Karunya INSTITUTE OF TECHNOLOGY AND SCIENCES

(Declared as Deemed to be University under Sec.3 of the UGC Act, 1956)
A CHRISTIAN MINORITY RESIDENTIAL INSTITUTION
NAAC Accredited

Karunya Nagar, Coimbatore 641 114

INTERNAL QUALITY ASSURANCE CELL

KITS/IQAC/Meet/4536/2018   Date: May 24, 2018

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Minutes of the 13th IQAC Meeting held on 24th May 2018 at 10.30 a.m. in the Vice Chancellor's Conference Hall

Members Present

1. Dr. E.J. James, Officiating Vice Chancellor – Chairperson
2. Dr. Ridling Margaret Waller – Pro-Vice Chancellor
3. Dr. R. Elijah Blessing – Registrar
4. Dr. A. Hepsibah Christinal – Controller of Examinations
5. Dr. M.J. Xavier – Karunya University Business School
6. Dr. C. Joseph Kennady, Dean – Arts and Sciences
7. Dr. G. Prince Arul Raj – Engineering
8. Dr. L.S.Jeyagopal - Managing Director, Mithran Structures, Coimbatore
9. Dr. S. Devaraj Arumainayagam, Associate Professor-Statistics, Government Arts College, Coimbatore
10. Mr. P.Jeyasingh - Chief Operating Officer, Jasmin Infotech, Chennai
11. Mrs. P. Sweety Jose – Assistant Professor, EEE, PSG College of Technology, Coimbatore
12. Dr. T.V. Christy – Mechanical Engineering
13. Dr. Kumudha Raimond – Professor, Computer Sciences Technology
14. Dr. D. Jude Hemanth – Associate Professor, Electronics and Communication Engineering
15. Dr. S. Kavitha – Biosciences and Technology
16. Ms. Achsah Phebe Chrysolin– III Mech (UR15ME147)
17. Ms. Rini P. Chacko II M.Tech. (PR16CE1003)
18. Dr. S. Immanuel Alex Pandian– CBCS Coordinator
19. Dr. Annie Gibson - Medical officer, Rural Community Hospital, Coimbatore
20. Dr. D. Sujitha Juliet – Computer Sciences Technology
21. Dr. D. Tensing – Head – IQAC

Sl.No	Minutes	Action to be taken by
1	The meeting started with an Opening Prayer by Dr. T. V. Christy	FIO*
2	Dr. Ridling Margaret Waller, Pro-Vice Chancellor welcomed all the external and internal members of the IQAC for the meeting.	FIO
3	**Opening Remarks by the Pro Vice-Chancellor** The Pro Vice-Chancellor in her opening remarks thanked the external and internal members of the IQAC. She highlighted the important observations made by the UGC/AICTE Expert committee that visited our Institution in the month of November2017. While expressing her satisfaction on the AICTE approval granted to all the Engineering courses in the month of March, she also applauded the work done by all the members of IQAC in this regard. She reiterated that the goal of IQAC is to contribute for the overall development of	FIO

*FIO – for information only

	the Institution, Faculty and Students alike.	
4	**Activities of IQAC during October 2017 - May 2018**	
	• UGC / AICTE Expert Committee Visit	
	a) IQAC prepared the UGC/AICTE report of KITS and coordinated the visit during the period of 9-11 November 2017. b) 9 Member Team (Combined) unanimously recommended for continuation of Deemed to be University status to KITS for next 5 years.	FIO
	• NIRF 2018 Ranking	
	a) Played a key role in the NIRF 2018 ranking by compiling and uploading the data in adherence to the timelines of NIRF. b) KITS Secured 72nd position in the Engineering domain out of 860 Engineering Institutions and 89th in the University domain.	FIO
	• NBA Accreditations	

	a) Compliance report for B. Tech Civil and Mechanical Engineering will be submitted for the next cycle of accreditation.
	    b) Pre-qualifiers for B.Tech EEE, ECE, CST and Bio Tech are submitted and awaiting approval.
	    c) SAR in progress.
		FIO

	• An 'Online Student Feedback Survey' on Faculty performance was conducted as part of faculty appraisal and accreditation purposes. • Annual Report for the academic year 2016-17 was prepared and submitted to UGC.	FIO
	• Academic Course File Audit for Odd Semester, 2017-18	

	a) Internal Course File Audit was conducted by IQAC with a team of experts.
	    b) Based on the suggestions given by the Internal Auditors, corrections were made in the course files.
	    c) External Course File Audit was conducted in the month of March, 2018, appreciation and comments of the auditors were noted.
	• Faculty Development Programs were organized by IQAC and KCDC on the following topics
	    a) Question paper setting
	    b) Teaching and Learning
	    c) Research paper writing
	    d) Research proposal writing
	    e) IPR & Patent
	    f) Mentoring the mentors
		FIO

	*QS Star Rating –Report was submitted on 30th April 2018	
5	Report on UGC/AICTE Expert committee visit The Pro Vice chancellor gave a brief review of the comments made by	FIO

UGC/AICTE committee members.
• The following suggestions were given by UGC
 	
   a) To reduce total Credits for UG and PG Programs in-order to enable students to learn beyond the Class Room.
   b) To focus on Admission to PG Programs.
   c) To improve institution's h-index publications.
   d) To attract Faculty with Ph.D from reputed Institutions.
   e) To give fee concession for meritorious students at the time of admissions.
   f) To strengthen Examination process– Quality of Question papers to be improved.
   g) To improve placement skills
   h) To inculcate entrepreneurial skills, soft skills and technical skills.
 	
• The following suggestions were given by AICTE
 	
   a) To offer more optional / Elective subject to facilitate CBCS.
   b) To improve PG Enrolment.
   c) To review UG and PG Credits.
   d) To encourage UG Students to undertake Research.
   e) To have Patents and Quality Publications
   f) To secure externally funded projects.
   g) To procure consultancy assignments.
   h) To get all Programs to be accredited.
   i) To improve the Quality of Question Papers.
   j) To improve Placements.
 	
The Pro Vice chancellor highlighted the follow up actions taken by the university in view of the comments by UGC/AICTE:
 	
   a) The total number of credits in UG programs is reduced to 160 and for PG programs it came down to 68.
   b) The need to increase PG admission input was discussed.
   c) The focus on Scopus have now been broadened and decided to include h index as a criterion for quality publications.
   d) Higher secondary meritorious students will be offered a scholarship amount up to 1.20 Lakh INR per year.
   e) External question paper audit is conducted.
   f) External evaluation for randomly selected subjects will be conducted from the forthcoming academic year.
   g) In order to improve placements and entrepreneurial skills, new directors were appointed.
   h) The number of UG research will get a boost once the values of credit are brought down from the forthcoming academic year.
In order to avail research funding, experts will be hired so that a vetting process can be initiated before the final submission of grant proposal.
	FIO
	
	FIO

6	**Targets and Deliverable to Faculty**	IQAC

Targets and Deliverable to Faculty

Director, QAA presented the following targets set by the Management for faculty members from the next academic year.

- A minimum of two publications in Scopus by December 2018
- One funded project Proposal in Process before December 2018 for all the Professors and Associate Professors
- One collaboration with either industry or foreign Universities for joint Research purposes

Performance Indicators for Faculty Appraisal

The faculty appraisal will depend upon the following revised parameters.

- Course file audit score
- Publications
- Funded projects
- Consultancy
- Patents
- Collaboration
- Pass Percentage and number of students taught
- Mentoring
- Student online feedback score
- Placement support
- Notable Services

The IQAC External members were requested to give their overall comments/suggestions for further improvement.

Administration
Deans / HoDs

The following comments were given:

Dr. L.S. Jayagopal, Managing Director, Mithran Structures, Coimbatore

Dr. L.S. Jayagopal stressed on the need to reduce the non-academic workload of the faculty members by automation so as to enable them to carry out their teaching and research works effectively. He also insisted on the need to incorporate the award of credits through recognized online courses apart from classroom learning. He emphasized that one question from the practical field to be included in every question paper. Faculty interaction with the industries need to be strengthened. Senior faculty members must get connected with the students from the first year onwards by handling fundamental courses.

Mr. P. Jeyasingh, Chief Operating Officer, Jasmin Infotech Pvt. Ltd., Chennai

Deans, IQAC, KCDC

Mr. P. Jeyasingh appreciated the improvements made by IQAC on brand imaging. He stated that the true aim of any university is to prepare employable students who will be job ready, fit into research works or progress through higher studies. He insisted on the need to focus on modern fields such as Artificial Intelligence, Machine learning, Data Analytics and IOT to prepare students for the future.

He also pointed out that the students must be able to select more interdisciplinary courses in alignment with foreign universities. He insisted on outsourcing clerical work so as to reduce non-academic workload of faculty members. He suggested to improve infrastructure for virtual classes and software tools for the students and staff. In order to increase the research

	funding, he advised to apply for the projects through CSR. To ensure quality and fairness in auditing of Course files, re-audit to be considered. Also, as suggested by him the outcome of KCDC training programmes to be reviewed after every six months.	IQAC, Deans, KCDC
	Dr. P. Sweety Jose, Asst. Professor, PSG College of Technology, CBE	
	Dr. P. Sweety Jose appreciated the efforts put by IQAC in organizing FDPs in association with KCDC. She suggested that the Best Student Project award is to be introduced so as to encourage students to move towards commercialization of those projects by patenting them. She mentioned GIAN based online courses for which credits may be extended to students. She also advised to conduct summer term programs for students and staff in order to make them familiar with industrial tools.	CoE
	Dr. S. Devaraj Arumainayagam, Associate Professor-Statistics, Government Arts College, Coimbatore	
	Dr. Devaraj suggested that the question papers have to be audited internally before being sent for external evaluation in order to maintain quality.	Deans
	Dr. Annie Gibson - Medical officer, Rural Community Hospital, Coimbatore	
	Dr. Annie mentioned the need to offer skill based learning to the students so as to prepare them better for employment and reduce the need of on job trainings.	
7	The meeting ended with the Vote of thanks by Dr. M.J. Xavier	

Director – QAA

Copy to: The Vice-Chancellor – for kind information
The Pro-Vice Chancellors – for kind information
The Director (E&T) – for kind information
HoDs
File

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Karunya Nagar, Coimbatore - 641114

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report on the minutes of 13th IQAC Meeting held on 24th May 2018

S. No.	Item Discussed	Action taken
1.	NBA Accreditations Compliance report for B. Tech Civil and Mechanical Engineering will be submitted for the next cycle of accreditation. a) Pre-qualifiers for B.Tech EEE, ECE, CST and Bio Tech are submitted and awaiting approval. b) SAR in progress.	Submitted
2.	**Targets and Deliverable to Faculty** Targets set by the Management for faculty members from the next academic semester. • A minimum of two publications in Scopus by December 2018 • One funded project Proposal in Process before December 2018 for all the Professors and Associate Professors • One collaboration with either industry or foreign Universities for joint Research purposes	Implemented
3.	Dr. L.S. Jayagopal stressed on the need to reduce the non-academic workload of the faculty members by automation so as to enable them to carry out their teaching and research works effectively. He also insisted on the need to incorporate the award of credits through recognized online courses apart from classroom learning. He emphasized that one question from the practical field to be included in every question paper.	Automation is being done through Eduserve Team. The process of automation is in progress to minimize the nonacademic workload of faculty members. Being implemented Being implemented

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	Faculty interaction with the industries need to be strengthened.	In practice
	Senior faculty members must get connected with the students from the first year onwards by handling fundamental Courses.	Being implemented
4.	Mr. P. Jeyasingh insisted on the need to focus on modern fields such as Artificial Intelligence, Machine learning, Data Analytics and IOT to prepare students for the future.	It is being incorporated in the curriculum
	He also pointed out that the students must be able to select more interdisciplinary Courses in alignment with foreign universities.	The students can select free electives from other disciplines.
5.	Dr. P. Sweety suggested that the Best Student Project award is to be introduced so as to encourage students to move towards commercialization of those projects by patenting them. She mentioned GIAN based online courses for which credits may be extended to students. She also advised to conduct summer term programs for students and staff in order to make them familiar with Industrial tools.	Being implemented through the competitions conducted during Mindcraft technical events.
6.	Dr. Devaraj suggested that the question papers have to be audited internally before being sent for external evaluation in order to maintain quality.	It is being in practice
7.	Dr. Annie mentioned the need to offer skill based learning to the students so as to prepare them better for employment and reduce the need of on job trainings.	It is being in practice

Head – IQAC

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             The Director (E&T) – for kind information
             HoDs
             File