



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

Academic Year	Date of the Meeting Conducted	Page Number
2020 - 21	15/07/2020	2
	07/10/2020	8
	27/01/2021	15
	21/04/2021	22

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



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**AIIT/QAC/2020-21/Meeting -01**

**Date: 04.07.2020**

**Circular for IQAC Meeting**

First Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2020 – 21 is scheduled on 15.07.2020. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/AY	01/2020-21	Date & Time	15-07-2020 & 11am
Venue		Online Mode	
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 iii). Submission of ARIIA		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Admission in UG and PG programme in the AY 2020-21		
7.	<b>Review of University results and Graduation Rate</b> i). University results in AY 2019-20 Even Semester ii). Graduation rate in UG and PG programs in AY 2019-20		
8.	Review of Students training activities		
9.	Review of Students Placement and Higher studies		



*D. Suman*<sup>2</sup>  
Principal  
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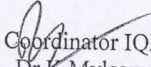
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Principal  
Adithya Institute of Technology  
Coimbatore- 641107

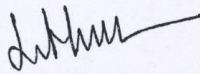


# Adithya Institute of Technology

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10.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2019-20 ii). Submission of Application for ARIIA
11.	Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training
12.	Faculty Development Programs
13.	Outreach – NSS, YRC and Extension activities
14.	Any other matters

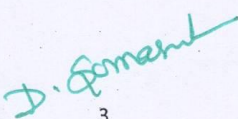
  
Coordinator IQAC  
Dr.K.Mylsamy

  
Chairperson – IQAC  
Dr.S.Muthu

Copy To:

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



  
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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 15.07.2020 for the AY 2020-21

Name of the Meeting: IQAC Meeting	Ref. No. : MEET/ IQAC/2020-21			
Venue: Online	Date: 15 - 07 - 2020			
Members Present: Dr.S.Muthu, Mr.D.Pandian, Mr.B.Subhashini, Dr.P.Magudeaswaran, Dr.P.Venkateswari, Dr.K.G.Parthiban, Mr.S.Muthukumar, Dr.N.A.Vasanthi, Dr.H.Kalaiyarasi, Dr.M.Natarajan, Dr.P.Selvam, Ms.R.D.Priyanka, Mr.P.Prasanth, Mr.P. M. Akash Murali, Dr.K.Mylsamy, Mr.S.Praveenkumar, Mr.Infant Jerald, Dr S.Vijayarangan				
S. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 10-03-2020 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 2021 iv). Application to AICTE for continuation of Approval for AY 2021-22 will be submitted as per the intimation from AICTE. v). Submission of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021 .	As per the circular from various bodies	Principal office	



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*[Signature]*  
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4.	<p><b>Meetings of Statutory and Non-Statutory committees</b> Meetings of Statutory and non-statutory committees will be conducted as per the given procedures. It is planned to conduct Governing Council meeting in December 2020.</p>	Continuous	Convenor of Various Committees	
5.	<p><b>IQAC Programs and initiatives</b> <b>AQAR submission</b> IQAC coordinator presented the AQAR of AY 2020-21 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested. <b>Academic and Administrative Audit</b> Academic and Administrative Audit was conducted</p>		IQAC Coordinator	
6.	<p><b>Placement and Training activities</b> <b>a) Placement</b> Placement officer informed that many Core and IT company Placement drives were scheduled from January 2021. <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	
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	



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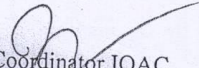
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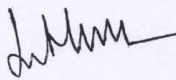



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8.	Faculty Development programs, workshops and conferences Faculty Development programs, workshops and conferences conducted were presented and discussed.	Continuous	All HODs	
9.	Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training Members approved the Certificate courses, Skill Development Training of Value added Course and Vocational Education Training proposed for the AY 2020-21.	Continuous	All HODs	
10.	Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs. ➤ HoDs have to identify industries and sign MOUs in the areas of emerging technologies. ➤ The departments have to plan Industrial visits, inplant training and internship for the students with the assistance of Placement Officer.	Continuous	All HODs & Placement Officer	

  
Coordinator IQAC  
Dr.K.Mylsamy

  
Chairperson - IQAC  
Dr.S.Muthu

  
INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Coimbatore- 641107.



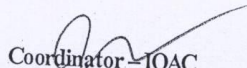
Principal  
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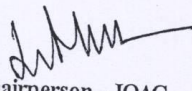


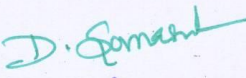
### ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 10/03/2020 on Board Room

Points Discussed	Action Taken
Academic and Administrative Audit	07.04.2020
AU Web Portal Entry	Immediate effect
Syllabus completion	Take necessary action to complete before March end.
Daily Attendance	Immediate effect
Industrial visits	Atleast one visit is to be completed by each department.
NSS	10.02.20 – Corona awareness program
Faculty development programme	Two FDPs were conducted during this current academic year by each Department.

  
Coordinator – IQAC  
Dr.K.Mylsamy

  
Principal & Chairperson – IQAC  
Dr.S.Muthu

  
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

AIT/IQAC/2020-21/Meeting - 02

Date: 05.10.2020

Circular for IQAC Meeting

Second Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2020 – 21 is scheduled to be held on 07.10.2020. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/AY	02 / 2020 - 21	Date & Time	07-10-2020 & 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 iii). Submission of ARIIA		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Admission in UG and PG programme in the AY 2020-21 and Graduation rate		
7.	Review of University results		
8.	Review of Students training activities		
9.	Review of Students Placement and Higher studies		
10.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2019-20 ii). Submission of Application for ARIIA		



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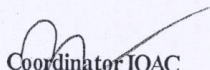


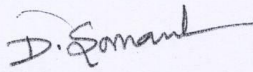


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11.	Review of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training
12.	Faculty Development Programs
13.	Outreach – NSS, YRC and Extension activities
14.	Any other matters

  
Coordinator IQAC  
Dr.K.Mylsamy

  
Chairperson – IQAC  
Dr. D.Somasundareswari

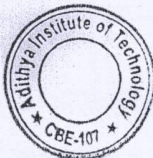
To:

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

  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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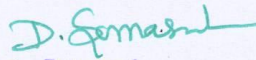
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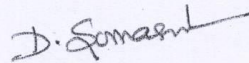
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of IQAC Meeting conducted on 07.10.2020 for the AY 2020-21

Name of the Meeting: IQAC Meeting		Ref. No. : MEET - 2/ IQAC/2020-21		
Venue: Board Room		Date: 07.10.2020		
Members Present: Dr. D.Somasundareswari, Mr.D.Pandian, Mr.B.Subhashini, Dr.P.Magudeaswaran, Dr.P.Venkateswari, Dr.K.G.Parthiban, Mr.S.Muthukumar, Dr.N.A.Vasanthi, Dr.H.Kalaiyarasi, Dr.M.Natarajan, Dr.P.Selvam, Ms.R.D.Priyanka, Mr.P.Prasanth, Mr.P M Akash Murali, Dr.K.Mylsamy, Mr.D.Saravanakumar, Mr.Infant Jerald, Mr.S.Praveenkumar, Dr.ChitraManohar				
Sl. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	<b>Approval of Minutes of the previous IOAC Meetings</b> The minutes of IQAC meeting date 15.07.2020 was presented and approved.	-	-	
2.	<b>Action Taken on the Minutes of the previous IQAC meeting</b> Action taken report on the minutes of previous IQAC meeting was presented by the IQAC Coordinator and approved by the members.	-	-	
3.	<b>Mandatory compliance related to Regulatory bodies</b> i). Mandatory discloser was submitted to AICTE as per norms and uploaded in the college website. ii). Submission of MHRD AISHE survey participation will be submitted before February 2021. iii) Submission of ARIIA before March 2021 iv). Submission of application to AICTE for continuation of Approval for AY 2021-22 will be submitted as per the intimation from AICTE. v). Submission of application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021 .	As per the circular from various bodies	Principal office	

  
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4.	<b>Meetings of Statutory and Non-Statutory committees</b> Meetings of Statutory and non-statutory committees will be conducted as per the given procedures.	Continuous	Convenors of Various Committees
5.	<b>IQAC Programs and initiatives</b> <b>AQAR submission</b> IQAC coordinator presented the AQAR of AY 2020-21 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested. <b>Academic and Administrative Audit</b> Academic and Administrative Audit was conducted		IQAC Coordinator
6.	<b>Review of University results</b> <ul style="list-style-type: none"> <li>&gt; University results for the Academic year 2019-20 even semesters have been reviewed and discussed.</li> <li>&gt; Slow learners should be given special attention to perform well in the University examinations.</li> </ul> <b>Graduation Rate</b> Graduation rate of UG and PG programs for the Academic year 2019 - 20 has been reviewed in the meeting. The graduation rate is to be enhanced by conducting coaching classes for the slow learners.	Continuous	Principal & HoDs
7.	<b>Admission and Promotional activities</b> <ul style="list-style-type: none"> <li>&gt; Admissions to UG and PG programs in the Academic year 2020-21 have been reviewed.</li> <li>&gt; 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



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8.	<p><b>Placement and Training activities</b>  <b>a) Placement</b></p> <p>Placement officer informed that many Core and IT company Placement drives were scheduled from January 2021.</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>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>			
11.	<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	

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*D. Somashekhar*  
 Principal  
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	<p>Review of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training</p> <p>12. 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	
	<p>Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs</p> <p>13. Students participation in Industrial visit, in-plant training, and Internship have been discussed.</p>	Continuous	All HODs & Placement Officer	

*[Signature]*  
 Coordinator IQAC  
 Dr.K.Mylsamy

*[Signature]*  
 Chairperson – IQAC  
 Dr. D.Somasundareswari

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



Principal  
 Adithya Institute of Technology  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**ACTION TAKEN REPORT**

The following action has been taken for the IQAC meeting conducted on 15/07/2020 on Online Mode

Points Discussed	Action Taken
Review of Students Placement	It is decided to taken placement classes
Review of Students Higher studies	Motivated the fast learners to take up higher studies.
Skill Development Training	It is decided to give training for second, third and final year students.
Action Plan	All the departments has been prepared and submitted 1. Lesson plan 2. Course Materials 3. Placement schedule
Faculty Development Program	Teacher's day celebration was done on 05.10.2020.
Submission of ARIIA	18.08.2020
Submission of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021	Related work was going on.
Industrial visits	Planned to visit after opening of regular classes
NSS	It is planned for Blood donation after the commencement of regular classes.
AQAR	Planned to submit in the month of October

*[Signature]*  
Coordinator - IQAC  
Dr.K.Mylsamy

*[Signature]*  
Principal<sup>14</sup>  
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*[Signature]*  
Principal & Chairperson - IQAC  
Dr. D.Somasundareswari



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

AIT/IQAC/2020-21/Meeting - 03

Date: 25.01.2021

**Circular for IQAC Meeting**

Third Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2020 – 21 is scheduled on 27-01-2021. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/AY	03 / 2020 - 21	Date & Time	27-01-2021 & 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 MHRD AISHE Survey participation ii). Submission of ARIIA iii). Submission of application to AICTE for continuation of Approval for AY 2021-22 iv). Submission of application to Anna University for continuation of affiliation for AY 2021-22		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Admission in UG and PG programme in the AY 2020-21		
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 2019-20 ii). Submission of Application for ARIIA		

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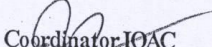


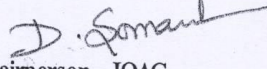
*D. Somasundaram*  
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Principal  
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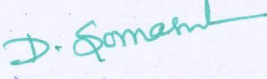
10.	Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training
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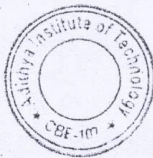
  
Coordinator IQAC  
Dr.K.Mylsamy

  
Chairperson – IQAC  
Dr. D.Somasundareswari

To:

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

  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Minutes of IQAC Meeting conducted on 27.01.2021 for the AY 2020-21

<b>Name of the Meeting:</b> IQAC Meeting		<b>Ref. No. :</b> MEET - 3 / IQAC / 2020 - 21		
<b>Venue:</b> Board Room		<b>Date :</b> 27 - 01 - 2021		
<b>Members Present:</b> Dr. D.Somasundareswari, Mr.D.Pandian, Mr.B.Subhashini, Dr.P.Magudeaswaran, Dr.P.Venkateswari, Dr.A.Sridevi, Mr.S.Muthukumar, Dr.N.A.Vasanthi, Dr.N.Sundarapandiyam, Dr.M.Natarajan, Dr.P.Selvam, Ms.R.D.Priyanka, Mr.P.Prasanth, Mr.P M Akash Murali, Dr.K.Mylsamy Mr.D.Saravanakumar, Mr.Infant Jerald, Mr.S.Praveenkumar, Dr.ChitraManohar				
Sl. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 07.10.2020 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 2021 iv). Application to AICTE for continuation of Approval for AY 2021-22 will be submitted as per the intimation from AICTE. v).Submission of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021 .	As per the circular from various bodies	Principal office	



*D. Somasundareswari*<sup>17</sup>  
Principal  
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Principal  
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Coimbatore- 641107



4.	<p><b>Meetings of Statutory and Non-Statutory committees</b></p> <p>Meetings of other Statutory and non-statutory committees are conducted periodically as per the norms.</p> <p>Meetings of Governing council were held on 19.12.2020 (Saturday) at 11:00am in the Conference Hall and the suggestion given by the council were discussed. IQAC coordinator and Principal will implement those suggestions.</p>	Continuous	Convenors of Various Committees	
5.	<p><b>IQAC Programs and initiatives</b></p> <p><b>AQAR submission</b></p> <p>IQAC coordinator presented the AQAR of AY 2020-21 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>10 Companies have visited AIT so far and 120 students have been selected. Placement officer informed that more IT and Core companies will be visited for forthcoming months.</p> <p><b>b) Student placement training activities</b></p> <p>Placement officer presented the various training activities to the students such as Aptitude training, Soft skill training and company specific training.</p>	Continuous	Placement Officer	



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

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



7.	<b>Outreach. Extension activities and Alumni activities</b> The members reviewed the Outreach. Extension activities and Alumni activities and suggested to conduct more number of programs in the academic year.	Continuous	All HODs & Coordinators	
8.	<b>Faculty Development programs. workshops and conferences</b> Faculty Development programs, workshops and conferences conducted were presented and discussed.	Continuous	All HODs	
9.	<b>Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training</b> Members approved the Certificate courses, Skill Development Training of Value added Course and Vocational Education Training proposed for the AY 2020-21.	Continuous	All HODs	
10.	<b>Industrial visit. In-plant training and Internship. Industry Institution Interaction and MOUs.</b> ➤ Most of the department students have visited industry for Industrial visits regularly. ➤ Placement officer has arranged internships for students frequently.	Continuous	All HODs & Placement Officer	

*D. Soman*

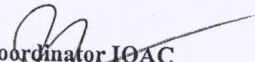
Principal

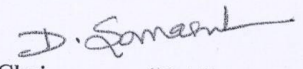
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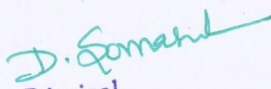
*D. Soman*



11.	<b>Alumni Meet</b> More alumni interaction has been done by different departments. The alumni have created awareness about the current industry situation and emerging technologies.	Continuous	Principal & HODs	
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Coordinator IQAC  
Dr.K.Mylsamy

  
Chairperson – IQAC  
Dr. D.Somasundareswari  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

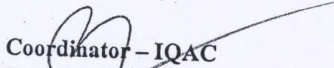



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

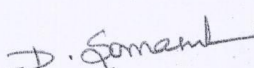
**ACTION TAKEN REPORT**

The following action has been taken for the IQAC meeting conducted on 07/10/2020 on Board Room

Points Discussed	Action Taken
IQAC Annual Presentation	19.12.2020
Skill Development Programme for students	Completed within first two weeks of academic class starts
Learning Management System	All the five units were completed before the commencement of classes.
Online Class	The role has been assigned to Tutor and Class advisors to monitor the students involvement in online classes
Covid '19 preventive measures	On behalf of management department wise faculty & student coordinators were assigned as per government instruction.
Academic and Administrative Audit	16.12.2021
Faculty Development Program	FDP of title "Innovative Teaching and Learning Practices" was conducted as per plan on 07.11.2020 through online mode.
Submission of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021	Related work was going on.
Industrial visits	Planned to visit after opening of regular classes

  
Coordinator - IQAC  
Dr.K.Mylsamy

  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

  
Principal & Chairperson - IQAC  
Dr. D.Somasundareswari  
Principal  
Adithya Institute of Technology  
Coimbatore 641107



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

AIT/IQAC/2020-21/Meeting - 04

Date: 19.04.2021

Circular for IQAC Meeting

Fourth Internal Quality Assurance Cell (IQAC) Meeting for the Academic Year 2020 – 21 is scheduled on 21.04.2021. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is given below:

Meeting No/AY	04 / 2020-21	Date & Time	21-04-2021 & 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 iii). Submission of ARIIA		
4.	Meeting of Statutory and non-Statutory Committees		
5.	Academic and Administrative Audit		
6.	Admission in UG and PG programme in the AY 2020-21		
7.	<b>Review of University results and Graduation Rate</b> i). University results in AY 2019-20 Even Semester ii). Graduation rate in UG and PG programs in AY 2019-20		
8.	Review of University results		
9.	Review of Students training activities		
10.	Review of Students Placement and Higher studies		

*D. Somasudhakar*  
Principal

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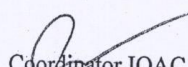
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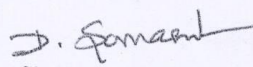
*D. Somasudhakar*  
Principal

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Coimbatore- 641107



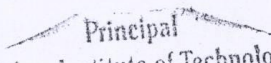
11.	<b>IQAC - Programs and Initiatives</b> i). AQAR submission for the AY 2019-20 ii). Submission of Application for ARIIA
12.	Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training
13.	Faculty Development Programs
14.	Outreach – NSS, YRC and Extension activities
15.	Any other matters

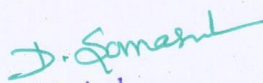
  
Coordinator IQAC  
Dr.K.Mysamy

  
Chairperson – IQAC  
Dr. D.Somasundareswari

To:

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

  
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 21.04.2021 for the AY 2020-21

Name of the Meeting : IQAC Meeting		Ref. No. : MEET/ IQAC/2020-21		
Venue : Board Room		Date : 21-04-2021		
Members Present: Dr. D.Somasundareswari, Mr.D.Pandian, Mr.B.Subhashini, Dr.P.Magudeaswaran, Dr.P.Venkateswari, Dr.A.Sridevi, Mr.S.Muthukumar, Dr.N.A.Vasanthi, Dr.N.Sundarapandiyam, Dr.M.Natarajan, Dr.P.Selvam, Mr.P.Prasanth, Mr.P M Akash Murali, Dr.K.Mylsamy, Dr.ChitraManohar, Mr.S.Praveenkumar, Mr.Infant Jerald, Mr.D.Saravanakumar				
S. No.	Points Discussed	Target Date	Responsibility	Remarks
1.	Approval of Minutes of the previous IOAC Meetings The minutes of IQAC meeting date 27-01-2021 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 2021 iv). Submitted of application to AICTE for continuation of Approval for AY 2021-22 will be submitted as per the intimation from AICTE. v).Submitted of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021 .	As per the circular from various bodies	Principal office	

*D. Somasundareswari*  
Principal

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*D. Somasundareswari*

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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.	<b>IOAC Programs and initiatives</b> AOAR submission IQAC coordinator presented the AQAR of AY 2020-21 and the members reviewed the various activities conducted under all the 7 criteria. Corrections were suggested. <b>Academic and Administrative Audit</b> Academic and Administrative Audit was conducted		IQAC Coordinator	
6.	<b>Placement and Training activities</b> a) Placement Placement officer informed that many Core and IT company Placement drives were scheduled from January 2021. b) Student placement training activities Placement officer has presented the various training activities conducted in online mode for III & IV year B.E students	Continuous	Placement Officer	
7.	<b>Outreach. Extension activities and Alumni activities</b> The members reviewed the Outreach. Extension activities and Alumni activities and suggested to conduct more number of programs in the academic year.	Continuous	All HODs & Coordinators	

*D. Somasul*  
Principal

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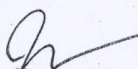


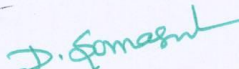
*D. Somasul*

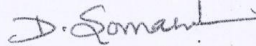
Principal  
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Coimbatore- 641107



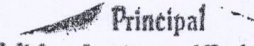
8.	<b>Review of University results</b> ➤ University results for the Academic year 2020-21 odd semesters have been reviewed and discussed. ➤ Slow learners should be given special attention to perform well in the University examinations.	Continuous	Principal & HoDs	
9.	<b>Faculty Development programs, workshops and conferences</b> Faculty Development programs, workshops and conferences conducted were presented and discussed.	Continuous	All HODs	
10.	<b>Approval of Certificate Course, Skill Development Training of Value added Course and Vocational Education Training</b> Members approved the Certificate courses, Skill Development Training of Value added Course and Vocational Education Training proposed for the AY 2020-21.	Continuous	All HODs	
11.	<b>Industrial visit, In-plant training and Internship, Industry Institution Interaction and MOUs.</b>	Continuous	All HODs & Placement Officer	
12.	<b>Alumni Meet</b> More alumni interaction has been done by different departments. The alumni have created awareness about the current industry situation and emerging technologies.	Continuous	Principal & HODs	

  
Coordinator IQAC  
Dr.K.Mylsamy

  
Principal  
Adithya Institute of Technology  
Coimbatore- 641107

  
Chairperson – IQAC  
Dr. D.Somasundareswari



  
Principal  
Adithya Institute of Technology  
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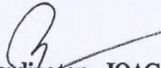


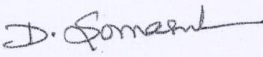
INTERNAL QUALITY ASSURANCE CELL (IQAC)


ACTION TAKEN REPORT

The following action has been taken for the IQAC meeting conducted on 27/01/2021 on Board Room

Points Discussed	Action Taken
Skill Development Programme for students	Decide to complete before 1st week of February 2021
Learning Management System	All the departments has been prepared and submitted the following for even semester 1. Lesson plan 2. Course Materials 3. Placement schedule
Online & Offline Class	The role has been assigned to Tutor and Class advisors to monitor the students involvement in online classes
Covid '19 preventive measures	On behalf of management department wise faculty & student coordinators were assigned.
Review of Students Placement	Conduct meeting with placement cell at a span of 15 days each.
Review of Students Higher studies	Conduct meeting with fast learning final year students at a span of 15 days each.
Submission of Application to Anna University for continuation of affiliation for AY 2021-22 will be submitted in January /February 2021	Related work was going on.
Industrial visits	Planned to visit after opening of regular classes
NSS	Tribal welfare activity was done on 02.12.2020

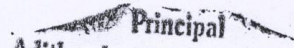
  
Coordinator - IQAC  
Dr. K. Mylsamy

  
Principal & Chairperson - IQAC  
Dr. D. Somasundareswari

  
Principal

Adithya Institute of Technology  
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Principal  
Adithya Institute of Technology  
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