

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
OF
KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY**
S.P.G.ChidambaraNadar – C. Nagammal Campus, S.P.G.C. Nagar,
K. Vellakulam 625 071 Near VIRUDHUNAGAR (Madurai dt).

Phone : 04549 – 278791, 278171

Fax : 04549-278172 E-mail : mail@kamarajengg.edu.in

Dr. ANANT ACHARY
CHAIR PERSON

Date: 20.07.2019

**PROCEEDINGS OF THE 16th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING
OF KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY,
HELD AT 11.00 AM ON 20.07.2019**

MEMBERS PRESENT:

Thiruvallargal

1. Dr. Anant Achary,
Principal,
Kamaraj College of Engineering and Technology,
Virudhunagar
Chairman of Internal Quality Assurance Cell (IQAC)
2. Mr.R. Mahesh Kumar,
Chairman,
Kamaraj College of Engineering and Technology Managing Board,
Virudhunagar
Management Representative
3. Thiru.A. Yavanarajan, B.Tech.(Ph.), B.Tech.(I.T.), M.A., M.B.A
Custodian of Movable Properties,
Kamaraj College of Engineering and Technology Managing Board,
Virudhunagar
Management Representative
4. Thiru.M.V.R.R.Manickavel, B.Sc.,
Former Secretary,
Kamaraj College of Engineering and Technology Managing Board,
Virudhunagar
Nominee of Local Society
5. Thiru P. M. S. K. N. K. N. Anandavel
Nominee of Local Society
6. Mr.M. Rajesh,
Office Manager,
Kamaraj College of Engineering and Technology,
Virudhunagar
Administrative Officer

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7. Mrs.S. Manohari,
Librarian,
Kamaraj College of Engineering and Technology,
Virudhunagar
Administrative Officer

8. Dr. M. Vasanthi,
HOD / Department of Biotechnology,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

9. Dr.S. Senthil,
HOD / Department of Mechanical Engineering,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

10. Dr.S. Kalyani,
HOD / Department of Electrical and Electronics Engineering,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

11. Dr.R. Suresh Babu,
HOD / Department of Electronics and Communication Engineering,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

12. Dr. K. Thanalakshmi,
Associate Professor, Department of Maths,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

13. Mrs. R. Ramya,
Assistant Professor (Selection Grade),
Department of Computer Science and Engineering,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher

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14. Dr. R. Lakshmi,
Professor/Department of CIVIL Engineering,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher
15. Dr. N. Sundarrajan,
Associate Professor/Department of English,
Kamaraj College of Engineering and Technology,
Virudhunagar
Teacher
16. Ms. Ommounica, IV MTR,
KAMARAJ College of Engineering and Technology,
Virudhunagar.
Student Representative

Special Invitee

Prof. Pathinettam Padiyan, Research Consultant,
KAMARAJ College of Engineering and Technology

Sl. No	SUBJECT	RESOLUTION
a.	Welcome	Principal and Chairman of IQAC welcomed the members.
b.	Approval of the minutes of the meeting held on 20.04.2019	The minutes of the previous IQAC meeting and the action taken report were presented. Principal informed the gathering that in respect to our autonomous application, details of Anna University Nominee and State Government Nominee who would be part of the expert team for onsite inspection has been received. Further the tentative date of visit by the expert team as indicated by the UGC member was discussed. The tentative date of onsite inspection could be 17 th /18 th August or 24 th /25 th August 2019. The minutes of the meeting held on 20.04.2019 was approved by the IQAC members.
c.	Presentation by the Coordinator, IQAC	A report was presented on the programmes conducted, publications and the achievements of the faculty and students from 01.04.2019 to 31.06.2019.

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		<p style="text-align: center;">---4---</p> <p>Discussion regarding Assessment and Evaluation: The Unitwise tests conducted during 2018 – 2019 (both ODD and EVEN Semesters) did not yield expected outcome in the University results. Based on the suggestions by IQAC members, it is decided to conduct Cycle tests.</p> <p>Evaluation Pattern for Internal Assessment was finalized as follows:</p> <table border="1" data-bbox="792 873 1502 1136"> <thead> <tr> <th>Assessment</th> <th>Syllabus to be covered</th> <th>Weightage (20 marks)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>40%</td> <td>Cycle test 1 = 12 Assignment = 8</td> </tr> <tr> <td>2</td> <td>30%</td> <td>Cycle test 2 = 12 Assignment = 8</td> </tr> <tr> <td>3</td> <td>30%</td> <td>Cycle test 3 = 12 Assignment = 8</td> </tr> </tbody> </table> <p>The members suggested that a model test may be conducted.</p> <p>Discussion regarding University result Analysis 1. The members suggested that the support systems extended to the academically weak students need to be discussed in the meeting. 2. It was also suggested that peer learning should be encouraged. 3. The parents who haven't attended the Parent – Teacher meeting should be called again and they should be made aware about the current situation of their wards and about AU Regulation.</p>	Assessment	Syllabus to be covered	Weightage (20 marks)	1	40%	Cycle test 1 = 12 Assignment = 8	2	30%	Cycle test 2 = 12 Assignment = 8	3	30%	Cycle test 3 = 12 Assignment = 8
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d.	New formats	<p>The following formats were presented for discussion. Members suggested changes that need to be done in the formats. The members opined that institution should align with the AICTE mandates, systems and processes.</p> <p>Formats Submitted CO-PO mapping tool Question bank template Question bank scrutiny Form Weekly report for theory courses Weekly report for Lab courses Feedback for General Facilities</p> <p style="text-align: right;">Contd...5</p>												

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		<p>---5---</p> <p>Student satisfaction survey Student feedback based on AICTE Career Advancement Scheme for faculty</p> <p>The following formats were accepted as such. CO-PO mapping tool Question bank template Question bank scrutiny Form Weekly report for theory courses Weekly report for Lab courses Feedback for General Facilities</p> <p>However revisions were suggested in the following formats. Student satisfaction survey (Suggestions: In the five point scale, as per AICTE, points for quantification should be 1 – 5) Student feedback based on AICTE (Suggestions: Questions to be rephrased) Career Advancement Scheme for faculty (Suggestions: Research Contribution is missing in 360° feedback. Should be added)</p>										
e.	Any suggestions/ recommendations	<ol style="list-style-type: none"> 1. Senior faculty members should guide the students to clear their arrear papers. 2. Proper counseling should be given with the help of a dietician to correct the food habits of the students. 3. Peer learning should be practiced in the hostels. 4. It was suggested that for any programmes conducted in the college, outcome analysis/impact analysis should be done. 										
f.	Plan of Action for Academic Year 2019 – 2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Description of Activity</th> <th style="width: 30%;">Timeline</th> </tr> </thead> <tbody> <tr> <td>Internal Audit (Intra- dept)</td> <td>July 30th, 31st 2019</td> </tr> <tr> <td>Internal Audit (Inter- dept)</td> <td>August 5th – 7th 2019</td> </tr> <tr> <td>Uploading NBA SAR for ECE, CSE, PT departments</td> <td>August 1st 2019</td> </tr> <tr> <td>Uploading AQAR 2018 - 2019</td> <td>August 20th 2019</td> </tr> </tbody> </table>	Description of Activity	Timeline	Internal Audit (Intra- dept)	July 30 th , 31 st 2019	Internal Audit (Inter- dept)	August 5 th – 7 th 2019	Uploading NBA SAR for ECE, CSE, PT departments	August 1 st 2019	Uploading AQAR 2018 - 2019	August 20 th 2019
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g.	Date for next meeting	The next meeting is scheduled on 19.10.2019
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IQAC Coordinator


PRINCIPAL