

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: 02/11/2019

PROCEEDINGS OF THE 17th INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING OF KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY,
HELD AT 11.00 AM ON 02/11/2019

MEMBERS PRESENT:

Thiruvallur

1. Dr. Anant Achary,
Principal,
Kamaraj College of Engineering and Technology,
Chairman of Internal Quality Assurance Cell (IQAC)
2. Dr.T.Dhanalakshmi
HoD / Chemistry,
Kamaraj College of Engineering and Technology,
Coordinator, **Internal Quality Assurance Cell (IQAC)**
3. Er.S.P.G.C.Srimurugan,
Chairman,
Kamaraj College of Engineering and Technology Managing Board,
Virudhunagar
Management Representative
4. Mr.M.Rajesh,
Office Manager,
Kamaraj College of Engineering and Technology,
Administrative Officer
5. Dr.M.Vasanthi, Dean (Academics Courses)
Vice Principal, HOD / Department of Biotechnology,
Kamaraj College of Engineering and Technology,
Teacher
6. Dr.S.Kalyani, Dean (Examinations)
HOD / Department of Electrical and Electronics Engineering,
Kamaraj College of Engineering and Technology,
Teacher

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7. Dr.C.T.Vijaya Kumar, Dean (Research)
Professor, Department of Polymer Technology,
Kamaraj College of Engineering and Technology,
Teacher
8. Dr.I.Ganeshmoorthy, NAAC Coordinator,
Associate Professor, Department of Biotechnology,
Kamaraj College of Engineering and Technology,
Teacher
9. Dr.P.Kathirvel, NBA Coordinator
Professor/Department of CIVIL Engineering,
Kamaraj College of Engineering and Technology,
Teacher
10. Dr.M.Indra Devi,
Professor and HoD/ Department of Computer Science and Engineering,
Kamaraj College of Engineering and Technology,
Teacher
11. Ms. Sanju Roy, I BT,
KAMARAJ College of Engineering and Technology,
Student Representative
12. Er. G. S. Raman,
Sri Mookambika info Solutions
Nominee: Employers
13. Er. Malaya Rout
Verizon Technologies
Nominee: Industrialist

Special Invitee

1. Prof. V. Ramachandran, Advisor,
KAMARAJ College of Engineering and Technology
2. Mr. Ramji Srimurugan, Former Scientist and DRDO Consultant
Virudhunagar

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Sl. No	SUBJECT	RESOLUTION																																				
a.	Welcome	<p>Principal and Chairman of IQAC welcomed the members.</p> <p>The Chairman introduced the new members of the IQAC and he also extended a warm welcome to the Special Invitees for the meeting (Prof. V. Ramachandran and Mr. Ramji Srimirugan).</p>																																				
b.	Approval of the minutes of the meeting held on 20/07/2019	<p>The minutes of the previous IQAC meeting and the action taken report were presented. The minutes of the meeting held on 20.07.2019 was approved by the IQAC members.</p> <p>In the action taken report, following suggestions were made:</p> <p>1. Modifications in the Student Feedback for theory courses:</p> <p>The members recommended a faculty member securing less than 60% should be given one warning. The grades "poor" and "very poor" should be rephrased as "fair" and "poor".</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Marks</th> <th style="text-align: center;">Existing Grade</th> <th style="text-align: center;">New Grade</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Less than 20</td> <td style="text-align: center;">Very poor</td> <td style="text-align: center;">Poor</td> </tr> <tr> <td style="text-align: center;">20.1 - 30</td> <td style="text-align: center;">Poor</td> <td style="text-align: center;">Fair</td> </tr> <tr> <td style="text-align: center;">30.1 - 37</td> <td style="text-align: center;">Good</td> <td style="text-align: center;">Good</td> </tr> <tr> <td style="text-align: center;">37.1 - 44</td> <td style="text-align: center;">Very Good</td> <td style="text-align: center;">Very Good</td> </tr> <tr> <td style="text-align: center;">44.1 - 50</td> <td style="text-align: center;">Excellent</td> <td style="text-align: center;">Excellent</td> </tr> </tbody> </table> <p>2. Feedback for Laboratory Courses: As per IQAC existing format</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S.No.</th> <th style="text-align: center;">Score Range</th> <th style="text-align: center;">Assessment</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td style="text-align: center;">Less than 30</td> <td style="text-align: center;">Poor</td> </tr> <tr> <td style="text-align: center;">2.</td> <td style="text-align: center;">31-37</td> <td style="text-align: center;">Fair</td> </tr> <tr> <td style="text-align: center;">3.</td> <td style="text-align: center;">38-47</td> <td style="text-align: center;">Good</td> </tr> <tr> <td style="text-align: center;">4.</td> <td style="text-align: center;">48-54</td> <td style="text-align: center;">Very Good</td> </tr> <tr> <td style="text-align: center;">5.</td> <td style="text-align: center;">55-60</td> <td style="text-align: center;">Excellent</td> </tr> </tbody> </table>	Marks	Existing Grade	New Grade	Less than 20	Very poor	Poor	20.1 - 30	Poor	Fair	30.1 - 37	Good	Good	37.1 - 44	Very Good	Very Good	44.1 - 50	Excellent	Excellent	S.No.	Score Range	Assessment	1.	Less than 30	Poor	2.	31-37	Fair	3.	38-47	Good	4.	48-54	Very Good	5.	55-60	Excellent
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		<p>3. Modifications in the 360° Feedback score Format given by AICTE For faculty members, Performance based Appraisal System is being followed in our college. IQAC chairman presented the 360° Feedback score Format given by AICTE and it was discussed in detail. Numero suggestions came from the members and it was decided to accept AICTE format with slight modifications. Members also suggested that suitable clarifications are needed in the Category "contribution to Society"</p>			
		Part	PBAS followed in our college	AICTE	Modifications brought out by college
		A	Academics (30)	Teaching Process (25)	Direct Teaching (5) Teaching learning Outcome (20)
		B	Research (30)	Students Feedback (25)	Students feedback (10) Research and Consultancy (15)
		C	Cocurricular/ extension/ personnel development (20)	Department Activities (20)	Department Activities (20)
		D	Feedback (20)	Institute Activities (10)	Institute Activities (10)
		E		ACR Maintained at Institute Level (10)	ACR Maintained at Institute Level (10)
		F		Contributions to Soceity (10)	Contributions to Soceity (10)
		Total Score	100	100	100

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		<p>Minimum score requirement for Eligibility and promotion should be 50, 55 and 60 for Assistant professor, Associate professor and Professor respectively.</p> <p>It was informed that the HoDs should give the ACR of the faculty members based on the following:</p> <ul style="list-style-type: none"> ➤ Ability to relate to students ➤ Learning for Teaching ➤ Willingness to take additional responsibilities ➤ Understanding of the NBA/NAAC processes and ability to innovate and contribute ➤ Contribution to the department ➤ Contribution to the institution ➤ Ability to work independently and as a part of a team ➤ Overall professional development ➤ Any others <p>The industrialist nominee suggested that the peer feedback about the faculty members should be given weightage in the ACR. He also suggested that the HoDs should follow the progress of each and every faculty member every two months (periodical assessment) and give them directions or areas that need to be focused.</p> <p>It was informed by the IQAC chairman that the PBAS for this academic year will be based on the 360° Feedback score Format given by AICTE with the modifications made at the college level.</p>
c.	Presentation by the Coordinator, IQAC	<p>1. A report was presented on the programmes conducted, publications and the achievements of the faculty and students from 01.07.2019 to 30.09.2019. The members lauded the achievements of both the faculty and student members.</p>

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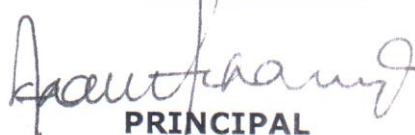
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		<p>2. Plan of action for the academic year was discussed:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Curricular Aspects</td> <td>Governance: Dean Academics Drafting of New regulations Constitution of Academic Council and BOS as per UGC guidelines Curriculum Design Conduct of Academic Council and BOS, Internal Audit External Academic Audit CoCurricular Activities Extra Curricular Activities</td> </tr> <tr> <td>Evaluation</td> <td>Governance: Dean Examinations To get ready for conduct of II, IV, VI, and VIII semesters Assessment scheme as per New regulations</td> </tr> <tr> <td>Research and Consultancy</td> <td>Governance: Dean Research Review of all the proposals related to research (student as well as faculty members level) Industry Institute Interaction and Consultancy</td> </tr> </table>	Curricular Aspects	Governance: Dean Academics Drafting of New regulations Constitution of Academic Council and BOS as per UGC guidelines Curriculum Design Conduct of Academic Council and BOS, Internal Audit External Academic Audit CoCurricular Activities Extra Curricular Activities	Evaluation	Governance: Dean Examinations To get ready for conduct of II, IV, VI, and VIII semesters Assessment scheme as per New regulations	Research and Consultancy	Governance: Dean Research Review of all the proposals related to research (student as well as faculty members level) Industry Institute Interaction and Consultancy
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d.	Any suggestions / recommendations	<p>The student representative suggested that due consideration should be given for the students who were absent for the cycle tests. The member suggested that soft skills training should be given for the students for placement training. The members suggested of collecting teachers feedback to determine the Health report of the institution.</p> <p>The employer nominee, while appreciating the students for their good placement record, also extended his help to train the faculty members and students in real time problems using IoT concepts.</p>						
e.	Date for next meeting	The next meeting is scheduled on 25/01/2020.						


IQAC Coordinator


PRINCIPAL