

**ACADEMIC YEAR 2021-22**  
**INTERNAL QUALITY ASSURANCE CELL**

11.03.2022

**Minutes of Meeting**

**IQAC meeting** for the month of **Mar'22** was held on **10.03.22** between **12:00noon and 2.15pm**. IQAC Coordinator briefed on the following points during the meeting.

**Agenda for the meeting**

- AQAR 2020-21 submission – work status
- Submission of Stake holder interaction report, ATR to IQAC
- NBA Mock Audit – Report & Recommendations
- Value Added Course – New course proposal
- Swayam enrolment
- Curriculum analysis
- Session on CO-PO-PSO-PEO-Mission-Vision (Orientation session)
- Internal Assessment Question Paper – BT table inclusion
- AICTE & MoE, Cyberpeace Foundation programme
- Top free online courses details for engineering students
- Lecture videos status
- NAAC overall presentation

**AQAR 2020-21 submission – work status**

- Departments were requested to submit department level data for the AQAR pertaining to year 2020-21. Deadline 18.03.2022.
- IQAC members to coordinate and ensure submission of data.

**Submission of Stakeholder interaction report, ATR to IQAC**

- All stakeholder interaction overall report, ATR to be submitted to IQAC for overall findings and follow-up.
- Members were requested to inform incharges and ensure submissions.

**NBA Mock Audit – Report & Recommendations**

- Under AICTE Margadarshan scheme, NBA mock audit was organized on 11.2.2022. Audit report and suggestions made will be considered in future initiatives.

**Value Added Course – New course proposal**

- New Value Added Course shall be proposed by departments for the forthcoming batches. Hence, syllabus, coverage plan and proposal to be submitted to Anna University for approval. Necessary initiative to be made well ahead and new course to be handled for next batch.

### **Swayam enrolment**

- IV year students SWAYAM course certification is mandated. Hence, departments to ensure student enrolment for examinations. Suitable skill oriented course that supports career progression to be planned.
- During Swayam course enrolment, KCE local chapter should be mentioned by staff and students.

### **Curriculum analysis**

- As per AU release of new regulation, Department level meeting to be organized to review curriculum to identify attainment levels, find any gaps in curriculum. Value addition initiatives are to be planned based on the review and stakeholder feedbacks. Departments to ensure such exercise is made regularly and ensure latest technologies are covered as value addition initiatives to support students' career.

### **Session on CO-PO-PSO-PEO-Mission-Vision (Orientation session)**

- Students should be given awareness and guided about CO & mapping of CO-PO-PSO-PEO-Mission-Vision during orientation session.
- Department level sessions and review meets to be organized as required to ensure awareness among all.

### **Internal Assessment Question Paper – BT table inclusion**

- Adherence of Internal assessment question paper with Bloom Taxonomy standard is verified by IQAC member. Table was included as a separate sheet earlier. From this semester onwards, BT table verification will be included in the same sheet of question paper at end (as given below)

Bloom Taxonomy	Level-1 Remember	Level-2 Understand	Level-3 Apply	Level-4 Analyze	Level-5 Evaluate	Level-6 Create
	Question number					
Part-A						
Part-B						
Part-C						
Total						

Note: Level-1 & Level-2 marks should not exceed 40.

### **AICTE & MoE, Cyberpeace Foundation programme**

- AICTE & Ministry of Education in association with Cyberspace foundation is organizing skill programme on Cyber security(Ref. circular).
- Departments are requested to identify venue for Online Zoom based level -1 training session on 23.03.2022 (I year to IV year students).
- All Staff and students shall attend the programme. Participation certificate will be given to all. 4 level of training is planned. Candidates clearing level 1 will be shortlisted to next level and so on. Members clearing all 4 levels will be given course certificate from AICTE and MoE.
- Staff and student name, email id (as xls file) to be submitted to IQAC coordinator for enrolment.
- Status of participation and completion to be tracked by IQAC member of the department.

**Top free online courses details for engineering students**

- Details of top Online course sites was circulated. Members to circulate to students and motivate them for suitable courses.

**Lecture videos status**

- Facultywise Lecture video session details is sought (Staff name, Topic, Link, Views details snapshot)

**NAAC overall presentation**

- Departmentwise details for NAAC overall presentation (photos and proofs) is to be submitted at commn-server as softcopy.

Members present

Civil, CSE, ECE, EEE, Mech, S&H, T&P

*K. Reddy* 11/3/2022  
IQAC COORDINATOR



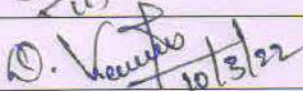
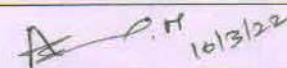

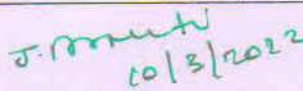
*J. Praveen*  
11/3/2022  
PRINCIPAL



ACADEMIC YEAR 2021-22

IQAC Department Members Meeting

Meeting Attendance - 10.03.2022

IQAC Members	Signature
Mr.K.Arun/Civil	 11/03/22
Mr.R.Sugantha Lakshmi/CSE	 11/3/22
Ms.D.Vennila/ECE	 10/3/22
Mr.S.R.Karthikeyan/EEE	S. R. Karthikeyan / 10/3/22
Mr.M.Aswin /Mech	 10/3/22
Mr.G.Jeyakrishnan/Maths(S&H)	
Ms.K.Abhirami	K. Abhirami 10/3/22
PRINCIPAL	 10/3/2022