



KIT - KALAI GNARKARUNANIDHI INSTITUTE OF TECHNOLOGY
(An Autonomous Institution)
Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

Minutes of the meeting held on 10 June 2022

IQAC meeting was held with the IQAC members and HoDs of all the departments on 10th June 2022 at 3:00 pm in Principal's Chamber.

Agenda:

- Subject allocation, workload and timetable preparation
- Preparation of Lesson Plan and Course material.
- AQAR preparation.
- Any other matters

The following points were discussed in the meeting:

- HoDs were requested to finalize the subject allocation, workload and timetable preparation for the academic year 2022-23 (odd Semester).
- HoDs were also requested to inform their faculty members to prepare the course materials well in advance.
- Submission of AQAR for the academic year 2020-2021 were discussed, HoDs were informed to verify the correctness of the data.
- Internal Audit for the NAAC Criteria were discussed.

Resolution

It was resolved to meet again on tentatively in the month of September 2022.


IQAC Coordinator


Principal
PRINCIPAL
KIT-Kalaignarkarunanidhi Institute of Technology
(An Autonomous Institution)
Kannampalavam Post, Coimbatore - 641 402.



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The following members were present on 10.06.2022 at 3:00pm for the IQAC meeting in Principal Office

S.No	Name	Position	Signature
1.	Dr. N. Mohandas Gandhi	Head of the Institution	
2.	Dr. M. Ramesh	Vice Principal	
3.	Mr. Shashikanth Jayaraman	Chief Human Resources Officer at MulticoreWare Inc	
4.	Dr. R.T.Yamuna	Professor & HoD - S&H	
5.	Dr. C. Deepa	Assoc. Professor & -HoD AI&DS	
6.	Dr. R. Gowrishankar	Assoc. Professor & HoD - ECE	
7.	Dr. R. Mythili	Assoc. Professor & HoD - EEE	
8.	Dr. K. Mahalakshmi	Dean Placement & HoD - CSBS	
9.	Dr. S. Maniraj	Professor & HoD -MECH	
10.	Dr. A. R. Saravanan	Assoc. Professor & HoD - Aero	
11.	Dr. K. Sampathkumar	Professor & HoD - AGRI	
12.	Dr. M. Jayasheela	Professor - ECE	
13.	Dr. Tha Thayumanavan	Assoc. Professor & HoD - Biotech	
14.	Dr. S. Rajamohamed	Assoc. Professor & HoD - CSE	
15.	Dr. S. Sivagnanabharathi	Assoc. Professor & HoD - MBA	
16.	Dr. E. Vijayakumar	Assoc. Professor & HoD - MCA	



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Minutes of the meeting held on 15th September 2022

IQAC meeting was held with the IQAC members and HoDs of all the departments on 15th September 2022 at 3:00 pm in Principal's Chamber

Agenda:

- Continuous Internal Assessment I Schedule for higher semesters
- Question paper & Answer script Audit
- Planning of lateral entry student's classes
- Organizing of Social outreach programme
- ISO Files - Updations
- Book Requirements
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting follow up were discussed in the meeting.
- CIA schedule for higher semesters (Except I year) were finalized.
- Discussed the question paper pattern and preparation of Question paper with answer key.
- Discussed about the lateral entry students (2022 batch) classes
- Planned to organize Social outreach activities were discussed.
- HoDs were requested to give the list of Text books and Reference books requirement for the academic year 2022-23.

Resolution

It was resolved to meet again on tentatively in the month December 2022.


IQAC Coordinator 15/9/2022


Principal

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KIT - KALAI G N A R K A R U N A N I D H I I N S T I T U T E O F T E C H N O L O G Y
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The following members were present on 15.09.2022 at 3:00pm for the IQAC meeting in Principal Office

S. No	Name	Position	Signature
1.	Dr. N. Mohandas Gandhi	Head of the Institution	
2.	Dr. M. Ramesh	Vice Principal	
3.	Mr. Shashikanth Jayaraman	Chief Human Resources Officer at MulticoreWare Inc	
4.	Dr. R.T.Yamuna	Professor & HoD - S&H	
5.	Dr. C. Deepa	Assoc. Professor & -HoD AI&DS	
6.	Dr. R. Gowrishankar	Assoc. Professor & HoD - ECE	
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11.	Dr. K. Sampathkumar	Professor & HoD - AGRI	
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Minutes of the meeting held on 02nd December 2022

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal 02nd December 2022 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- Physical mode of classes for higher semester
- CIA Schedule for higher semester
- Answer Script audit for CIA II
- ISO external Audit
- Organize and attend online faculty development programme
- Any other matters

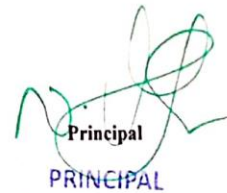
The following points were discussed in the meeting:

- Action taken for the previous meeting follow up were discussed in the meeting.
- Discussed about the physical mode of classes for higher semesters as per GO.
- CIA schedule for higher semester were planned to conduct through offline mode. Hence all the HoDs were requested to inform their faculties to prepare the question paper with answer key.
- HoD's were requested to update all the back documents towards ISO external audit.
- HoD's were requested to inform their department faculty members to organize and attend online faculty development programme.

Resolution

It was resolved to meet again on January 2023


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The following members were present on 02.12.2022 at 3:00pm for the IQAC meeting in Principal Office

S. No	Name	Position	Signature
1.	Dr. N. Mohandas Gandhi	Head of the Institution	
2.	Dr. M. Ramesh	Vice Principal	
3.	Mr. Shashikanth Jayaraman	Chief Human Resources Officer at MulticoreWare Inc	
4.	Dr. R.T.Yamuna	Professor & HoD - S&H	
5.	Dr. C. Deepa	Assoc. Professor & -HoD AI&DS	
6.	Dr. R. Gowrishankar	Assoc. Professor & HoD - ECE	
7.	Dr. R. Mythili	Assoc. Professor & HoD - EEE	
8.	Dr. K. Mahalakshmi	Dean Placement & HoD - CSBS	
9.	Dr. S. Maniraj	Professor & HoD -MECH	
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Minutes of the meeting held on 5th January 2023

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 5th January 2023 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- QP audit for CIA III (IV Year UG), CIA I Schedule for first year
- University Practical examination.
- Planning for Model exam

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- HoDs were requested to inform their faculty members to Prepare the question paper and answer key for CIA III exam (IV Year UG)
- Discussed the tentative dates to organize the university practical examination.

Resolution

It was resolved to meet again tentatively in the month of March 2023.


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The following members were present on 05.01.2023 at 3:00pm for the IQAC meeting in Principal Office

S.No	Name	Position	Signature
1.	Dr. N. Mohandas Gandhi	Head of the Institution	
2.	Dr. M. Ramesh	Vice Principal	
3.	Mr. Shashikanth Jayaraman	Chief Human Resources Officer at MulticoreWare Inc	
4.	Dr. R.T.Yamuna	Professor & HoD - S&H	
5.	Dr. C. Deepa	Assoc. Professor & -HoD AI&DS	
6.	Dr. R. Gowrishankar	Assoc. Professor & HoD - ECE	
7.	Dr. R. Mythili	Assoc. Professor & HoD - EEE	
8.	Dr. K. Mahalakshmi	Dean Placement & HoD - CSBS	
9.	Dr. S. Maniraj	Professor & HoD -MECH	
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11.	Dr. K. Sampathkumar	Professor & HoD - AGRI	
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Minutes of the meeting held on 9th March 2023

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 9th March 2023 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- Documentation of all academic related works pertaining to ISO/NAAC/NBA for the academic year 2021-2022 (ODD Semester).
- Preparation of Work Load / subject allocation / timetable and lesson plan.
- Faculty research publication.
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- HoDs were requested to finalize the subject allocation, work load, timetable for the academic year 2021-2022 - Even semester.
- HoDs are requested to inform their faculty members to complete the lesson plan and course material.
- HoDs are requested to insist the faculty members to publish papers only in reputed journals only.
- Reopening dates for higher semesters were discussed.

Resolution

It was resolved to meet again tentatively in the month of June 2023.


IQAC Coordinator


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The following members were present on 09.03.2023 at 3:00pm for the IQAC meeting in Principal Office

S. No	Name	Position	Signature
1.	Dr. N. Mohandas Gandhi	Head of the Institution	
2.	Dr. M. Ramesh	Vice Principal	
3.	Mr. Shashikanth Jayaraman	Chief Human Resources Officer at MulticoreWare, Inc	
4.	Dr. R.T.Yamuna	Professor & HoD - S&H	
5.	Dr. C. Deepa	Assoc. Professor & -HoD AI&DS	
6.	Dr. R. Gowrishankar	Assoc. Professor & HoD - ECE	
7.	Dr. R. Mythili	Assoc. Professor & HoD - EEE	
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