

Submitted to the Chairman

Sub: Approval – CREATION OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) – National Assessment and Accreditation Council (NAAC) – RIT-NAAC Coordination Committee - Reg.

With reference to the National Assessment and Accreditation Council (NAAC) guidelines given as per Revised Accreditation Framework in Nov, 2017 (*Version 5 dated 12-01-2018(23/5/2018)*), we have created the Internal Quality Assurance Cell (IQAC) and the same is enclosed with this, for your kind approval. Based on your approval, we will send the official nomination letter to all the members. The nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

**Some of the functions expected of the IQAC are:**

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

For favour of approval please.

Encl: Proposed Nominated Members list of IQAC and RIT-NAAC Coordination Committee

9  
31/07/18  
DGM (A)

S. Aravind  
31/7/18  
VICE PRINCIPAL

N. Naveen  
31/7  
PRINCIPAL

R. J.  
1/2  
CEO

M. Raju  
CHAIRMAN

**RAMCO INSTITUTE OF TECHNOLOGY**  
**CREATION OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
(As per Revised Accreditation Framework in Nov, 2017) *Version 5 dated 12-01-2018(23/5/2018)*

S.No.	Composition	Category	Member
1	Chairperson	Head of the Institution	Dr.N.Jawahar, Principal
2	Teachers to represent all level (Three to eight)	Professor	Dr.S.Periyamayagi, ECE
		Professor	Dr.S.Kannan, EEE
		Associate Professor	Dr.O.Senthilkumar, Chemistry
		Associate Professor	Dr.L.Sathikala, Maths
		Assistant Professor (S.G)	Mrs.M.Swarna Sudha, CSE
		Assistant Professor (S.G)	Mr.S.Dharmar, Civil
		Assistant Professor	Dr. P. Thiruramanathan, Physics
		Assistant Professor	Ms. A. Prem Ananthi, English
3	One member from the Management	Management Representative	Dr.R.Venkatraj, Principal, P.A.C.R.Polytechnic College
4	Few Senior administrative officers	DGM (Admin)	Mr.K.S.Selvaraj
		Librarian	Mr.K.Chandran
		Physical Director	Dr.G.Veeramani
		Training & Placement Officer	Mr.R.Dhanasekaran
		NSS Officer	Mr. K. Karpagavel/Chem
		Exam Cell Incharge	Mr.R.Arunkumar/EEE
5	One nominee each from local society, Students and Alumni	Nominee from Local Society	Mr.T.S.Subramaniya Raja, Official of NGO, 170/191, Ramaraj Street, Sakkaraja Kottai, Rajapalayam
		Nominee from student – Pre final year – Male	Mr.V.Suranthiran, III/Civil
		Nominee from student– Pre final year – Female	Ms.A.S.Uma Dhevi, III/ECE
		Nominee from Alumni	Mr.M.R.Vishnu Shankar, 2013 – 2017 – I Batch
6	One nominee each from Employers /Industrialists/Stakeholders	Nominee from Employer	Mr.B.Velvendan, Senior General Manager, Ramco Textile Division, Rajapalayam
		Nominee from Industrialists	1. Mr.R.Prabakaran, Deputy General Manager - Learning & Development, RANE Holdings Limited, Rane Institute of Employee Development, Chennai 2. Mr.Srikanth Balasundaram Senior Project Manager VERNALIS, Madurai
		Nominee from Stakeholders – Parents	1. Mr.B.Narayanan F/O Ms.N.Sivasurya, III/EEE 2. Mr.S.K.Venkateswaran F/O Mr.V.Ragav, III/Mech & Ms. V.Dhanya, III/CSE
		Nominee from Stakeholders – ISO certification Agency	Mr.V.Viswanathan Senior Manager, TUV Rheinland (India) Pvt. Limited, Coimbatore
7	Coordinator/Director of the IQAC	IQAC Coordinator	Dr.S.Rajakarunakaran, Vice Principal, Professor & Head/Mech

**RAMCO INSTITUTE OF TECHNOLOGY**

**RIT-NAAC COORDINATION COMMITTEE**

Sl.No.	Criteria	Process	Coordinators
1.	Criteria I	Curricular Aspects	Dr.K.Vijayalakshmi, Professor/CSE Mr.B.Kannan, AP (Sr.Gr.) / ECE Dr.G.Kanthimathi, AP (Sr.Gr)/Chem
2.	Criteria II	Teaching Learning and Evaluation	Dr.S.Periyanyagi, HOD/ ECE Dr.B.Deepa Lakshmi, AP(Sr. Gr.) /ECE Mr.A.Arun Kumar, AP / EEE Mr. J. Jerold John Britto, AP / MECH
3.	Criteria III	Research, Innovations and Extension	Dr.S.Kannan, HOD / EEE Dr.V.Sivakumar, AP(Sr. Gr.) /Mech Dr.P.Thiruramanathan, AP / Phy
4.	Criteria IV	Infrastructure and Learning Resources	Mr.S.Dharmar, AP (Sr.Gr.)/ Civil Mr.P.Sureshkumar, AP (Sr.Gr.) /Mech Mr.K.S.Selvaraj, DGM (A) Mr.R.Chandran, Librarian Dr.G.Veeramani, Physical Director
5.	Criteria V	Student Support and Progression	Dr. K. Basari Kodi, HOD / MATHS Dr.L.Sathikala, AP (Sr.Gr.) / MATHS Mrs.M.Swarna Sudha, AP (Sr.Gr.)/CSE Mr.R.Dhanasekaran, TPO Mr. K. Karpagavel, NSS Officer
6.	Criteria VI	Governance, Leadership and Management	Dr. S. Rajakarunakaran, HOD / MECH Dr.O.Senthilkumar, AP/Chem Ms. A. Prem Ananthi, AP/English
7.	Criteria VII	Institutional Values and Best Practices	Dr.K.Vijayalakshmi, Professor/CSE Dr.S.Periyanyagi, HOD/ ECE Dr.S.Kannan, HOD / EEE Dr. S. Rajakarunakaran, HOD / MECH Mr.K.S.Selvaraj, DGM (A)

*g*  
31/07/18  
DGM (A)

*J. Sathikala*  
31/7/18  
VICE PRINCIPAL

*N. Newelany*  
31/7  
PRINCIPAL

*R. Jeyaraj*  
3/2  
CEO