



**INTERNAL QUALITY ASSURANCE CELL**

KITS/IQAC/Meet/ 4658/2019

Date: October 11, 2019

**Minutes of the 13(A) IQAC Meeting held on 11<sup>th</sup> October 2019 at 10.30 a.m. in the Vice Chancellor's Conference Hall**

**Members Present**

1. Dr. S. Devaraj Arumainayagam, Associate Professor- Govt. Arts College, Coimbatore
2. Dr. P. Sweety Jose - EEE Dept., PSG College of Technology
3. Dr. L. S. Jeyagopal – Managing Director, Mithran Structures, Coimbatore
4. Dr. P. Mannar Jawhar, Vice Chancellor, Chairman
5. Dr. E.J. James – Pro Vice Chancellor (SO)
6. Dr. Ridling Margaret Waller - Pro-Vice Chancellor (QS)
7. Dr. R. Elijah Blessing - Registrar
8. Dr. A. John De Britto, Controller of Examinations
9. Dr. G. Prince Arul Raj – Dean, School of Engineering and Technology
10. Dr. C. Joseph Kennady – Dean, School of Sciences, Arts, Media and Management.
11. Dr. S. Jacob Kalaiselvan Annamalai, Dean, School of Agriculture and Biosciences
12. Dr. Sandeep Jain, Director – Incubation & Entrepreneurship
13. Dr. C. Samuel Joseph, Management Studies and Commerce
14. Dr. Kumudha Raimond – Computer Science and Engineering
15. Dr. D. Jude Hemanth – Electronics and Communication Engineering
16. Dr. R. Nanda Kumar – Chemistry
17. Dr. S. Kavitha – Biosciences and Technology
18. Dr. S. Immanuel Alex Pandian – Electronics and Communication Engineering
19. Miss. Jesintha E. (UR16EC156) B.Tech. IV Yr.
20. Miss. Jetty James (UR16ECE045) B.Tech. IV Yr
21. Miss. Sumantha Priestly (PRK18CS1005) M.Tech. II Yr
22. Mr. Febin R.Dan (PRK18BT1001) M.Tech. II Yr
23. Mr. R. Caleb Daniel, IQAC
24. Dr. S.Vincent Sam Jebadurai, IQAC Co-ordinator
25. Dr. D. Tensing – Director – QAA

Sl.No	Minutes	Action to be taken by
1	The meeting started with an Opening Prayer by Dr. Kumudha Raimond	FIO
2	Dr. D. Tensing, Director QAA welcomed all the External and Internal members of the IQAC for the meeting.	FIO

3	<p>Opening Remarks by the Vice-Chancellor</p> <p>The Vice-Chancellor welcomed the External and Internal Members of the IQAC. He highlighted the importance of Quality Assurance in our Institution and also expressed his gratitude towards QS Star Rating, NIRF and NBA accreditation attained during the previous year. He briefed on the importance of the meeting which is to standardize the quality of the institution through the comments raised from discussion during the meeting.</p>	FIO
4	<p><b>NIRF 2018 Ranking</b></p> <ol style="list-style-type: none"> <li>1. KITS is ranked 72<sup>nd</sup> in Engineering domain out of 957 Engineering Institutions</li> <li>2. Ranked 92<sup>nd</sup> in University domain</li> </ol>	FIO
5	<p><b>NBA Accreditations</b></p> <ol style="list-style-type: none"> <li>a) NBA Expert Committee visited KITS for the continuation of Accreditation for B.Tech - Civil and Mechanical Engineering Programs on 22.09.2018.</li> <li>b) NBA Expert Committee visited KITS for the Accreditation of B.Tech ECE, CSE and Biotechnology Programs during 5<sup>th</sup> to 7<sup>th</sup> April 2019.</li> <li>c) B.Tech Civil and Mechanical Engineering –Extension of Accreditation for 3 years (July 2018 to June 2021)</li> <li>d) B.Tech ECE, CST and Biotech. Accredited for 3 years (July 2019 to June 2022)</li> </ol>	FIO
6	<p><b>NBA Accreditation Plans</b> <b>Programs for which NBA Accreditation is in progress</b></p> <ol style="list-style-type: none"> <li>1. B.Tech Aerospace Engineering</li> <li>2. B.Tech Food Processing Engineering</li> <li>3. M.Tech Biotechnology</li> <li>4. M.Tech Computer Science and Engineering</li> <li>5. M.Tech Structural Engineering</li> <li>6. MBA</li> </ol>	FIO
7	<p><b>NAAC - AQAR 2017-18 &amp; 2018-19</b></p> <ol style="list-style-type: none"> <li>1. NAAC has implemented online submission of AQAR from 2017-18 onwards.</li> <li>2. AQAR as per their new format is almost ready for submission. Upon approval, it will be submitted during the third week of October 2019.</li> <li>3. AQAR 2018-19 has to be submitted only through online. KITS will submit the same within a month.</li> </ol>	FIO
8	<p><b>Digital submission of Course Files</b></p> <ol style="list-style-type: none"> <li>1. From the Even semester of the Academic year 2018-19, the Course Files documents were obtained from the faculty members in the form of PDF and being sent to External Experts for Evaluation.</li> <li>2. This will be integrated with the KITS automation system, 'Eduserve' in this academic year 2019-20</li> </ol>	FIO

9	<p><b>‘Online Student Feedback Survey’ on Faculty performance</b></p> <ol style="list-style-type: none"> <li>1. Online students feedback survey on teaching was conducted for both the Odd and Even Semester of the academic year 2018-19</li> <li>2. The feedback were analysed and trainings were given to the faculty in “Teaching and Learning Practices”</li> </ol>	FIO
10	<p><b>Annual Report 2017-18</b></p> <ol style="list-style-type: none"> <li>1. Annual Report for the Academic Year 2017-18 was prepared and submitted to UGC</li> <li>2. Preparation of Annual Report for the Academic year 2018-19 is in progress</li> </ol>	FIO
11	<p><b>NAAC</b></p> <ol style="list-style-type: none"> <li>1. Existing Accreditation is from 25, May 2016 to 24, May 2021</li> <li>2. Need to apply before 6 months of validity. Hence we need to apply before 24, November 2020</li> <li>3. To submit Institutional Information for Quality Assessment (IIQA) during 3rd week of October 2020</li> <li>4. To submit NAAC SSR before 24, November 2020</li> </ol>	FIO & IQAC
12	<p><b>Training Programmes by Karunya Competency Development Centre (KCDC)</b></p> <p>Based on the analysis of feedback from students, training programmes were organized by KCDC on teaching, Learning and Evaluation. Moreover, based on the requirement of Ranking and Accreditation Agencies, training on various parameters were arranged for the faculty members during the summer.</p>	FIO
13	<p><b>Targets for Departments</b></p> <ol style="list-style-type: none"> <li>1. Publication in Scopus - 2 per faculty</li> <li>2. Publication in Web of Science journals - 1 per faculty</li> <li>3. Patents - 2</li> <li>4. Sponsored Projects - 3 lakhs per faculty</li> <li>5. Consultancy - 1 lakh per faculty</li> <li>6. Placements &amp; Entrepreneurship - 100%</li> <li>7. Higher Studies - 10%</li> <li>8. No. of Faculty with Ph.D. - 100%</li> <li>9. Admissions (including lateral entry students - 100%</li> </ol>	FIO
14	<p><b>QS I Gauge Rating</b></p> <p>KITS is participating in the QS I Gauge Rating which is an Indian Rating system by QS International Ranking in order to prepare the University for participating in the QS Indian Ranking and subsequently QS International Ranking.</p> <p>Data for participating in QS I Gauge Rating (Indian Rating system by QS International Ranking) was submitted on 22<sup>nd</sup> July 2019 and evaluation of the data by QS I Gauge is in progress. It was informed that the results are expected to be published before end of October 2019.</p>	FIO

15	<p>The IQAC External members were requested to give their overall comments/suggestions for further improvement.</p> <p>The following comments were given:</p> <p><b>Dr. L.S. Jayagopal, Managing Director, Mithran Structures, Coimbatore</b></p> <p>He emphasized the question pattern of UPSC standards and also suggested to have a separate pattern of evaluation. He commented on the variation in the Internal question and external question papersetting. He suggested that the question papers are to be set in such a way that one question at-least must be of the standard that could be answered only by the brilliant students in order to differentiate between the performances of the students.</p> <p>He also suggested that instead of repeating the same experiments in laboratories student can fabricate or can Innovate Lab experiments and they can use for the application and Lab experiment purpose.</p>	CoE
16	<p><b>Dr. P. Sweety Jose, Asst. Professor, PSG College of Technology, CBE</b></p> <p>Dr. P. Sweety Jose insisted that the department wise placement details need to be presented by IQAC in their presentations comparing the data with the previous academic years.</p> <p>She also wanted information on the number of participants in the GATE and other Government Exams and the number of students who cleared the exam to be presented.</p>	IQAC
17	<p><b>Dr. S. Devaraj Arumainayagam, Associate Professor-Statistics, Government Arts College, Coimbatore.</b></p> <p>He suggested that the internal question papers sets have to be compared with the External Question papers and ensured that both are of same standards.</p>	
18	Vote of thanks by Dr. Elijah Blessing, Registrar	FIO

 11/10/2019

**Director – QAA**

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Pro-Vice Chancellors  
Registrar  
Deans/HoDs  
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# Karunya Institute of Technology & Sciences

(Declared as Deemed to be university under Sec. 3 of the UGC Act, 1956)

Karunya Nagar, Coimbatore - 641114

## INTERNAL QUALITY ASSURANCE CELL

### Action Taken Report on the 13 (A) minutes of IQAC Meeting held on 11<sup>th</sup> October 2019

S. No.	Item Discussed	Action Taken
1.	<p><b>NAAC - AQAR 2017-18 &amp; 2018-19</b></p> <ol style="list-style-type: none"><li>1. NAAC has implemented online submission of AQAR from 2017-18 onwards.</li><li>2. AQAR as per their new format is almost ready for submission. Upon approval, it will be submitted during the third week of October 2019.</li></ol> <p>AQAR 2018-19 has to be submitted only through online. KITS will submit the same within a month.</p>	<p>AQAR 2017-18 submitted</p> <p>AQAR 2018-19 in progress</p>
2.	<p><b>Digital submission of Course Files</b></p> <ol style="list-style-type: none"><li>1. From the Even semester of the Academic year 2018-19, the Course Files documents were obtained from the faculty members in the form of PDF and being sent to External Experts for Evaluation.</li><li>2. This will be integrated with the KITS automation system, 'Eduserve' in this academic year 2019-20</li></ol>	<p>It is implemented</p>
3.	<p>Preparation of Annual Report for the Academic year 2018-19 is in progress</p>	<p>Annual report completed and submitted to UGC</p>
4.	<p><b>NAAC</b></p> <ol style="list-style-type: none"><li>1. Existing Accreditation is from 25, May 2016 to 24, May 2021</li><li>2. Need to apply before 6 months of validity. Hence we need to apply before 24, November 2020</li><li>3. To submit Institutional Information for Quality Assessment (IIQA) during 3rd week of October 2020</li><li>4. To submit NAAC SSR before 24, November 2020</li></ol>	<p>NAAC has extended the time of submission of IIQA and SSR due to Covid 19. The Institution will follow the timelines of NAAC</p>

5.	<b>Targets for Departments</b> <ol style="list-style-type: none"> <li>1. Publication in Scopus - 2 per faculty</li> <li>2. Publication in Web of Science journals - 1 per faculty</li> <li>3. Patents - 2</li> <li>4. Sponsored Projects - 3 lakhs per faculty</li> <li>5. Consultancy - 1 lakh per faculty</li> <li>6. Placements &amp; Entrepreneurship - 100%</li> <li>7. Higher Studies - 10%</li> <li>8. No. of Faculty with Ph.D. - 100%</li> <li>9. Admissions (including lateral entry students) 100%</li> </ol>	Targets given to the department. Each department was visited by the Pro Vice Chancellor and Director – Quality Assurance and Accreditations to explain
6.	<b>Dr. L.S. Jayagopal, Managing Director, Mithran Structures, Coimbatore</b> <p>He emphasized the question pattern of UPSC standards and also suggested to have a separate pattern of evaluation. He commented on the variation in the Internal question and external question paper-setting. He suggested that the question papers are to be set in such a way that one question at-least must be of the standard that could be answered only by the brilliant students in order to differentiate between the performances of the students.</p> <p>He also suggested that instead of repeating the same experiments in laboratories student can fabricate or can Innovate Lab experiments and they can use for the application and Lab experiment Purpose</p>	<p>Being in practice</p> <p>Being implemented in few laboratories to begin with.</p>
7.	Dr. P. Sweetly Jose insisted that the department wise placement details need to be presented by IQAC in their presentations comparing the data with the previous academic years.	It was presented in the next meeting
8.	Dr. S. Devaraj Arumainayagam suggested that the internal question papers sets have to be compared with the External Question papers and ensured that both are of same standards.	It is being implemented



**Director - QAA**

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The Deans / Directors  
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