

**RAMCO INSTITUTE OF TECHNOLOGY, RAJAPALAYAM**  
**Internal Quality Assurance Cell (IQAC)**  
**Third Cycle/AY2025-2026/02 IQAC meeting Agenda**

Venue: IQAC Board Room

Date: 03.12.2025, 03.00 PM

(Wednesday)

Agenda	Members to Present
<b>Confirmation of the Minutes of the Meeting AY 2025-2026/01</b> <ul style="list-style-type: none"><li>Review and approval of previous meeting minutes</li><li>Discussion on Action Taken Report (ATR)</li></ul>	Dr.V.Sivakumar, Prof./Mech. IQAC Coordinator
<b>Proposed Regulation in Autonomous Perspective</b>	Dr.A.Azhagu Jaisudhan Pazhani, ASP/ECE
<b>Review of Academic Performance</b> <ul style="list-style-type: none"><li>Result Analysis Nov./Dec. 2024 &amp; April/May 2025</li><li>Assessment reforms (R 2025)</li><li>Proposed Examination guidelines (Autonomous perspective)</li></ul>	Dr.A.Arun Kumar, ASP-I/EEE
<b>Progress in Outcome-Based Education (OBE), NAAC accreditation &amp; Action Plan for the Upcoming Semester</b>	Dr.V.Sivakumar, Prof./Mech. IQAC Coordinator

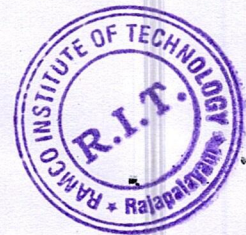
V. Sivakumar  
27/11/25  
IQAC Coordinator

[Signature]  
27/11/25  
Vice Principal

[IQAC Director]

[Signature]  
27/11/25  
Principal

[IQAC Chairperson]



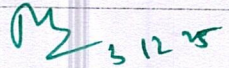
RAMCO INSTITUTE OF TECHNOLOGY

Third Cycle/ AY 2025 – 26/ 02 IQAC Meeting

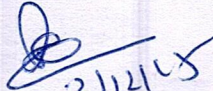
Attendance Sheet

Venue: IQAC Board Room

Date: 03.12.2025 (Wednesday)

Sl.No.	Name with Designation	Signature
1.	Dr. L. GANESAN	 3/12/25
2.	S. Rajkavunakumari, Prof/Mech	S. Rajkavunakumari 3/12/25
3.	Dr. V. SIVAKUMAR, Prof. / Mech. IQAC coordi	V. Sivadhamu 3.12.25
4.	Dr. P. THIRU RAMANATHAN, ASP/PHY	P. Thirudas 3.12.25
5.	Dr. M. Anand, ASP / English	M. Anand 3.12.25
6.	Dr. D. Senthilkumar, Prof. /chem	D. Senthilkumar 3/12/25
7.	Dr. S. Dheeran, Prof / civil	S. Dheeran 3/12/25
8.	Dr. S. KANNAN Prof / ECE	S. Kannan 3/12/25
9.	Dr. R. VENKATESH, ASP/CSE	R. Venkatesh 3/12/25
10.	Dr. A. Azhaguthai Sulekha Periam: ASP/ECE	A. Azhaguthai Sulekha Periam 3/12/25
11.	Dr. M. Gomathy Nayagam, ASP/ESBS	M. Gomathy Nayagam 3/12/25
12.	Dr. N. Karthikeyan ASP/Physics	N. Karthikeyan 3/12/25
13.	Dr. A. Lakshmi, Prof / ECE	A. Lakshmi 3/12/25
14.	Dr. K. Basanikolli / Prof / Maths	K. Basanikolli 3/12/25
15.	Dr. B. Deepa Lakshmi	B. Deepa Lakshmi 3/12/25
16.	Dr. V. Anusuya	V. Anusuya 3/12/25
17.	Dr. M. Pandi	M. Pandi 3/12/25
18.	Dr. M. Kaliappan, Prof / AD	M. Kaliappan 3/12/25
19.	Dr. A. Arunkumar, ASP/ECE	A. Arunkumar 3/12/25
20.		
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25.		

V. Sivadhamu  
3/12/25  
IQAC Coordinator

  
3/12/25  
Vice Principal

  
3/12/25  
Principal

Sl.No.	Name with Designation	Signature
26.		
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**IQAC Coordinator**

**Vice Principal**

**Principal**

# RAMCO INSTITUTE OF TECHNOLOGY, RAJAPALAYAM

## Minutes of IQAC Meeting

Third Cycle / AY 2025-2026 / 02

03.12.2025

### RIT/IQAC/NAAC third Cycle/AY2025-2026/2<sup>nd</sup> IQAC meeting Agenda

S.No.	Points of Discussion/ Note on Agenda
1.	<b>Confirmation of the Minutes of the Meeting AY 2025-2026/01</b> <ul style="list-style-type: none"><li>Review and approval of previous meeting minutes</li><li>Discussion on Action Taken Report (ATR)</li></ul>
2.	<b>Proposed Regulation in Autonomous Perspective</b>
3.	<b>Review of Academic Performance</b> <ul style="list-style-type: none"><li>Result Analysis Nov./Dec. 2024 &amp; April/May 2025</li><li>Assessment reforms (R 2025)</li></ul> Proposed Examination guidelines (Autonomous perspective)
4.	<b>Progress in Outcome-Based Education (OBE), NAAC accreditation &amp; Action Plan for the Upcoming Semester</b>
Any other matter	

#### 1.1 Introductory Remarks

The RIT/IQAC Coordinator welcomed all internal IQAC members and delivered introductory remarks about the 2<sup>nd</sup> IQAC Meeting (NAAC, third cycle).

#### 1.2 Confirmation of the Minutes of the previous Meeting

The minutes of the last IQAC meeting dated 13.09.2025 were confirmed. The action taken report on the previous IQAC meeting is as follows:

S.No.	Activities/Task Proposed	Action taken
1.	Specify the quantitative evidence demonstrating that the methodologies for slow learners	The quantitative evidence demonstrating that the methodologies for slow learners are specified in the i) revised course plan document (Theory/Laboratory Integrated Theory course) ii) DRM and iii) PAQIC
2.	Ensure that the Value-added Course, Industry projects for bright students are aligned with current industry standards and competitive examination requirements.	VAC & Industry projects offered to bright students are ensured with skills report given by different professional societies and feedback from industry events. Accordingly, it will be aligned with current industry standards and competitive examination requirements.

S.No.	Activities/Task Proposed	Action taken
3.	Value-added courses may be offered in a software domain.	Based on the feedback collected from recruiters and employers, offered VACs in software domain to various students of all the programs. The details are available in the respective departments.
4.	Strengthen the internship evaluation mechanism.	Rubrics used for internship evaluation are appropriately revised based on statutory and other regulatory requirements.
5.	Based on the need and the revised autonomous curriculum, the mini project may be given as an alternative to an internship	It will be considered after obtaining autonomous status.
6.	Suggested to refer: Ministry of Electronics and Information Technology (Meity) Technology Incubation and Development of Entrepreneur (TIDE) 2.0 (IIITD Innovation & Incubation Center) provides grant support to startups (depending on stage: idea, PoC etc.)	RIT IIC referred the relevant portal and taken the essentials from the websites. It is in progress and the status will be presented in the upcoming IQAC
7.	Identify the potential of the students and then provide language proficiency skills based on the need.	Appropriate efforts taken to identify the potential of the students based on that language proficiency skill are imported by the department of English.
8.	Provide an orientation/training program for resume writing. Recommended that the student community prepare a company-specific resume. It should be verified by the representation of the department-level TPO.	Planned to provide an orientation/training program for resume writing by respective department training and placement coordinator. The coordinators will verify the resumes before submitting to the company's for recruitment process.
9.	Set a benchmark value of the median salary and improve the quality of the placements in core and software companies.	Informed the suggestion to TPO for taking necessary action for the current batch – 2022-2026.
10.	Track the progress of first graduation students and students admitted from rural areas from entry to graduation	Proposed to conduct a pilot study in the department of Mechanical Engineering. Progress and its findings will be discussed in DRM, PAQIC and DAC.

S.No.	Activities/Task Proposed	Action taken
11.	Invite the distinguished alumni as a guest of honor for various events.	Informed the suggestion to institute Alumni coordinator for taking necessary actions and the progress during the period is collected by RIT IQAC.
12.	Collect the feedback from the recruiters and take measures for continuous improvement.	Shared the information to TPO for taking needful actions.
13.	Arrange the industrial visit in other states.	Shared this input to HoD's for kind considerations.
14.	Invite the student parents to the institute while the students are appreciated for his/her credentials. Also, student parents are to be invited to visit the classroom occasionally to see the teaching learning ambience.	Informed to HoD's for consideration and taken the action during the AY2025-26 Even semester.
15.	Parents' feedback form should be maintained in bilingual language.	Implemented and same was practiced from the year 2025 odd semester onwards after the clearance from ISO QMS.
16.	A larger number of students are motivated to attend the Independence Day and Republic Day celebrations on campus.	Steps taken for motivation through NSS/NCC officers.
17.	Apart from domain expertise, the FDP should be arranged in teaching and learning practices.	<ul style="list-style-type: none"> <li>• 40 faculty members of RIT attended Educational Video Production – Resource person from NITTTR – 6 Days</li> <li>• International expert talk is arranged in teaching and learning practices. “From global engineering education initiative to a local implementation - Case Turku University of Applied Sciences” Juha Kontio, Ph.D (Econ. &amp; Bus. Adm.), CDIO co-director &amp; Vice Rector – Education, Turku University of Applied Sciences, Joukahaisenkatu, TURKU, FINLAND. 14.11.2025. Participants: RIT Students and Faculty Members</li> </ul>
18.	Allocate a department-wise faculty member and motivate more number of students to appear in GATE and other competitive exams.	Through RIT Career Guidance Cell it will be enhanced & periodically reviewed for obtaining expected outcomes.

### 1.3 Proposed Regulation in Autonomous Perspective

Presenters: Dr.A.Azhagu Jaisudhan Pazhani, ASP/ECE

Points discussed: RIT - Proposed Regulation- Autonomous Perspective

Title & Scope	Re-joining the Programme
Preliminary Definitions and Nomenclature	Termination
Admissions	Online Feedback
Programmes Offered	Assessment Procedure for Awarding Marks
Duration of the Programme	Valuation
Structure of the Programmes	Publication of Results and Open Day
Mandatory Induction Programme	Honours Degree
Academic Calendar	Minor Degree
Industrial Visit	Grading of Courses
Semester Long Project Work/Industrial project	Calculation of GPA/CGPA
Students Support System	Award of Degree
Class Timings	First Class with Distinction
Course Enrollment and Registration	First Class
Attendance Criterion	Second Class
Break of Study	Academic Audit
Revision of Regulations, Curriculum and Syllabi	

### 1.4 Review of Academic Performance

Presenters: Dr.A.Arun Kumar, ASP-I/EEE

Points discussed:

- The academic performance of the each department and institute for the 2024–25 Odd and Even Semesters has been analysed. The graduation outcome for the 2021–25 batches was also presented.
- The assessment reforms introduced in Anna University Regulations 2025 were presented. Some notable observations include Incorporations of formative assessments (activities), Introduction of advancement courses, Provision for offering advancement courses, Capstone design project for Honours degree, Internal marks based on attendance percentage, New course types and their assessment patterns Course grading and outcome-based grading, Academic audit checklist, Documentation retention period and Departmental committee requirements. All the above reforms, along with other changes, were disseminated.

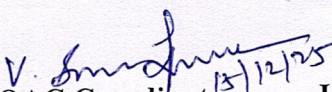
- The Controller of Examinations presented the outcome of the Panel Discussion on Formative Assessments in Engineering Colleges – Review and Reforms, held on 12.11.2025 at Chennai.

**The following suggestions are given by the IQAC members**

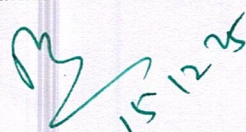
- **Criteria 1:** Strengthen Curriculum Revision Inputs by collecting structured feedback from industry, alumni, employers, and faculty using digital analytics
- **Criteria 2:** Develop advanced pedagogy models (Project-Based Learning, AI-enabled learning, blended learning) with evidence of continuous improvement. Enhance assessment reforms: descriptive rubrics, question bank with Bloom's level tagging, digital evaluation records
- **Criteria 3:** Institutional Research Ecosystem: Seed money policy to be revised based on quality of publications; Improve Extension Activities focusing on SDGs (clean energy, waste management, rural development)
- **Criteria 4:** Establish digital learning content development centre
- **Criteria 5:** Strengthen career guidance and higher education coaching (GATE, UPSC, CAT); Student clubs and professional society activities to be functioned with KPIs and reports to be prepared based on the AICTE-IIC guidelines.
- **Criteria 6:** Develop Vision 2030 Strategic Plan with measurable KPIs and annual implementation review. Implement Online faculty performance appraisal system linked to API (academics, research, extension)
- **Criteria 7:** Strengthen existing best practices such as: Outcome-Based Education (OBE) Model; Green Campus & Energy Conservation Practice; Industry-integrated internships and capstone projects. Introduce new best practices: Digital Governance System (ERP modules for admissions, academics, exams); Community Outreach Program mapped to SDGs.

**Closing Remarks**

The RIT IQAC Chairperson and Director summarized the key decisions and thanked all members for their active participation.

  
15/12/25  
IQAC Coordinator

  
15/12/25  
IQAC Director/Vice Principal

  
15/12/25  
Chairperson IQAC/Principal

**Copy to**

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- GM(A)
- ISO MR
- Criteria Coordinators/In Charges
- IQAC Members
- Accountant/Librarian/Physical Director/NCC Officer/NSS Officer
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