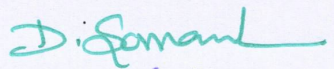


**6.5.3 Regular Meeting of Internal Quality Assurance Cell (IQAC)**

Academic Year	Date of the Meeting Conducted	Page Number
2018 - 19	09/08/2018	2
	23/11/2018	8
	15/02/2019	14
	05/04/2019	19

  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

AIT/IQAC/2018-19/Meeting -01

Date: 06.08.2018

**Circular for IQAC Meeting**

First Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2018 – 19 is scheduled on 09.08.2018. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/ay	01/2018-19	Date & Time	09-08-2019 & 11am
Venue	Board Room		
S.No.	Agenda Item		
1.	Approval of Minutes of the previous IQAC Meeting		
2.	Action to be taken on the Minutes of previous IQAC meeting		
3.	<b>Mandatory compliance with respect to statutory bodies</b> i). Submission of Mandatory disclosure to AICTE ii). Submission of MHRD AISHE Survey participation		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	<b>Review of University results and Graduation Rate</b> i). University results in AY 2017-18 Even Semester ii). Graduation rate in UG and PG programs in AY 2017-18		
7.	Review of Students training activities		
8.	Review of Students Placement and Higher studies		
9.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2018-19		
10.	Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training		

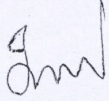


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Principal  
Adithya Institute of Technology  
Coimbatore- 641107

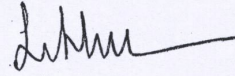
2

*[Signature]*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

11.	Faculty Development Programs
12.	Outreach – NSS, YRC and Extension activities
13.	Any other matters



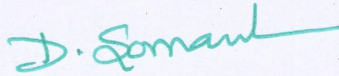
Coordinator IQAC  
Dr.K.Senthilkumar



Chairperson – IQAC  
Dr.S.Muthu

Copy to:

1. All the members of IQAC
2. The Chairman, Adithya Institutions
3. AIT Office
4. IQAC File



Principal  
Adithya Institute of Technology  
Coimbatore- 641107



Principal  
Adithya Institute of Technology  
Coimbatore- 641107

**Internal Quality Assurance Cell (IQAC)**

Minutes of IQAC Meeting conducted on 09.08.2018 for the AY 2018-19

Name of the Meeting: IQAC Meeting	Ref. No. : MEET/ IQAC/2018-19
Venue: Board Room	Date: 09- 08 - 2018
Members Present: Dr.S.Muthu, Mr.D.Pandian, Mr.B.Subhashini, Mr.D.Loganathan, Mr.R.Sagaya vivian, Mr.R.Senthilkumar, Mr.S.Harini, Ms.V.Ganga, Dr.N.Gokilamani, Dr.M.Natarajan, Mr.K.S.Ramesh, Ms.R.D.Priyanka, Mr.S.Sharboj, Ms.G.Keerthana, Mr.M. Rashik, Dr. K. Senthilkumar	

S. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 18-04-2018 was presented and approved.	-	-	
2.	Action Taken on the Minutes of the previous IQAC meeting Action taken report on the minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.	-	-	
3.	Mandatory compliance related to Regulatory bodies i). Mandatory discloser will be submitted to AICTE. ii). Submission of MHRD AISHE survey participation will be submitted before February 2021. iii) Submission of ARIIA before March 2019 iv). Application to AICTE for continuation of Approval for AY 2019-20 will be submitted as per the intimation from AICTE. v).Submission of Application to Anna University for continuation of affiliation for AY 2019-20 will be submitted in January /February 2019 .	As per the circular from various bodies	Principal office	



*D. Soman*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

*[Signature]*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

4.	<p>Meetings of Statutory and Non-Statutory committees</p> <p>Meetings of Statutory and non-statutory committees will be conducted as per the given procedures.</p>	Continuous	Convenor of Various Committees	
5.	<p><b>IOAC Programs and initiatives</b></p> <p><b>AOAR submission</b></p> <p>IOAC coordinator presented the AQAR of AY 2018-19 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested.</p> <p><b>Academic and Administrative Audit</b></p> <p>Academic and Administrative Audit was conducted</p>		IQAC Coordinator	
6.	<p><b>Placement and Training activities</b></p> <p><b>a) Placement</b></p> <p>Placement officer informed that many Core and IT company Placement drives were scheduled from January 2019.</p> <p><b>b) Student placement training activities</b></p> <p>Placement officer has presented the various training activities conducted in online mode for III &amp; IV year B.E students</p>	Continuous	Placement Officer	
7.	<p><b>Outreach, Extension activities and Alumni activities</b></p> <ul style="list-style-type: none"> <li>➤ Members discussed various outreach activities to be conducted through NSS, YRC and blood donation camp by using the students.</li> <li>➤ Department can plan alumni activities and alumni interactions for the benefit of students.</li> <li>➤ The members reviewed the Outreach Extension activities and Alumni activities and suggested to conduct more number of programs in the academic year.</li> </ul>	Continuous	All HODs & Coordinators	

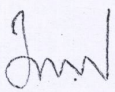


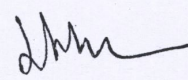
*D. Soman*

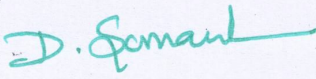
Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

*[Signature]*  
 Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

8.	<p><b>Faculty Development programs, workshops and conferences</b></p> <p>Faculty Development programs, workshops and conferences conducted were presented and discussed.</p>	Continuous	All HODs	
9.	<p><b>Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training</b></p> <p>Members approved the Certificate courses, Skill Development Training of Value added Course and Vocational Education Training proposed for the AY 2018-19.</p>	Continuous	All HODs	
10.	<p><b>Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs.</b></p> <ul style="list-style-type: none"> <li>➤ HoDs have to identify industries and sign MOUs in the areas of emerging technologies.</li> <li>➤ The departments have to plan Industrial visits, inplant training and internship for the students with the assistance of Placement Officer.</li> </ul>	Continuous	All HODs & Placement Officer	

  
 Coordinator IQAC  
 Dr.K. Senthilkumar

  
 Chairperson – IQAC  
 Dr.S.Muthu

  
 Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107



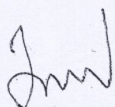
**Principal**  
 Adithya Institute of Technology  
 Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

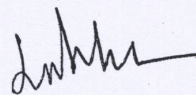
**ACTION TAKEN REPORT 09.08.2018**

The following action has been taken for the IQAC meeting conducted on 18/04/2018 on Board Room

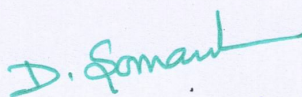
Points Discussed	Action Taken
Learning Management System	Verified by respective Heads on end of July.
Skill Development Programme for students	Starts at first week of July and ends by Fourth week of July 2018
Review of Students Placement	Verified by all Heads and Placement officer.
Review of Students Higher studies	Verified by all Heads and respective Tutors.
Faculty Development Program	One FDP was completed by each department on AY 2017 – 18 even Semester. One workshop was conducted by our management on 19.05.2018 on “Enterprenership and Skill Development” for the AY 2017 – 18. One more seminar was completed on 16.06.2018 on “Quality Enhancement through self Evaluation”
Submission of Application to Anna University for continuation of affiliation for AY 2018-19 will be submitted in February 2018	Related work was going on.
Industrial visits	Two industrial visits was completed by all departments.



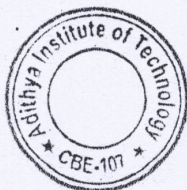
Coordinator – IQAC  
 Dr.K.Senthilkumar



Principal & Chairperson – IQAC  
 Dr.S.Muthu



Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107



Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

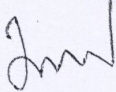
AIT/IQAC/2018-19/Meeting -02

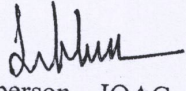
Date: 19.11.2018

**Circular for IQAC Meeting**

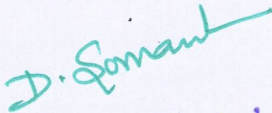
Second Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2018 – 19 is scheduled on 23.11.2018. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No./AY	02/2018-19	Date & Time	23-11-2019 & 11am
Venue	Board Room		
S.No.	Agenda Item		
1.	Approval of Minutes of the previous IQAC Meeting		
2.	Action to be taken on the Minutes of previous IQAC meeting		
3.	<b>Mandatory compliance with respect to statutory bodies</b> i). Submission of Mandatory disclosure to AICTE ii). Submission of MHRD AISHE Survey participation		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Review of Students training activities		
7.	Review of Students Placement and Higher studies		
8.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2018-19		
9.	Faculty Development Programs		
10.	Outreach – NSS, YRC and Extension activities		
11.	Any other matters		

  
Coordinator IQAC  
Dr.K.Senthilkumar

  
Chairperson – IQAC  
Dr.S.Muthu



  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

Principal  
Adithya Institute of Technology  
Coimbatore- 641107

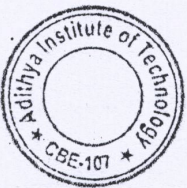


Copy to:

1. All the members of IQAC
2. The Chairman, Adithya Institutions
3. AIT Office
4. IQAC File

*D. Somasundar*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107



*[Signature]*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of IQAC Meeting conducted on 23.11.2018 for the AY 2018-19

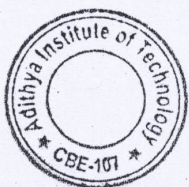
Name of the Meeting: IQAC Meeting		Ref. No. : MEET/ IQAC/2018-19		
Venue: Board Room		Date: 23- 11 - 2018		
Members Present: Dr.S.Muthu, Mr.D.Pandian, Mr.B.Subhashini, Mr.D.Loganathan, Mr.R.Sagaya vivan, Mr.R.Senthilkumar, Mr.S.Harini, Ms.V.Ganga, Dr.N.Gokilamani, Dr.M.Natarajan, Mr.K.S.Ramesh, Ms.R.D.Priyanka, Mr.S.Sharboj, Ms.G.Keerthana, Mr.M. Rashik, Dr. K. Senthilkumar				
S. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 09-08-2018 was presented and approved.	-	-	
2.	Action Taken on the Minutes of the previous IQAC meeting Action taken report on the minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.	-	-	
3.	Mandatory compliance related to Regulatory bodies i). Mandatory discloser will be submitted to AICTE. ii). Submission of MHRD AISHE survey participation will be submitted before February 2021. iii) Submission of ARIIA before March 2019 iv). Application to AICTE for continuation of Approval for AY 2019-20 will be submitted as per the intimation from AICTE. v).Submission of Application to Anna University for continuation of affiliation for AY 2019-20 will be submitted in January /February 2019 .	As per the circular from various bodies	Principal office	



*D. Soman*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

*[Signature]*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

4.	<p>Meetings of Statutory and Non-Statutory committees</p> <p>Meetings of Statutory and non-statutory committees will be conducted as per the given procedures.</p>	Continuous	Convenor of Various Committees	
5.	<p>IOAC Programs and initiatives</p> <p>AOAR submission</p> <p>IOAC coordinator presented the AQAR of AY 2018-19 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested.</p> <p>Academic and Administrative Audit</p> <p>Academic and Administrative Audit was conducted</p>		IQAC Coordinator	
6.	<p>Outreach. Extension activities and Alumni activities</p> <ul style="list-style-type: none"> <li>➤ Members discussed various outreach activities to be conducted through NSS, YRC and blood donation camp by using the students.</li> <li>➤ Department can plan alumni activities and alumni interactions for the benefit of students.</li> <li>➤ The members reviewed the Outreach Extension activities and Alumni activities and suggested to conduct more number of programs in the academic year.</li> </ul>	Continuous	All HODs & Coordinators	
7.	<p>Faculty Development programs. workshops and conferences</p> <p>Faculty Development programs, workshops and conferences conducted were presented and discussed.</p>	Continuous	All HODs	



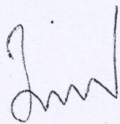
*D. Soman*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107

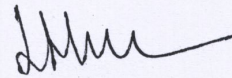
*[Signature]*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107

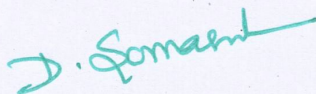
8.	<p><b>Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs.</b></p> <ul style="list-style-type: none"> <li>➤ HoDs have to identify industries and sign MOUs in the areas of emerging technologies.</li> <li>➤ The departments have to plan Industrial visits, inplant training and internship for the students with the assistance of Placement Officer.</li> </ul>	Continuous	All HODs & Placement Officer	
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Coordinator IQAC  
Dr.K. Senthilkumar



Chairperson – IQAC  
Dr.S.Muthu



Principal  
Adithya Institute of Technology  
Coimbatore- 641107

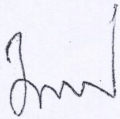


**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

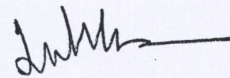
**ACTION TAKEN REPORT 23.11.2018**

The following action has been taken for the IQAC meeting conducted on 09/08/2018 on Board Room

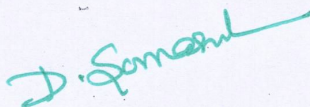
Points Discussed	Action Taken
Academic and Administrative Audit	Internal audit was done.
Review of Students Placement	Meeting is to be conducted with placement cell by every 15 days span.
Review of Students Higher studies	Students are guided by our faculties by every 15 days span.
Faculty Development Program	One FDP was completed by each department on AY 2018 – 19.
Submission of Application to Anna University for continuation of affiliation for AY 2018-19 will be submitted in February 2019	Related work was going on.
Industrial visits	Atleast one industrial visit was completed by all departments.



Coordinator – IQAC  
 Dr.K.Senthilkumar.



Principal & Chairperson – IQAC  
 Dr.S.Muthu



Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107



Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

AIT/IQAC/2018-19/Meeting - 03

Date: 11.02.2019

**Circular for IQAC Meeting**

Third Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2018 – 19 is scheduled to be held on 15.02.2019. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/AY	03 / 2018 - 19	Date & Time	15-02-2019 & 3pm
Venue	Board Room		
S.No.	Agenda Item		
1.	Approval of Minutes of the previous IQAC Meeting		
2.	Action taken on the Minutes of previous IQAC meeting		
3.	<b>Mandatory compliance with respect to statutory bodies</b> i). Submission of Mandatory disclosure to AICTE ii). Submission of MHRD AISHE Survey participation		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Review of University results		
7.	Review of Students training activities		
8.	Review of Students Placement and Higher studies		
9.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2018-19		
10.	Review of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training		
11.	Faculty Development Programs		

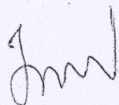


*D. Somai*  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

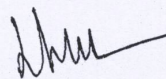
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Principal  
Adithya Institute of Technology  
Coimbatore- 641107

12.	Outreach – NSS, YRC and Extension activities
13.	Any other matters



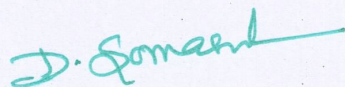
**Coordinator IQAC**  
Dr.K. Senthilkumar



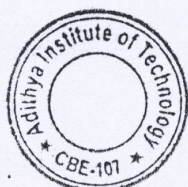
**Chairperson – IQAC**  
Dr.S.Muthu

Copy to:

1. All the members of IQAC
2. The Chairman, Adithya Institutions
3. AIT Office
4. IQAC File



**Principal**  
**Adithya Institute of Technology**  
**Coimbatore- 641107**



**Principal**  
**Adithya Institute of Technology**  
**Coimbatore: 641107**

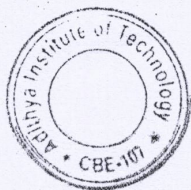
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of IQAC Meeting conducted on 15.02.2019 for the AY 2018 - 19

Name of the Meeting: IQAC Meeting		Ref. No. : MEET - 3/ IQAC/2018-19		
Venue: Board Room		Date: 15.02.2019		
Members Present: Dr.S.Muthu, Mr.D.Pandian, Mr.B.Subhashini, Mr.D.Loganathan, Mr.R.Sagaya vivian, , Ms.V.Ganga, Dr.M.Natarajan, Mr.K.S.Ramesh, Ms.R.D.Priyanka, Mr.S.Sharboj, Ms.G.Keerthana, Mr.M. Rashik, Dr. K. Senthilkumar, Dr.ChitraManohar, Mr. S.Devarajan				
Sl. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 09.08.2018 was presented and approved.	-	-	
2.	Action Taken on the Minutes of the previous IQAC meeting Action taken report on the minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.	-	-	
3.	Mandatory compliance related to Regulatory bodies i). Mandatory discloser was submitted to AICTE as per norms and uploaded in the college website. ii). Submission of MHRD survey participation will be submitted before February 2019. iii) Submission of ARIIA before March 2019 iv). Submission of application to AICTE for continuation of Approval for AY 2019-20 will be submitted as per the intimation from AICTE. v).Submission of application to Anna University for continuation of affiliation for AY 2019-20 will be submitted in February 2019 .	As per the circular from various bodies	Principal office	

*D. Somasundaram*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107



*[Signature]*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107



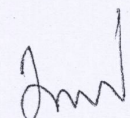
4.	<p><b>Meetings of Statutory and Non-Statutory committees</b></p> <p>Meetings of Statutory and non-statutory committees will be conducted as per the given procedures.</p>	Continuous	Convenors of Various Committees	
5.	<p><b>IOAC Programs and initiatives</b>  <b>AOAR submission</b></p> <p>IOAC coordinator presented the AQAR of AY 2018-19 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested.</p> <p><b>Academic and Administrative Audit</b></p> <p>Academic and Administrative Audit was conducted</p>		IOAC Coordinator	
6.	<p><b>Review of University results</b></p> <ul style="list-style-type: none"> <li>➤ University results for the Academic year 2018-19 odd semesters have been reviewed and discussed.</li> <li>➤ Slow learners should be given special attention to perform well in the University examinations.</li> </ul>	Continuous	Principal & HoDs	
7.	<p><b>Admission and Promotional activities</b></p> <ul style="list-style-type: none"> <li>➤ Admissions to UG and PG programs in the Academic year 2019-20 have been reviewed.</li> <li>➤ Promotional activities targeting plus two students and Polytechnic students should be done to improve the admissions the admissions in the next academic year.</li> </ul>	Continuous	Principal	

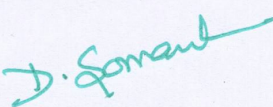
*D. Somend*  
 Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

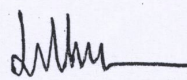


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 Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

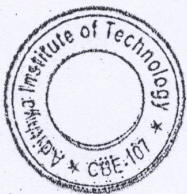
8.	<p><b>Placement and Training activities</b></p> <p><b>a) Placement</b>                  Placement officer informed that many Core and IT company Placement drives were scheduled from January 2019.</p> <p><b>b) Student placement training activities</b>                  Placement officer has presented the various training activities conducted in online mode for III &amp; IV year B.E students</p>	Continuous	Placement Officer	
9.	<p><b>Research and Consultancy</b></p> <ul style="list-style-type: none"> <li>➤ Research and Consultancy activities of Faculty have been discussed.</li> <li>➤ Publications in refereed journals are to be improved.</li> </ul>			
10.	<p><b>Faculty Development programs, workshops and conferences</b></p> <p>Faculty Development programs, workshops and conferences conducted were presented and discussed.</p>	Continuous	All HODs	
11.	<p><b>Review of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training</b></p> <p>Members reviewed the Certificate courses; Skill Development Training of Value added Course and Vocational Education Training conducted. The courses planned are to be completed before the end of the Academic year and project report to be collected.</p>	Continuous	All HODs	
12.	<p><b>Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs</b></p> <p>Students participation in Industrial visit, in-plant training, and Internship have been discussed.</p>	Continuous	All HODs & Placement Officer	

  
 Coordinator IQAC  
 Dr.K. Senthilkumar

  
 Principal  
 Adithya Institute of Technology  
 Coimbatore- 641107

  
 Chairperson – IQAC  
 Dr.S.Muthu

Principal  
 Adithya Institute of Technology  
 Coimbatore 641107

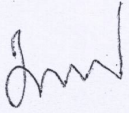


**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

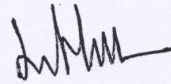
**ACTION TAKEN REPORT 15.02.2019**

The following action has been taken for the IQAC meeting conducted on 23/11/2018 on Online Mode

Points Discussed	Action Taken
Review of Students Placement	It is decided to taken regular placement classes
Review of Students Higher studies	Motivated the fast learners to take up higher studies.
Action Plan	All the departments has been prepared and submitted 1. Lesson plan 2. Course Materials 3. Placement schedule On or before 12.01.2019.
Faculty Development Program	One FDP was completed by all departments and one more FDP will be planned for current academic year on or before May 2019.
Submission of Application to Anna University for continuation of affiliation for AY 2019-20 will be submitted in January /February 2019	Related work was going on.
Industrial visits	Atleast two Industrial Visits was completed during the previous odd semester.



Coordinator – IQAC  
 Dr.K. Senthilkumar



Principal & Chairperson – IQAC  
 Dr.S.Muthu

*D. Somasundaram*  
 Principal  
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Principal  
 Adithya Institute of Technology  
 Coimbatore-641107



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

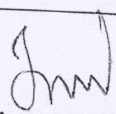
AIT/IQAC/2018-19/Meeting - 04

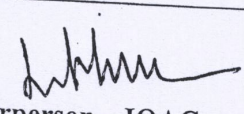
Date: 27.03.2019

**Circular for IQAC Meeting**

Fourth Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2018 – 19 is scheduled to be held on 05.04.2019. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

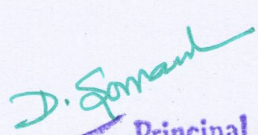
Meeting No/A.Y	04 / 2018 - 19	Date & Time	05-04-2019 & 3pm
Venue		Board Room	
S.No.	Agenda Item		
1.	Approval of Minutes of the previous IQAC Meeting		
2.	Action taken on the Minutes of previous IQAC meeting		
3.	<b>Mandatory compliance with respect to statutory bodies</b> i). Submission of Mandatory disclosure to AICTE ii). Submission of MHRD Survey participation		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Review of Students training activities		
7.	Review of Students Placement and Higher studies		
8.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2018-19		
9.	Review of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training		
10.	Faculty Development Programs		
11.	Outreach – NSS, YRC and Extension activities		

  
**Coordinator IQAC**  
 Dr.K. Senthilkumar

  
**Chairperson – IQAC**  
 Dr.S.Muthu

20



  
**Principal**  
 Adithya Institute of Technology  
 Coimbatore- 641107

**Principal**  
 Adithya Institute of Technology  
 Coimbatore- 641107

Copy to:

1. All the members of IQAC
2. The Chairman, Adithya Institutions
3. AIT Office
4. IQAC File

*D. Soman*

Principal  
Adithya Institute of Technology  
Coimbatore- 641107



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Principal  
Adithya Institute of Technology  
Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of IQAC Meeting conducted on 05.04.2019 for the AY 2018 - 19

Name of the Meeting: IQAC Meeting		Ref. No. : MEET - 4/ IQAC/2018-19		
Venue: Board Room		Date: 05.04.2019		
Members Present: Dr.S.Muthu, Mr.D.Pandian, Mr.B.Subhashini, Mr.D.Loganathan, Mr.R.Sagaya vivian, Ms.V.Ganga, Dr.M.Natarajan, Mr.K.S.Ramesh, Ms.R.D.Priyanka, Mr.S.Sharboj, Ms.G.Keerthana, Mr.M. Rashik, Dr. K. Senthilkumar, Dr.ChitraManohar, Mr. S.Devarajan				
Sl. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 09.08.2018 was presented and approved.	-	-	
2.	Action Taken on the Minutes of the previous IQAC meeting Action taken report on the minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.	-	-	
3.				
4.	Meetings of Statutory and Non-Statutory committees Meetings of Statutory and non-statutory committees will be conducted as per the given procedures.	Continuous	Convenors of Various Committees	
5.	Academic and Administrative Audit Academic and Administrative Audit was conducted	-	IQAC Coordinator	
6.	Review of IA results ➤ Slow learners should be given special attention to perform well in the University examinations.	Continuous	Principal & HoDs	

*D. Somasundaram*

Principal

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 Coimbatore- 641107

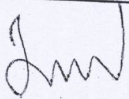
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Principal

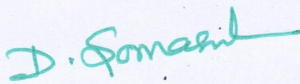
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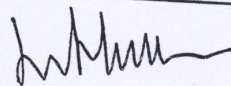
7.	<p><b>Admission and Promotional activities</b></p> <ul style="list-style-type: none"> <li>➤ Admissions to UG and PG programs in the Academic year 2019-20 have been reviewed.</li> <li>➤ Promotional activities targeting plus two students and Polytechnic students should be done to improve the admissions the admissions in the next academic year.</li> </ul>	Continuous	Principal	
8.	<p><b>Placement and Training activities</b></p> <p><b>a) Placement</b></p> <p>Placement officer informed that many Core and IT company Placement drives were scheduled from January 2019.</p> <p><b>b) Student placement training activities</b></p> <p>Placement officer has presented the various training activities conducted in online mode for III &amp; IV year B.E students</p>	Continuous	Placement Officer	
9.	<p><b>Outreach, Extension activities and Alumni activities</b></p> <p>The members reviewed the Outreach, Extension activities and Alumni activities and suggested to conduct more number of programs in the academic year.</p>	Continuous	All HODs & Coordinators	
10.	<p><b>Faculty Development programs, workshops and conferences</b></p> <p>Faculty Development programs, workshops and conferences conducted were presented and discussed.</p>	Continuous	All HODs	
11.	<p><b>Industrial visit, In-plant training and Internship, Industry Institution Interaction and MOUs</b></p> <p>Students participation in Industrial visit, in-plant training, and Internship have been discussed.</p>	Continuous	All HODs & Placement Officer	



Coordinator IQAC  
Dr.K. Senthilkumar



Principal 23  
Adithya Institute of Technology  
Coimbatore 641107



Chairperson - IQAC  
Dr.S.Muthu



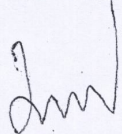
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

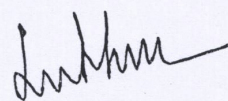
**ACTION TAKEN REPORT 05.04.2019**

The following action has been taken for the IQAC meeting conducted on 15/02/2019 on Online Mode

Points Discussed	Action Taken
Review of Students Placement	It is decided to taken regular placement classes
Review of Students Higher studies	Motivated the fast learners to take up higher studies.
Faculty Development Program	One FDP was completed by all departments and one more FDP will be planned for current academic year on or before May 2019.
Submission of Application to Anna University for continuation of affiliation for AY 2019-20 will be submitted in January /February 2019	Related work was completed.
Industrial visits	Atleast two Industrial Visits was completed by each department.



Coordinator – IQAC  
 Dr.K. Senthilkumar



Principal & Chairperson – IQAC  
 Dr.S.Muthu

*D. Somasudhan*  
**Principal**  
**Adithya Institute of Technology**  
 Coimbatore- 641107



**Principal**  
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