to the committee. Issue resolved.                    |
| Few equipments at certain labs are not working.  | Servicing of lab equipments are made periodically. Issue resolved through maintenance. |
| Rest room facility issues (Block II)   | Issue resolved. Facility arranged at II Floor.   |

**Teaching -Learning Processes**

| <b>Student Representations</b>   | <b>Enlightenment made / steps planned</b>  |
|--|--|
| Explanations for lab exercise shall be given at class / at lab using projector / suitable method as applicable.      | Lab session practices shall be strengthened. Explanations for the experiment by the staff during 1 <sup>st</sup> hr., experimental slot-2 <sup>nd</sup> , 3 <sup>rd</sup> hr which includes verification of completion and viva voce session. Appropriate demo session will be made. |
| <b>Self-learning</b> in lab sessions to be promoted  | Additional learning resources will be made available at respective folders at computer centre for programming labs. Alternative experiment / suitable content beyond syllabus experiment shall be experimented by advanced learners.   |
| Viva questions for experiments shall be made experiment related. Application oriented viva questions shall be added. | Lab manuals will be updated with theoretical procedure and application of the experiment. Viva questions will be made to strengthen learning of the corresponding experiment.  |

| <b>Student Representations</b>   | <b>Enlightenment made / steps planned</b>   |
|--|---|
| Lab manual and Question bank content of few lab manuals to be reviewed. Count of Part-A questions shall be increased | Will be resolved in subsequent semester   |
| Additional hours for problem based courses   | Additional hours will be allotted for tough / problem oriented papers   |
| Assignment question - unique for every student   | Assignment question is planned to support student preparation for exams and student enrichment. Accordingly it will be planned. |

#### **Examination and Evaluation process**

| <b>Student Representations</b>   | <b>Enlightenment made / steps planned</b>  |
|--|--|
| 2 Hrs internal assessment slot is convenient. Exams shall be conducted during 3 <sup>rd</sup> and 4 <sup>th</sup> hour. 1 <sup>st</sup> and 2 <sup>nd</sup> hr preparation slot is comfortable. Additional 10 minutes shall be provided for exam slot. | Will be continued. 10 min extension will be provided   |
| Saturday coaching classes are effective. Slow learners are utilizing the slot.   | Will be continued  |
| Need Part-C section for all assessments  | Will be made.<br>Awareness about the content based preparation in University theory exams was insisted. Students should do in-depth learning in order to meet the University evaluation process. |

#### **Support services**

| <b>Student Representations</b>   | <b>Enlightenment made / steps planned</b>  |
|--|--|
| Library/Net hour utilization.<br>Membership card clarifications.<br>Net facility at computing systems at library | No alterations on library and net hour.<br>3 cards per student will continue. Students to utilize library resources.<br>Net facility will be provided shortly. |
| Cash counter and Scholarship section services during break hours.  | Break hour services at cash counter and scholarship section was arranged.  |

#### **Skill enhancement practices**

| <b>Student Representations</b>                       | <b>Enlightenment made / steps planned</b>   |
|--|---|
| T&P hours - 1 hr for communication skill enhancement | T&P hour will be conducted similar to lab sessions. Evaluation component will be included for student progression |
| Regular support for communication skill improvement. | Strategy will be introduced   |

### General

| Student Representations                                | Enlightenment made / steps planned  |
|--|---|
| Dress code for lab session                             | Students should wear Uniform during regular lab sessions. Higher classes (II, III, IV Year students) shall wear uniform and I Year students overcoat. Higher class students if required shall get overcoat and use it during lab sessions. Requirement details classwise to be submitted in prior. Student should come in formal dress code. Personal grooming to be in-tact and violations will not be entertained |
| Time-table hour clarification (APH , Interaction hour) | Current Time-table hours meet academic requirements, coaching classes and long distance dwellers.   |
| Academic calendar visibility                           | Academic calendar visibility is ensured. Separate exam calendar and activity calendar will be planned during next semester onwards.   |

#### Member Present

##### Students

Civil : A.Neka, Vasanth.S  
CSE : D.Santhosh Ram, Samaya.G  
ECE : K.Gayathry, Tamilselvan.J  
EEE : R.Santhoshsamy, Muthumeena.K  
Mech : Manohari.M, Alex Raja.G

Mr.K.Abhirami, IQAC Coordinator  
Dr.S.Sivakumar, Vice-Principal

*J. M. M. M.*  
25/10/2017.

**PRINCIPAL**

Student Representative Meeting with Principal  
regarding student Views on Academic Processes  
(25/10/17)

Attendance sheet

| Branch        | Student Name     | Signature      |
|---------------|------------------|----------------|
| III - ECE - A | GIYATHRY, K.     | K. Gayathri    |
| III - CSE     | U. SAMAYA        | U. Samaya      |
| III - Mech    | M. MANOHARI      | M. Mani        |
| III - EEE     | K. Muthumazha    | K. Muthu       |
| III - EEE     | R. Saravesh Sami | R. Saravesh    |
| III - CSE     | D. SANTHOSH RAM  | D. Santosh     |
| III - MECH    | G. Alex Raja     | G. Alex Raja   |
| III - ECE - B | J. Tamilselvan   | J. Tamilselvan |
| III CIVIL - A | A. Neka          | A. Neka        |
| III CIVIL - B | S. Vasanth       | S. Vasanth     |

K. Abhishek

Dr. S. SIVAKUMAR.

K. S. Sivasubramanian  
25/10/17

  
25/10/17

J. Anurag  
25/10/17



**ACADEMIC YEAR - 2020-21**  
**INTERNAL QUALITY ASSURANCE CELL**  
**EXIT SURVEY REPORT**  
**(2017-21 BATCH)**

**QUESTIONNAIRE**

**About Infrastructural Facilities (5 being highest)**

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

**About Teaching-Learning -Assessment practices (5 being highest)**

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. Rate Student Skill Enrichment practices (scale1-5, Fair(1)-Extremely good(5))
9. Rate effectiveness of Internal Counseling sessions(scale1-5, Fair(1)-Extremely good(5))
10. Rate provision of student feedback, suggestions system and its impact (scale1-5, Fair(1)-Extremely good(5))
11. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
12. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

**General**

Things that you admire the most at KINGS

Areas to be strengthened at KINGS

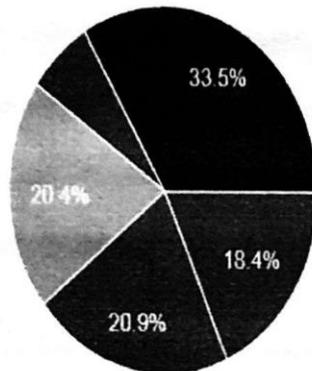
## RESPONSES SUMMARY

### Branchwise Responses

(206 students, Civil – 38, CSE – 43, ECE- 42, EEE-14, Mechanical -69)

Branch studied

206 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

### About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

| S.No | Question                           | 1   | 2   | 3    | 4    | 5    |
|------|------------------------------------|-----|-----|------|------|------|
| 1    | How do you rate classroom ambience | 4.4 | 3.4 | 21.4 | 29.6 | 41.3 |
| 2    | How do you rate Lab facilities     | 5.3 | 8.7 | 25.7 | 24.3 | 35.9 |
| 3    | How do you rate Library facilities | 2.4 | 4.4 | 19.9 | 31.1 | 42.2 |
| 4    | Transport Facility - if availed    | 6   | 8   | 25.4 | 26.4 | 34.3 |
| 5    | Hostel facility - if availed       | 9.9 | 7.3 | 25.1 | 19.9 | 37.7 |

**About Teaching-Learning -Assessment practices (5 being highest)**

| Qn. | Feedback regarding   | 1        | 2   | 3    | 4    | 5    |
|-----|--|----------|-----|------|------|------|
| 1   | Question Bank structure, content & usage   | 1.9      | 1.9 | 18.9 | 33   | 44.2 |
| 2   | Lab Manual structure, content & usage  | 1        | 4.9 | 18.4 | 33   | 42.7 |
| 3   | e-Material content & usage   | 5.3      | 2.9 | 19.9 | 30.1 | 41.7 |
| 4   | Teaching methodology adopted by faculty members  | 1.5      | 1.9 | 22.8 | 28.2 | 45.6 |
| 5   | Do you agree - Learning Outcome for the courses is met   | 23.8     | 2.4 | 29.6 | 39.3 | 4.9  |
| 6   | Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices | Attached |     |      |      |      |
| 7   | Any specific recommendation/ suggestions related to learning materials                           | Attached |     |      |      |      |
| 8   | Rate student skill enrichment practices  | 2.9      | 1.9 | 23.3 | 30.1 | 41.7 |
| 9   | Rate effectiveness of Internal counseling sessions   | 1.5      | 4.4 | 17   | 33.5 | 43.7 |
| 10  | Rate provision of student feedback, suggestions system and its impact                            | 2.9      | 5.3 | 23.3 | 28.6 | 39.8 |
| 11  | How do you rate assessment practices   | 1.9      | 4.4 | 23.3 | 33.5 | 36.9 |
| 12  | Fairness and transparency of assessment & evaluation practices                                   | 1.5      | 3.9 | 20.9 | 36.4 | 37.4 |

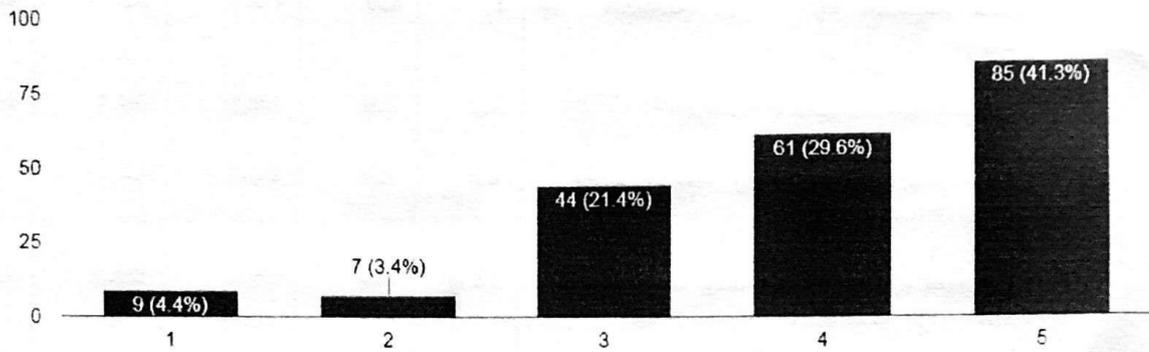
**General**

| Qn. | Feedback regarding                       |          |
|-----|--|----------|
| 1   | Things that you admire the most at KINGS | Attached |
| 2   | Areas to be strengthened at KINGS        |          |

## QUESTIONWISE RESPONSES

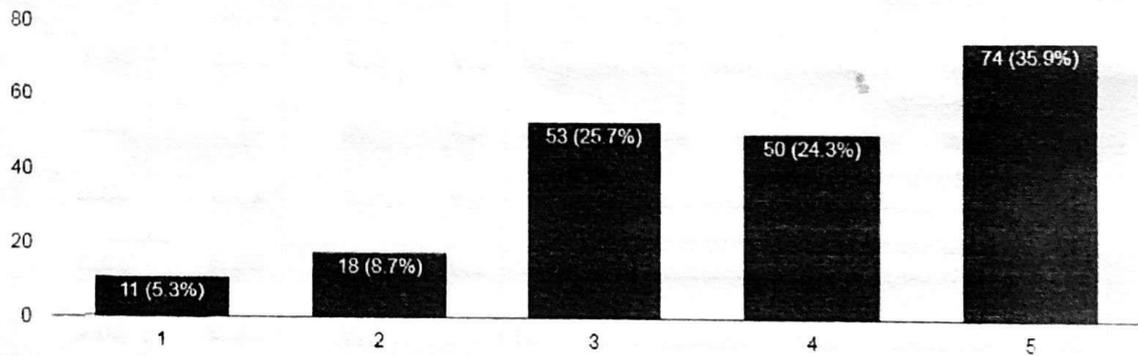
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

206 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

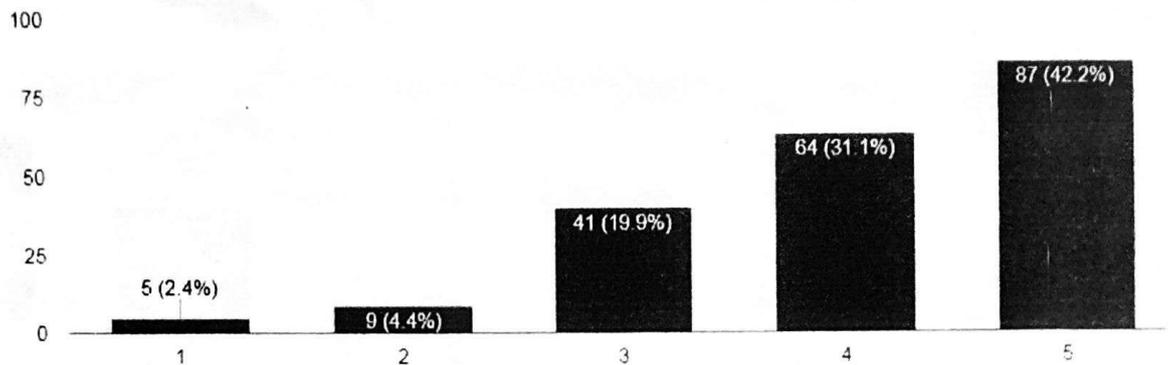
206 responses



How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



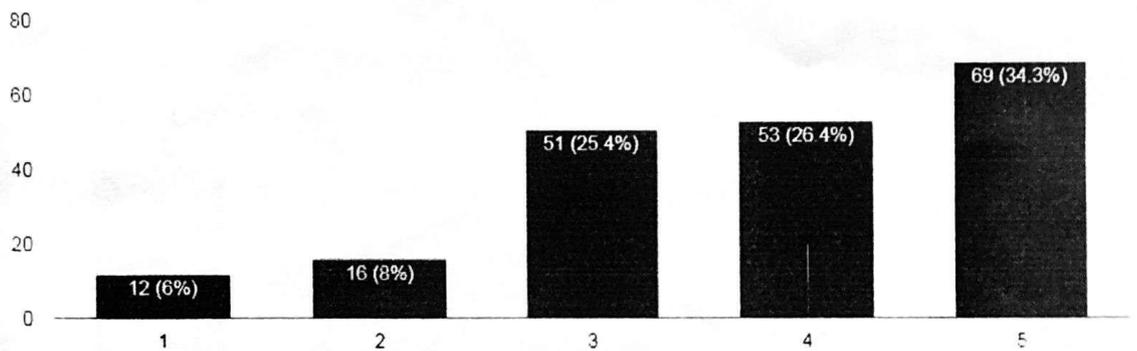
206 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



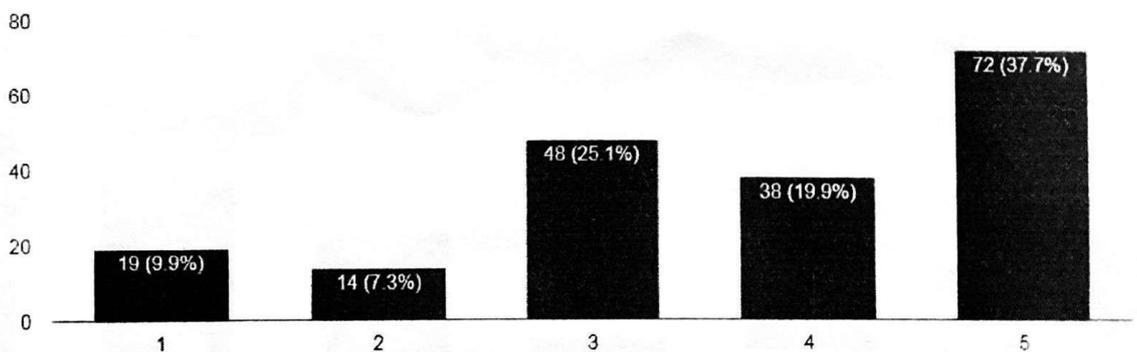
201 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



191 responses

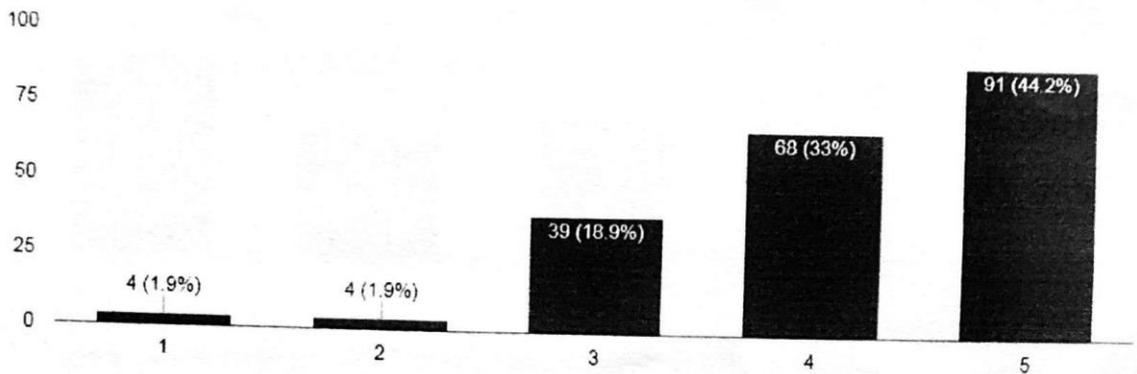


## About Teaching-Learning - Assessment practices & Support system

Question Bank structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



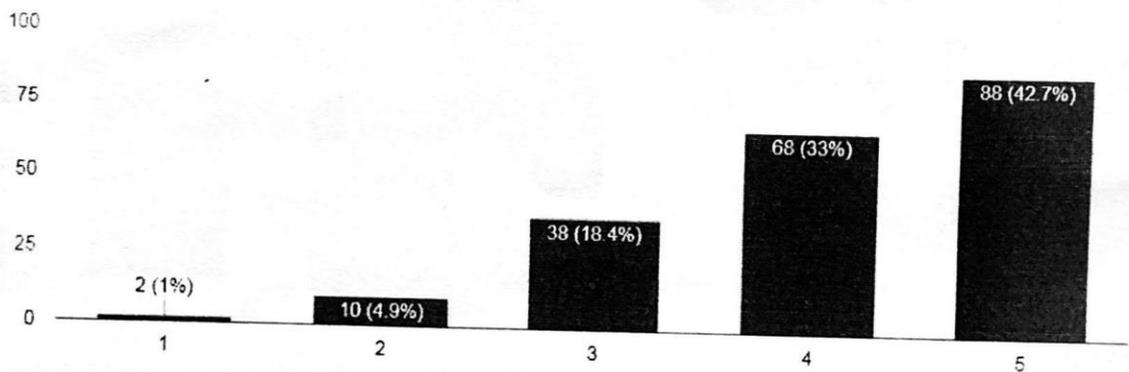
206 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



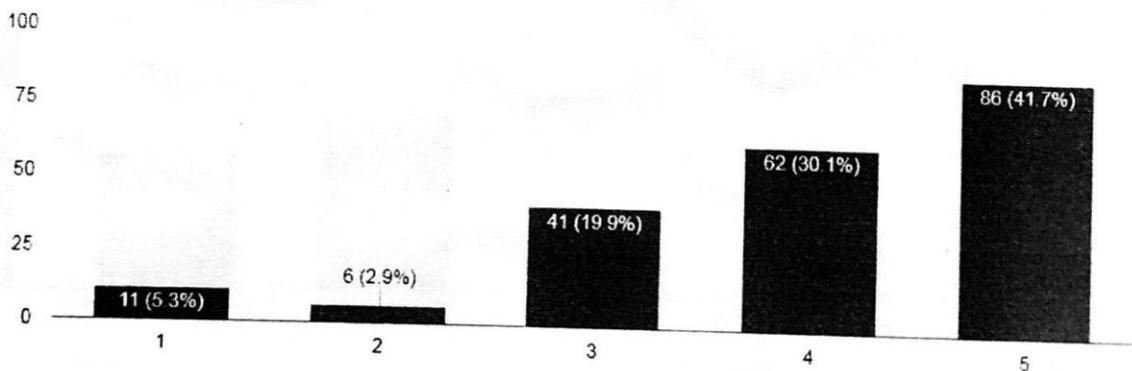
206 responses



e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

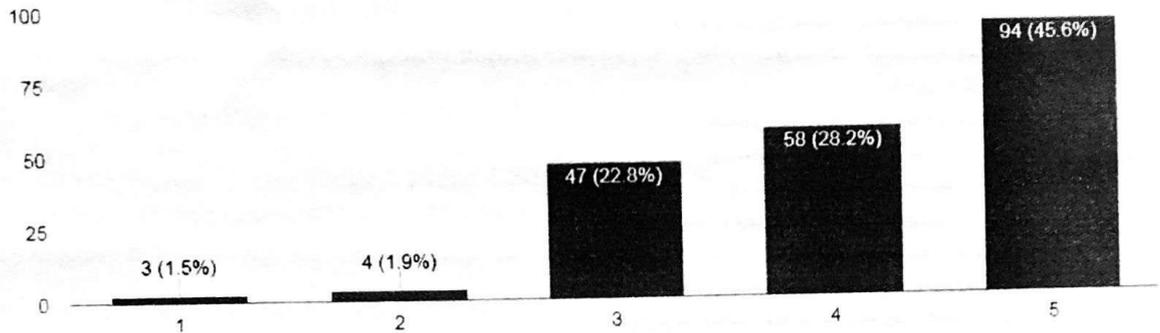


206 responses



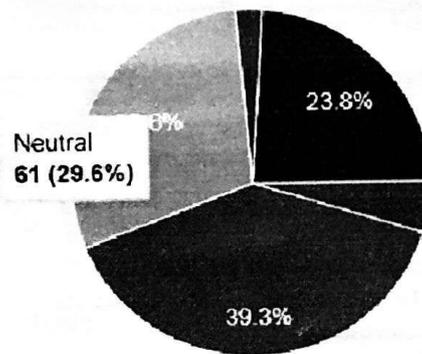
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

206 responses



Do you agree - Learning Outcome for the courses is met

206 responses



- Strongly disagree
- Agree
- Neutral
- Disagree
- Strongly agree

*Kudde* 16/7/21  
IQAC COORDINATOR

*J. Ramesh*  
16/7/2021  
PRINCIPAL



**ACADEMIC YEAR – 2020-21 (ODD sem)  
INTERNAL QUALITY ASSURANCE CELL**

**EXIT SURVEY REPORT  
(2016-20 BATCH)**

**QUESTIONNAIRE**

**About Infrastructural Facilities (5 being highest)**

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

**About Teaching-Learning -Assessment practices (5 being highest)**

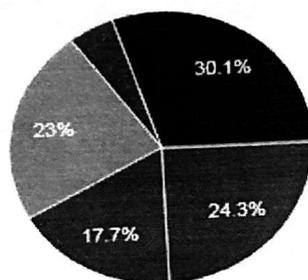
1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
9. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

## RESPONSES SUMMARY

### Branchwise Responses (226 /248)

Branch studied

226 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

**CIVIL** - 55/55  
**CSE** - 39/39  
**ECE** - 52/53  
**EEE** - 11/11  
**MECH** - 68/88

### About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

| S.No | Question                           | 1    | 2    | 3     | 4     | 5     |
|------|------------------------------------|------|------|-------|-------|-------|
| 1    | How do you rate classroom ambience | 5.3  | 4.4  | 29.2  | 27.9  | 33.2  |
| 2    | How do you rate Lab facilities     | 12.4 | 8    | 25.2  | 23.5  | 31    |
| 3    | How do you rate Library facilities | 3.5  | 5.8% | 19%   | 22.6% | 29.1% |
| 4    | Transport Facility - if availed    | 20   | 24%  | 23%   | 26.5% | 31%   |
| 5    | Hostel facility - if availed       | 13.3 | 9.3  | 23.9  | 24.8  | 28.8  |
|      |                                    | 10.9 | 10.3 | 24.06 | 25.06 | 30.62 |

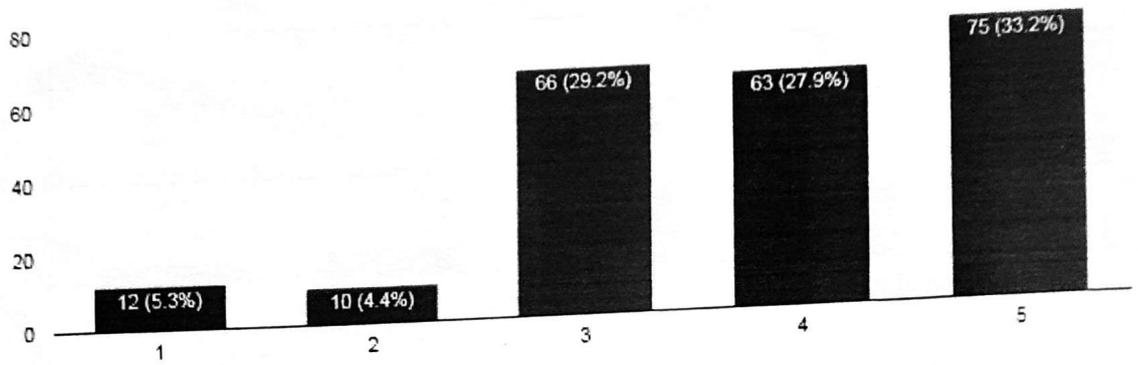
**About Teaching-Learning -Assessment practices (5 being highest)**

| Qn. | Feedback regarding   | 1        | 2    | 3      | 4      | 5      |
|-----|--|----------|------|--------|--------|--------|
| 1   | Question Bank structure, content & usage   | 3.5      | 4.4  | 20.4   | 22.1   | 49.6   |
| 2   | Lab Manual structure, content & usage  | 2.7      | 8    | 20.8   | 28.8   | 44.2   |
| 3   | e-Material content & usage   | 6.2      | 6.2  | 24.8   | 23.9   | 38.9   |
| 4   | Teaching methodology adopted by faculty members  | 6.2      | 4    | 18.6   | 30.1   | 41.2   |
| 5   | Do you agree - Learning Outcome for the courses is met   | 3.1      | 2.7  | 29.6   | 45.6   | 19     |
| 6   | Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices | Attached |      |        |        |        |
| 7   | Any specific recommendation/ suggestions related to learning materials                           | Attached |      |        |        |        |
| 8   | How do you rate assessment practices   | 5.8      | 2.7  | 23.9   | 27.4   | 40.3   |
| 9   | Fairness and transparency of assessment & evaluation practices                                   | 4.9      | 6.6  | 22.1   | 29.6   | 36.7   |
|     |  | 4.6%     | 4.9% | 22.88% | 29.64% | 38.55% |

## QUESTIONWISE RESPONSES

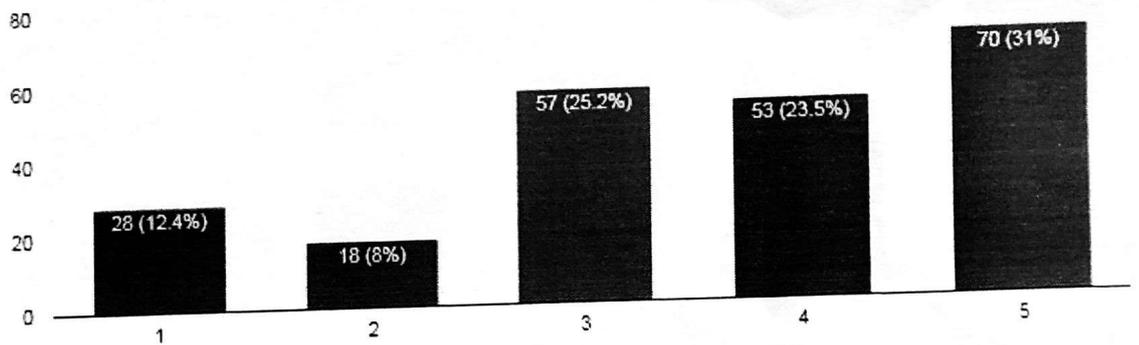
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



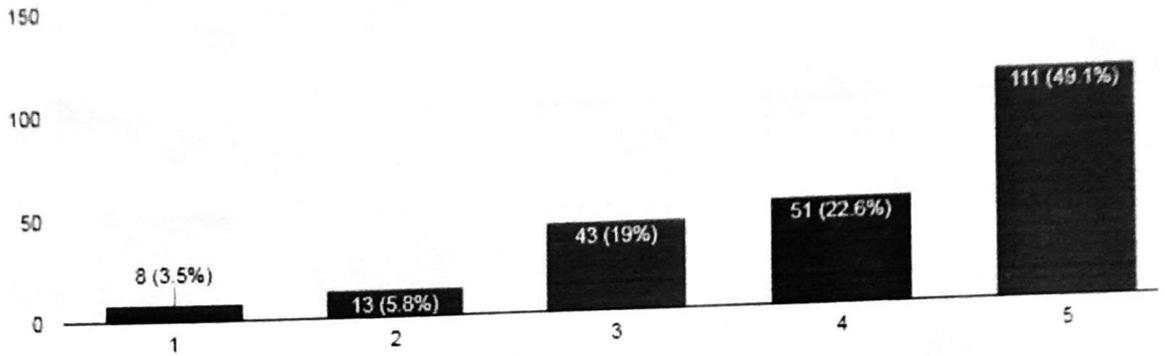
How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



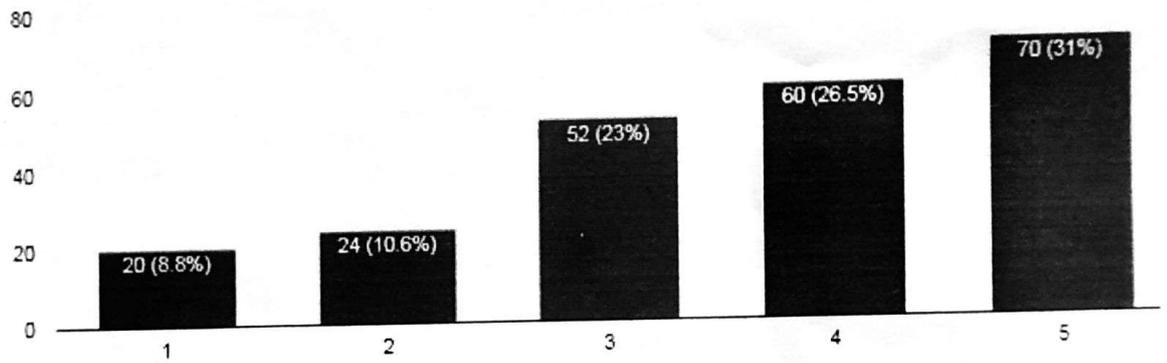
How do you rate Library facilities (1-Needs Improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

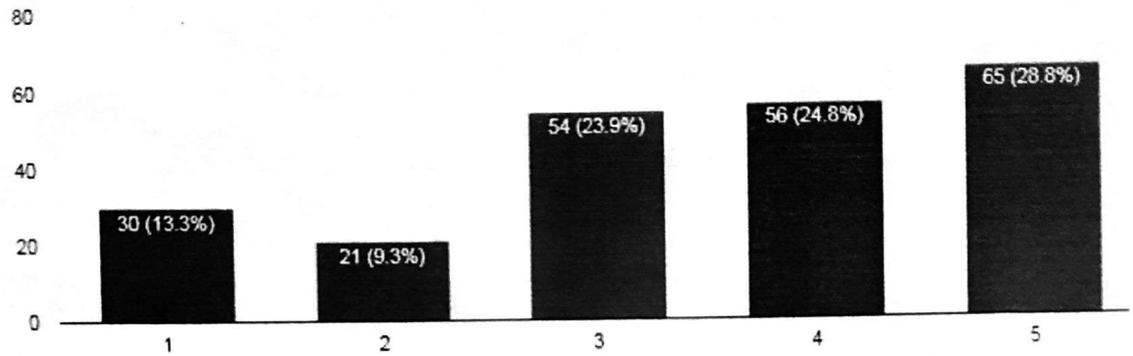
226 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



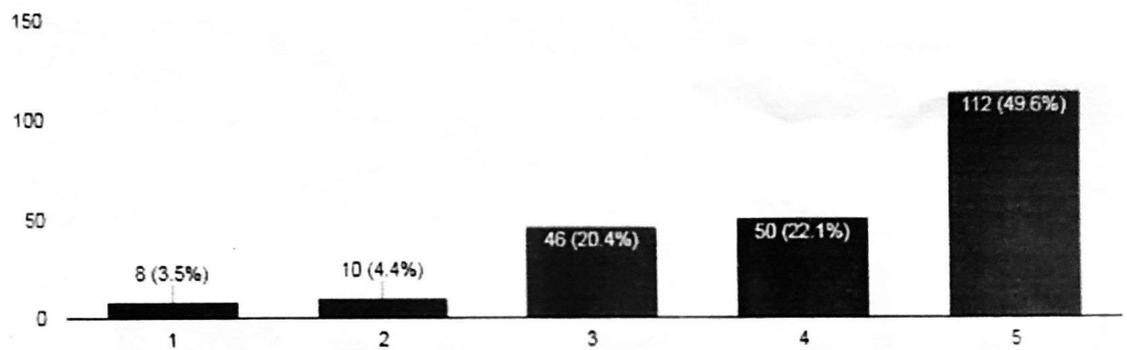
226 responses



Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



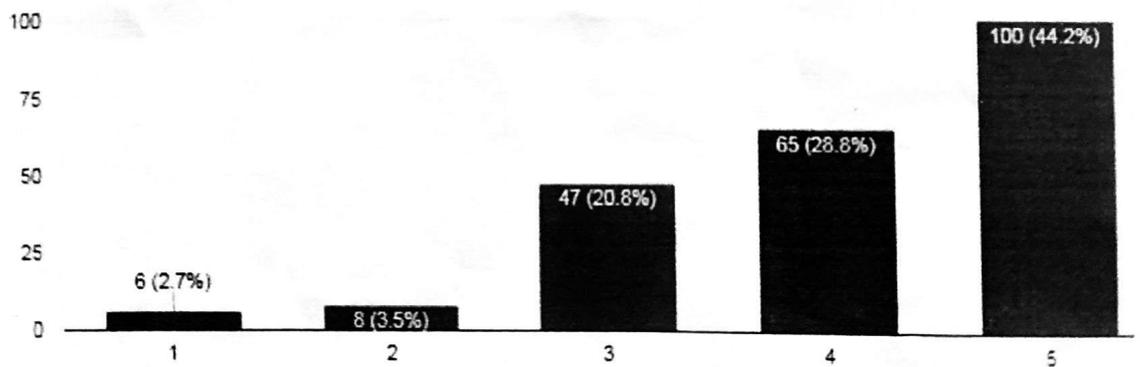
226 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

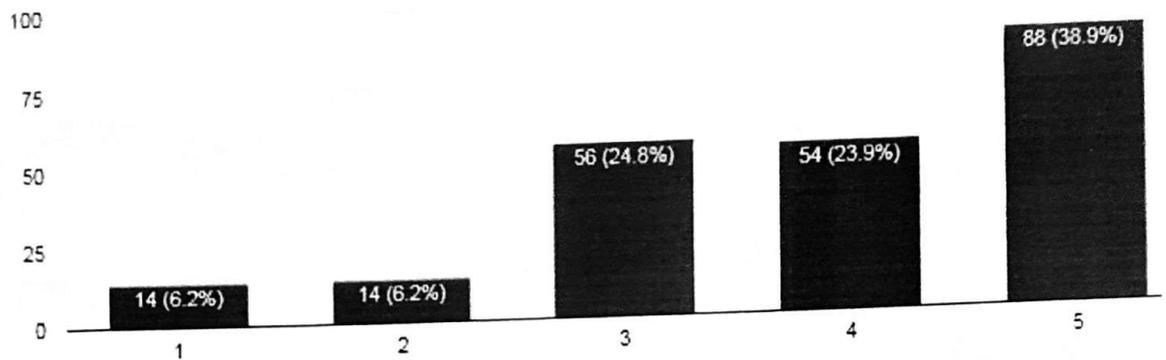


226 responses



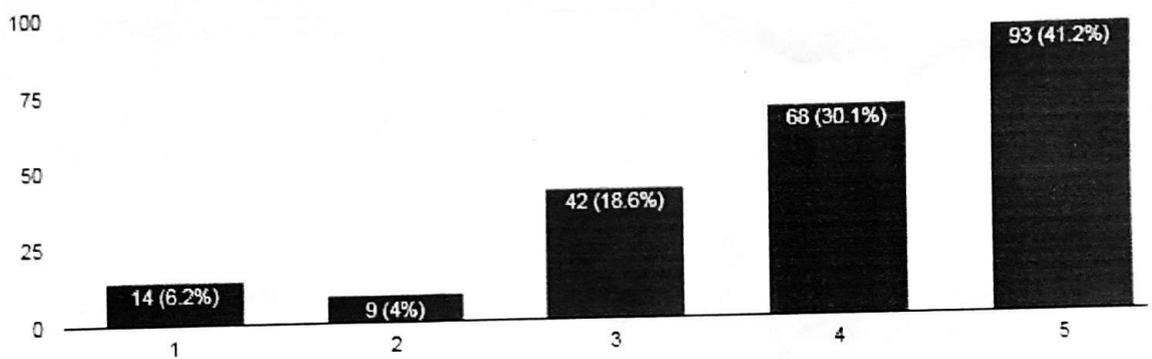
e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



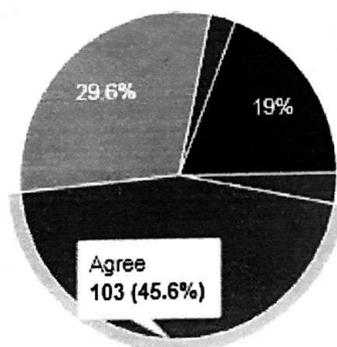
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Do you agree - Learning Outcome for the courses is met

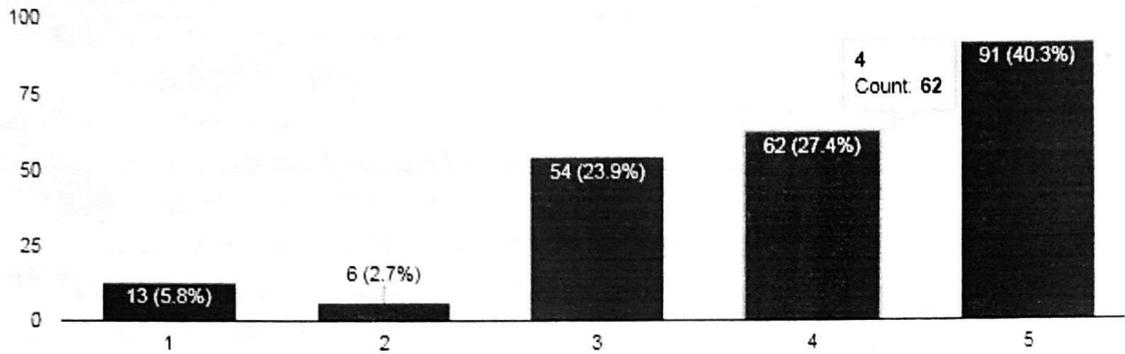
226 responses



- Strongly disagree
- Agree
- Neutral
- Disagree
- Strongly agree

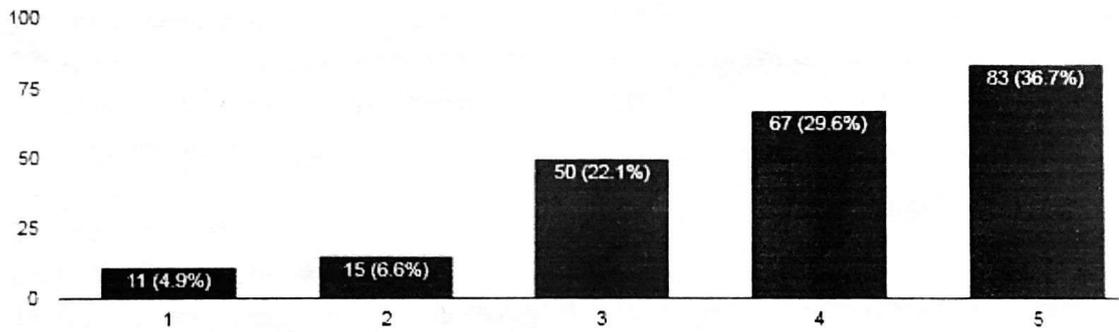
How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



*K. Wallace* 9/12/20  
IQAC COORDINATOR

*J. Monte*  
9/12/2020  
PRINCIPAL



**ACADEMIC YEAR – 2020-21**  
**INTERNAL QUALITY ASSURANCE CELL**  
**EXIT SURVEY REPORT**  
**(2017-21 BATCH)**

**QUESTIONNAIRE**

**About Infrastructural Facilities (5 being highest)**

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

**About Teaching-Learning -Assessment practices (5 being highest)**

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. Rate Student Skill Enrichment practices (scale1-5, Fair(1)-Extremely good(5))
9. Rate effectiveness of Internal Counseling sessions(scale1-5, Fair(1)-Extremely good(5))
10. Rate provision of student feedback, suggestions system and its impact (scale1-5, Fair(1)-Extremely good(5))
11. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
12. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

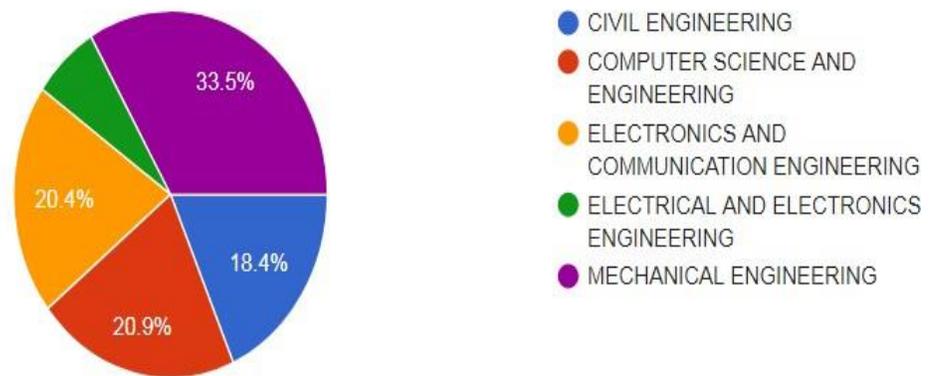
## RESPONSES SUMMARY

### Branchwise Responses

(206 students, Civil - 38, CSE - 43, ECE- 42, EEE-14, Mechanical -69)

Branch studied

206 responses



### About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

| S.No | Question                           | 1   | 2   | 3    | 4    | 5    |
|------|------------------------------------|-----|-----|------|------|------|
| 1    | How do you rate classroom ambience | 4.4 | 3.4 | 21.4 | 29.6 | 41.3 |
| 2    | How do you rate Lab facilities     | 5.3 | 8.7 | 25.7 | 24.3 | 35.9 |
| 3    | How do you rate Library facilities | 2.4 | 4.4 | 19.9 | 31.1 | 42.2 |
| 4    | Transport Facility - if availed    | 6   | 8   | 25.4 | 26.4 | 34.3 |
| 5    | Hostel facility - if availed       | 9.9 | 7.3 | 25.1 | 19.9 | 37.7 |

### About Teaching-Learning -Assessment practices (5 being highest)

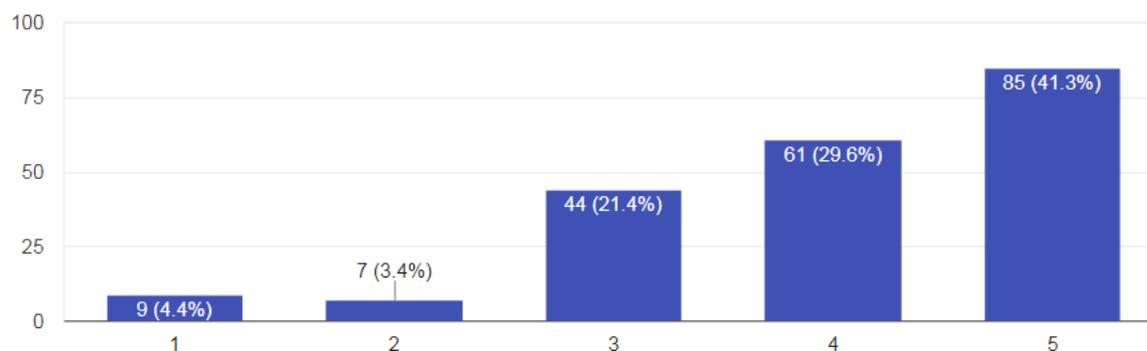
| Qn. | Feedback regarding  | 1    | 2   | 3    | 4    | 5    |
|-----|---|------|-----|------|------|------|
| 1   | Question Bank structure, content & usage                              | 1.9  | 1.9 | 18.9 | 33   | 44.2 |
| 2   | Lab Manual structure, content & usage                                 | 1    | 4.9 | 18.4 | 33   | 42.7 |
| 3   | e-Material content & usage  | 5.3  | 2.9 | 19.9 | 30.1 | 41.7 |
| 4   | Teaching methodology adopted by faculty members                       | 1.5  | 1.9 | 22.8 | 28.2 | 45.6 |
| 5   | Do you agree - Learning Outcome for the courses is met                | 23.8 | 2.4 | 29.6 | 39.3 | 4.9  |
| 6   | Rate student skill enrichment practices                               | 2.9  | 1.9 | 23.3 | 30.1 | 41.7 |
| 7   | Rate effectiveness of Internal counseling sessions                    | 1.5  | 4.4 | 17   | 33.5 | 43.7 |
| 8   | Rate provision of student feedback, suggestions system and its impact | 2.9  | 5.3 | 23.3 | 28.6 | 39.8 |
| 9   | How do you rate assessment practices                                  | 1.9  | 4.4 | 23.3 | 33.5 | 36.9 |
| 10  | Fairness and transparency of assessment & evaluation practices        | 1.5  | 3.9 | 20.9 | 36.4 | 37.4 |

### QUESTIONWISE RESPONSES

How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



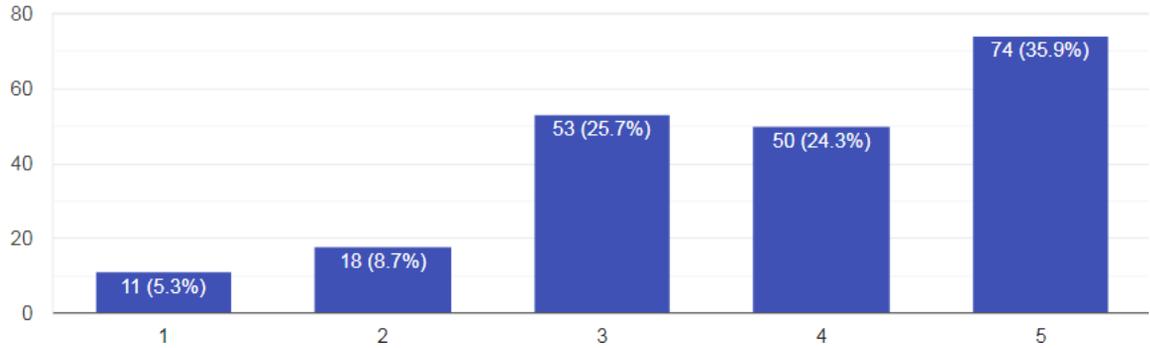
206 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



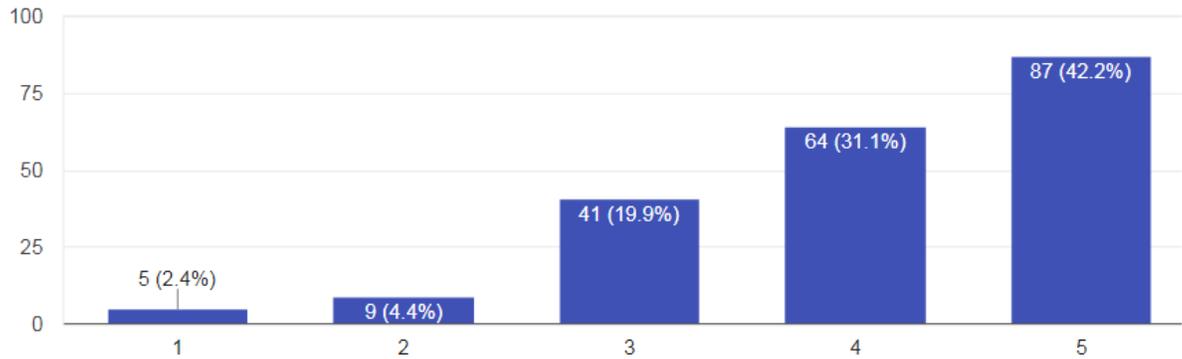
206 responses



How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



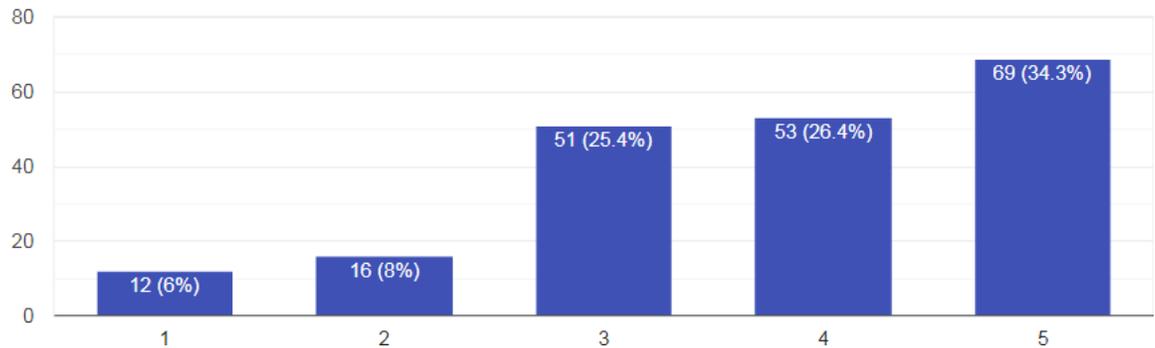
206 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



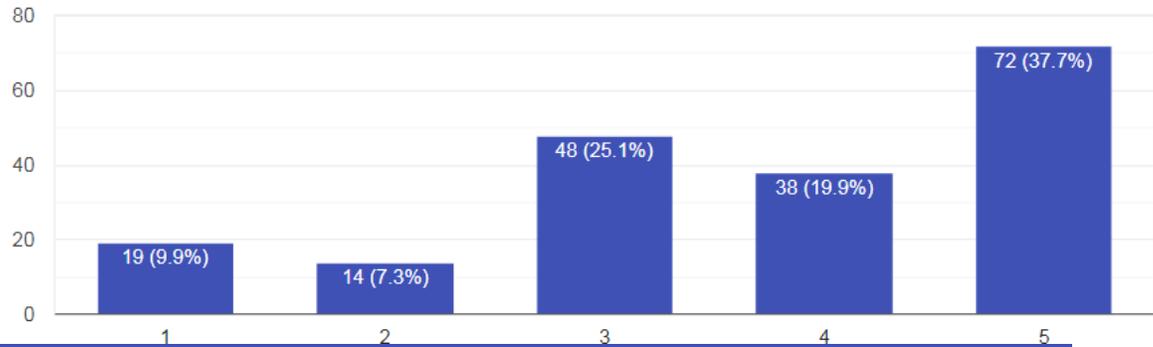
201 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



191 responses

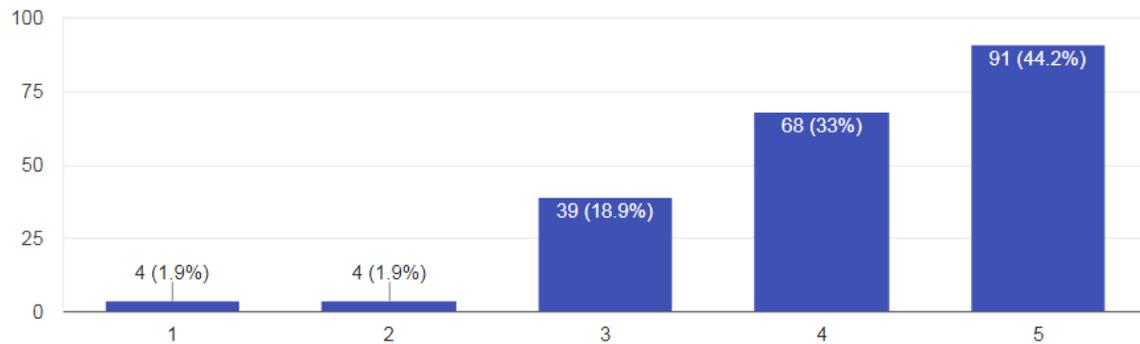


### About Teaching-Learning -Assessment practices & Support system

Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



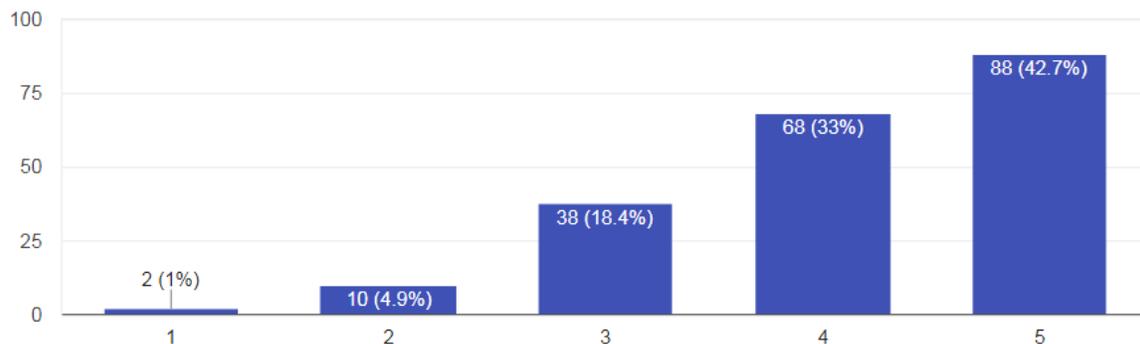
206 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



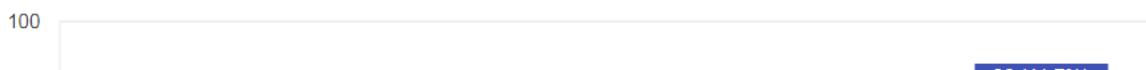
206 responses



e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



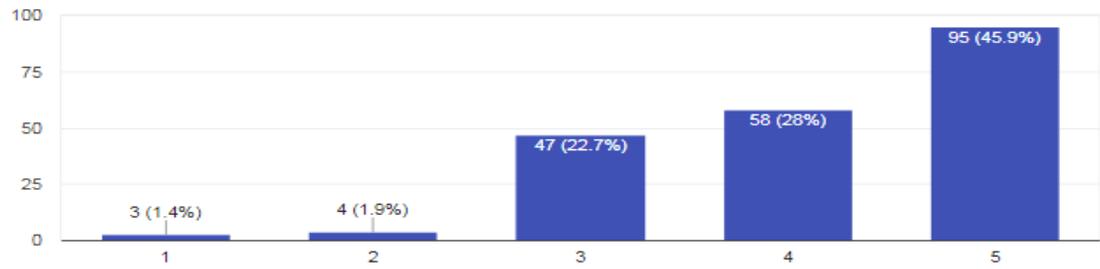
206 responses



Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



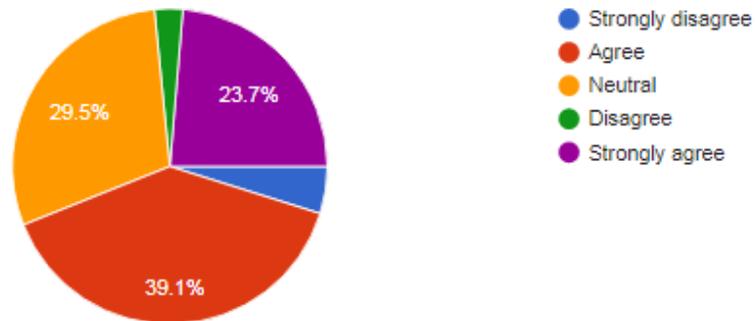
207 responses



Do you agree - Learning Outcome for the courses is met



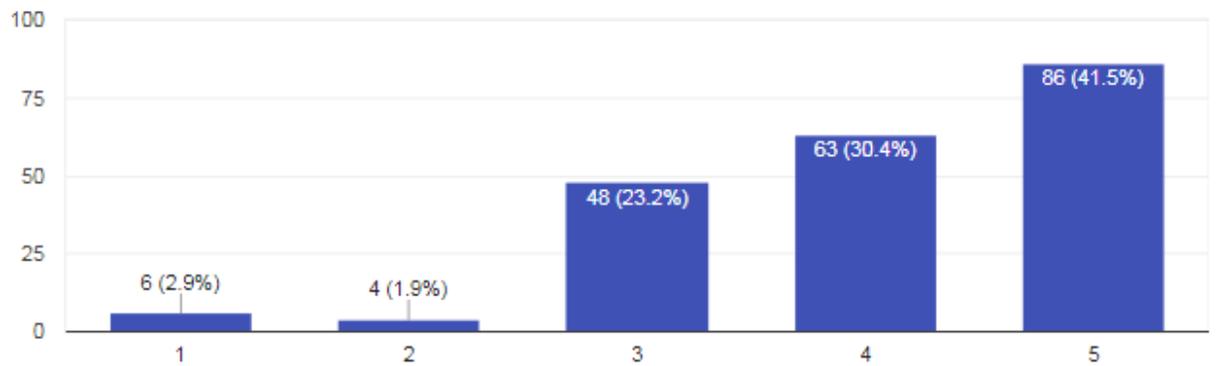
207 responses



Rate Student Skill Enrichment practices



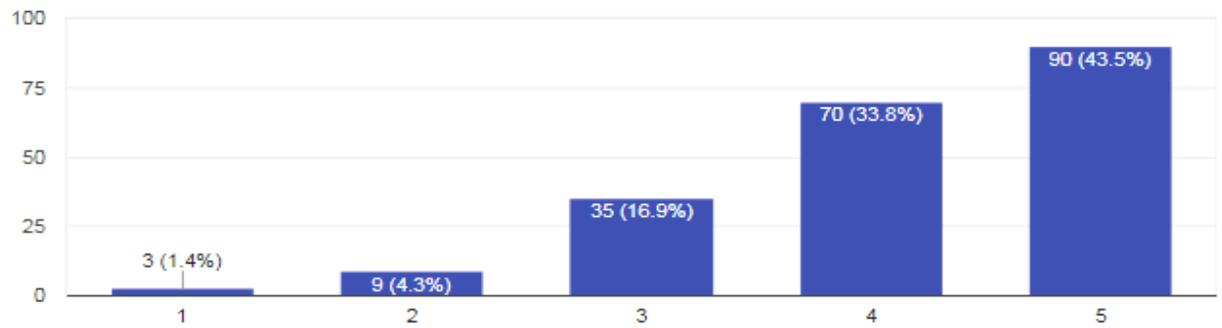
207 responses



### Rate effectiveness of Internal Counseling sessions



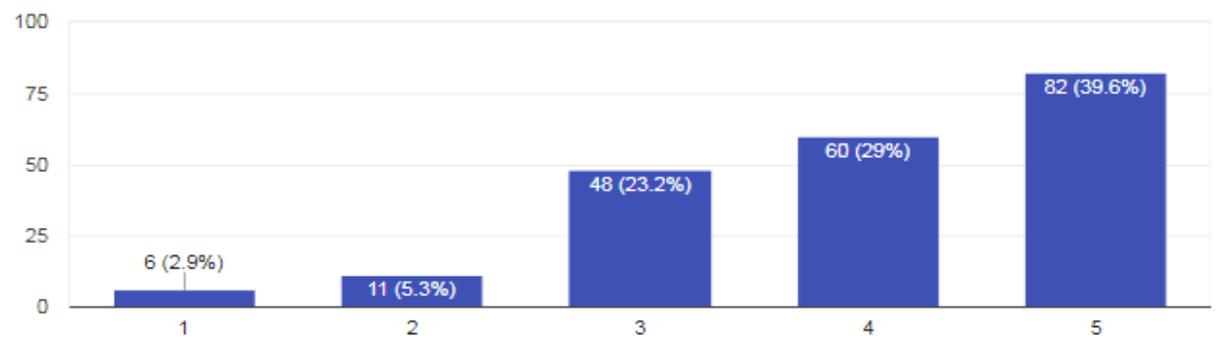
207 responses



### Rate provision of student feedback, suggestions system and its impact



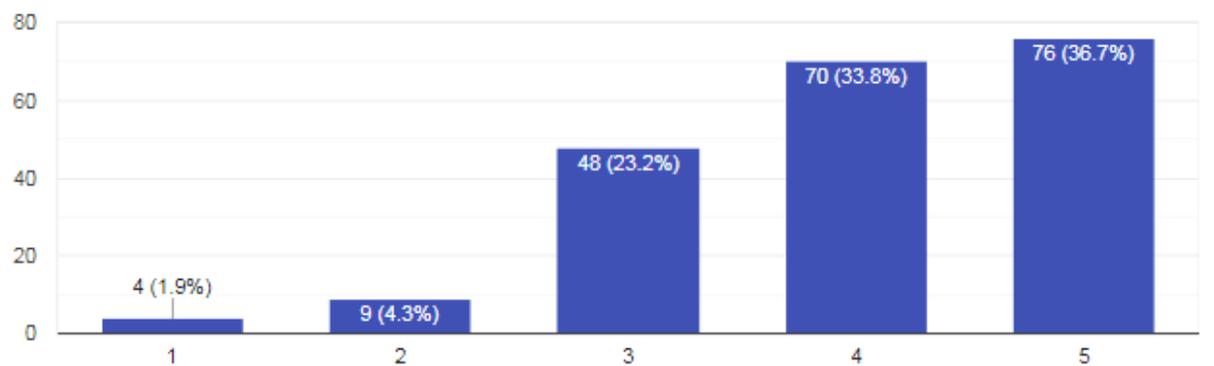
207 responses



### How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good, 5-Extremely Good)



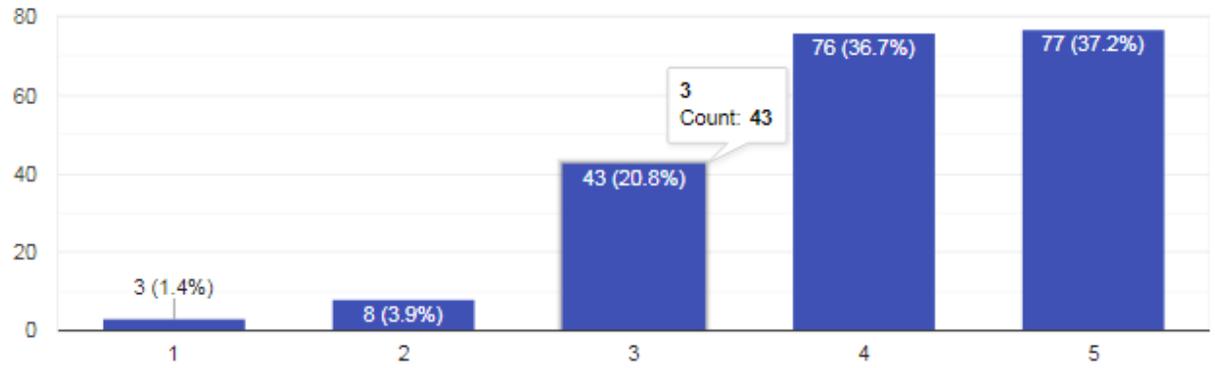
207 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



207 responses





**ACADEMIC YEAR - 2020-21 (ODD sem)  
INTERNAL QUALITY ASSURANCE CELL**

**EXIT SURVEY REPORT  
(2016-20 BATCH)**

**QUESTIONNAIRE**

**About Infrastructural Facilities (5 being highest)**

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

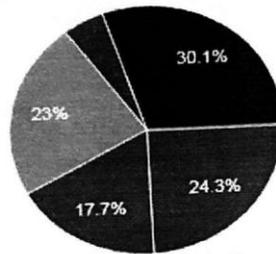
**About Teaching-Learning -Assessment practices (5 being highest)**

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
9. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

## RESPONSES SUMMARY

### Branchwise Responses (226 /248)

Branch studied  
226 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

**CIVIL** - 55/55  
**CSE** - 39/39  
**ECE** - 52/53  
**EEE** - 11/11  
**MECH** - 68/88

### About Infrastructural Facilities (5 being highest) 1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

| S.No | Question                           | 1    | 2    | 3     | 4     | 5     |
|------|------------------------------------|------|------|-------|-------|-------|
| 1    | How do you rate classroom ambience | 5.3  | 4.4  | 29.2  | 27.9  | 33.2  |
| 2    | How do you rate Lab facilities     | 12.4 | 8    | 25.2  | 23.5  | 31    |
| 3    | How do you rate Library facilities | 3.5  | 5.8% | 19%   | 22.6% | 29.1% |
| 4    | Transport Facility - if availed    | 20   | 24%  | 23%   | 26.5% | 31%   |
| 5    | Hostel facility - if availed       | 13.3 | 9.3  | 23.9  | 24.8  | 28.8  |
|      |                                    | 10.9 | 10.3 | 24.06 | 25.06 | 30.62 |

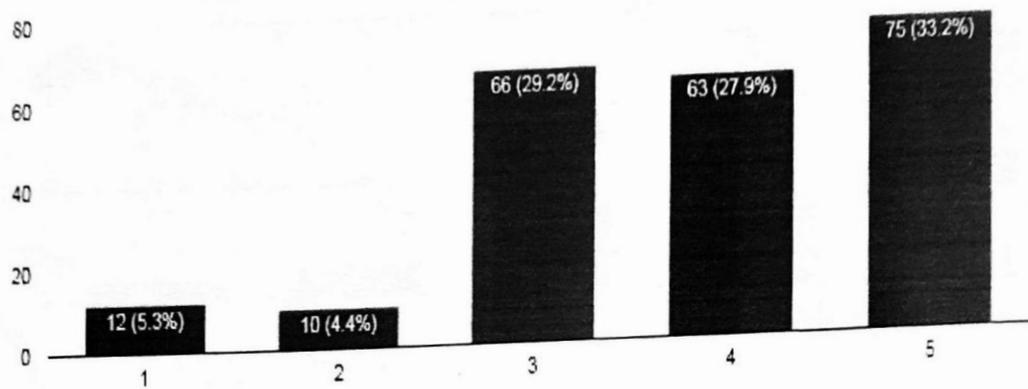
**About Teaching-Learning -Assessment practices (5 being highest)**

| Qn. | Feedback regarding   | 1        | 2    | 3      | 4      | 5      |
|-----|--|----------|------|--------|--------|--------|
| 1   | Question Bank structure, content & usage   | 3.5      | 4.4  | 20.4   | 22.1   | 49.6   |
| 2   | Lab Manual structure, content & usage  | 2.7      | 8    | 20.8   | 28.8   | 44.2   |
| 3   | e-Material content & usage   | 6.2      | 6.2  | 24.8   | 23.9   | 38.9   |
| 4   | Teaching methodology adopted by faculty members  | 6.2      | 4    | 18.6   | 30.1   | 41.2   |
| 5   | Do you agree - Learning Outcome for the courses is met   | 3.1      | 2.7  | 29.6   | 45.6   | 19     |
| 6   | Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices | Attached |      |        |        |        |
| 7   | Any specific recommendation/ suggestions related to learning materials                           | Attached |      |        |        |        |
| 8   | How do you rate assessment practices   | 5.8      | 2.7  | 23.9   | 27.4   | 40.3   |
| 9   | Fairness and transparency of assessment & evaluation practices                                   | 4.9      | 6.6  | 22.1   | 29.6   | 36.7   |
|     |  | 4.6%     | 4.9% | 22.88% | 29.64% | 38.55% |

## QUESTIONWISE RESPONSES

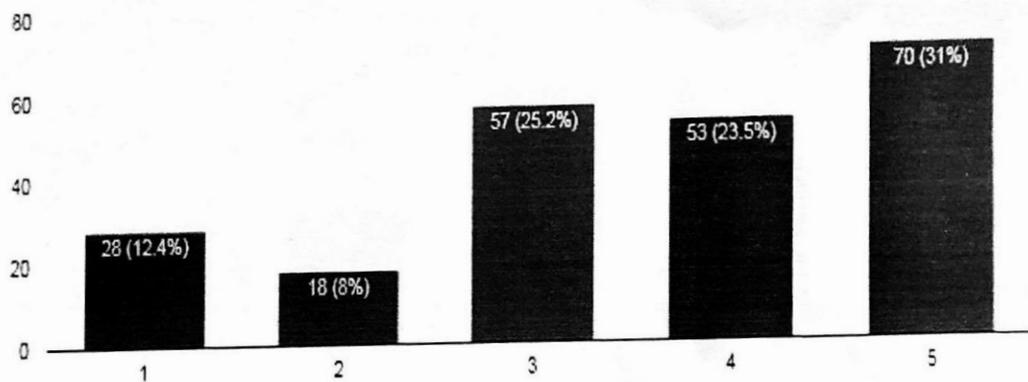
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

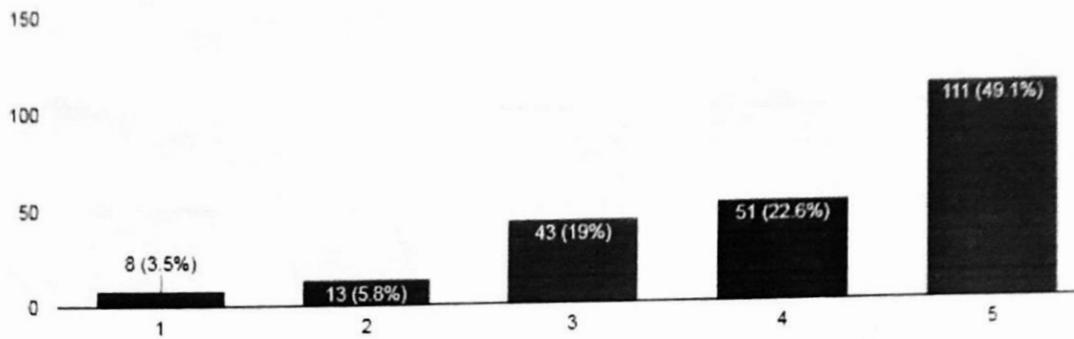
226 responses



How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

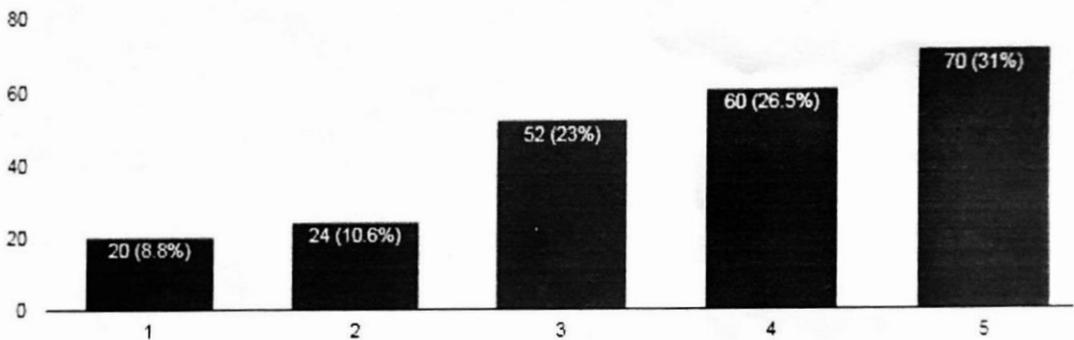


226 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

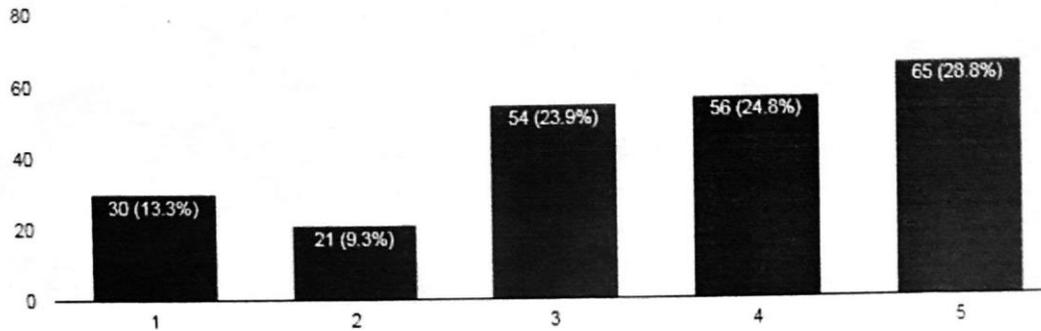
226 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



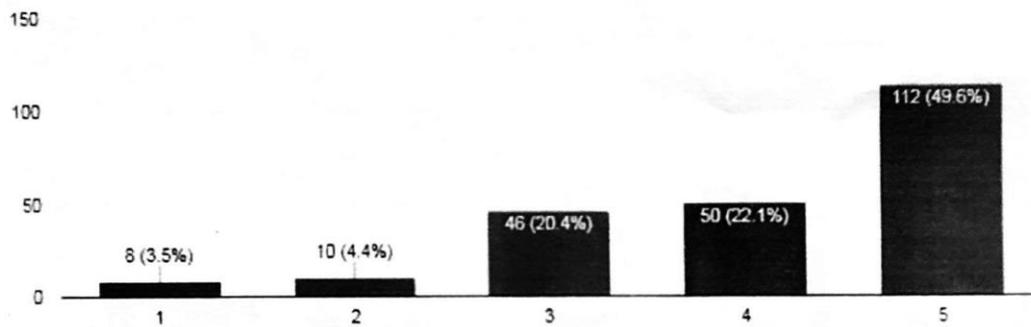
226 responses



Question Bank structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



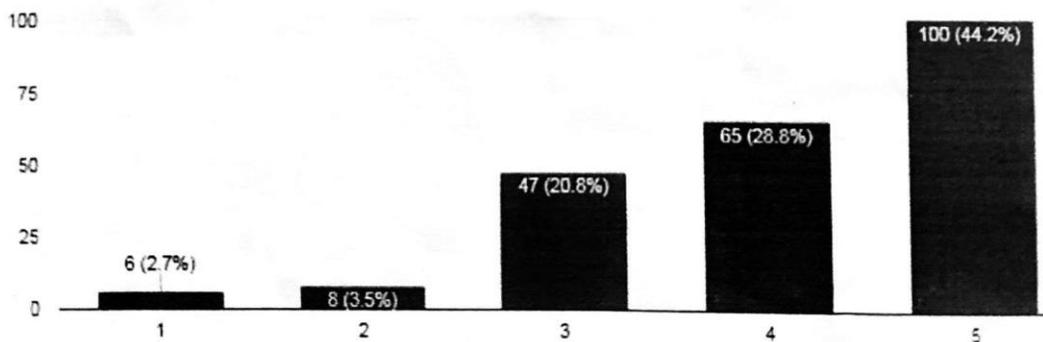
226 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

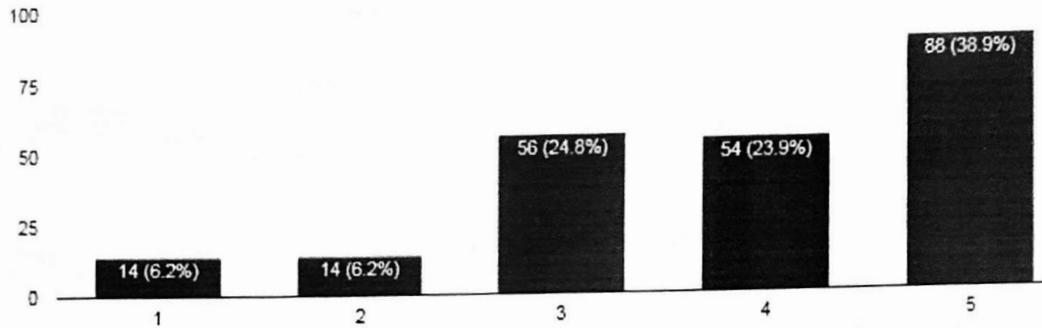


226 responses



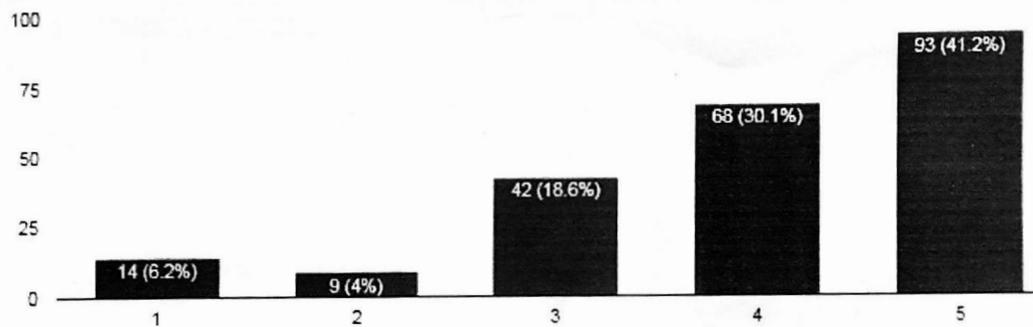
e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



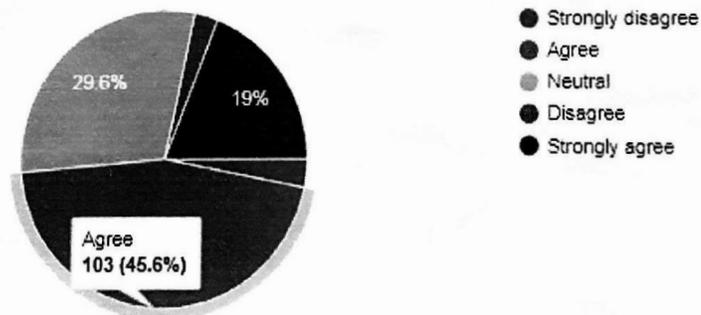
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



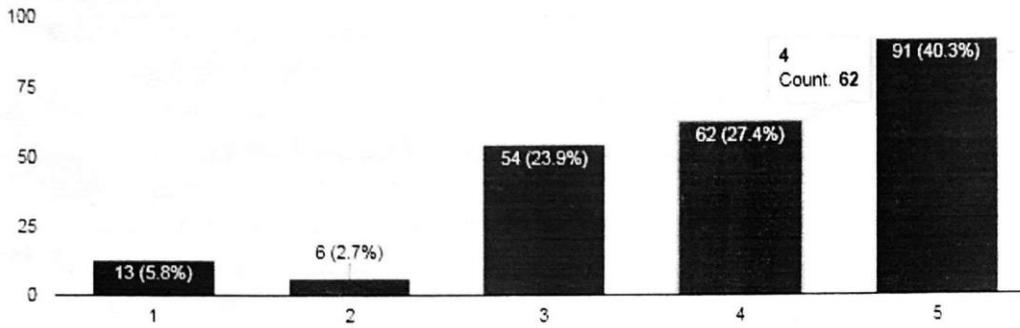
Do you agree - Learning Outcome for the courses is met

226 responses



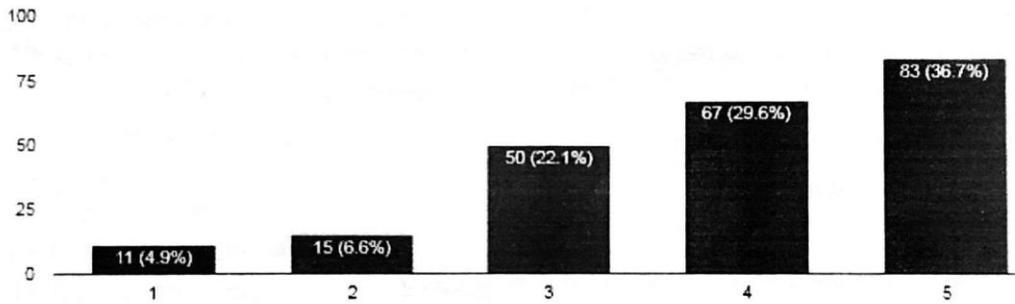
How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



*K. Moore* 9/12/20  
IQAC COORDINATOR

*J. Monte* 9/12/2020  
PRINCIPAL



**ACADEMIC YEAR 2018-19 (EVEN SEMESTER)  
Student Representative Meeting with Principal**

**05.03.19**

**Minutes of Meeting**

Principal convened meeting with IV year student representatives on 04.03.19 with the composition of 2 overall performers, 1 average and 1 slow learner from engineering branches. Students were given open platform to share their experiences at the campus for 4 years period. Students were also directed to share suggestions if any.

Branchwise student representations are as follows

**CIVIL**

- **Learning experience** was joyful.
- **Appreciated the practices** of Value Added courses, My Credit Course, Library resources, Competency Development classes
- **Structure of Question bank** and its content was appreciated.
- Student from Chennai based mentioned about the **usefulness of coaching classes**.
- **Syllabus coverage and Assessment practice** was appreciated.
- Representation for **Cultural programmes** to be continued was raised.
- Represented about their comfort for color dress over uniform.
- Sports – event participation other than zonal matches was represented.
- Placement opportunities was represented. (efforts are taken)

**CSE**

- **Coaching & Saturday classes** though found tough initially was effective and useful.
- **Google classroom practice** is good.
- **Question bank is good. Guidance by staff is good.**
- **Revision classes** are very useful.
- **Coding** by student can be encouraged more.
- **Initiatives for communication skills** improvement was represented.
- Training sessions / provision for **GMAT / GRE / IELTS / UPSC exams** shall be arranged.

- **Arrear students** to be motivated for external event participation. OD not to be sanctioned based on arrear.
- **Lab printout sheet** size can be set as the size of **A4**. Find difficulties in taking printout.

#### ECE

- **Care and guidance is good.**
- **College timing is comfortable.**
- Representation for **Assessment answer script** correction can be made by staff not handling class / course
- **Weekly test during T&P hours. Additional practice for aptitude skills.**
- **Library – Computing system issue** due to virus was mentioned. (Steps taken to resolve).
- **Students** represented for Dispensary facility. (Steps will be taken)

#### EEE

- **Need printout facility at Library**
- **Question bank** distribution can be made little earlier.
- **Student friendly approach is good.**

#### MECH

- **CNC Machine** utilization can be enhanced. Service pack alone utilized. Other labs are OK.
- **Overall development activities** was appreciated and found effective. Stage fear defeated. Motivations for overall growth at KINGS is good. 18<sup>th</sup> ISTE provided platform to stage and then continued with other events.
- **Assignment Presentation Hour (APH)** is useful. To be continued effectively,
- **Graduation Day** certificate by Parents is good.
- **Staff-Student relationship** is good. Staff members are motivating and supporting for overall growth of students.
- **ALUMNI** interaction sessions are useful.

**Principal & Vice-Principal insisted for** student preparation towards placement opportunities. **Examination** preparation guidelines was shared. Mathematics arrear coaching sessions to be utilized. Principal appreciated the batch for their performance, wished students for better performance in exams and successful career.

RAC

J. Ramesh  
05/3/19  
PRINCIPAL