

RAMCO INSTITUTE OF TECHNOLOGY

Minutes of IQAC Meeting - 6

Date: 14.07.2020

Agenda:

- Confirmation of Minutes of 5th IQAC Meeting
- Points given by NAAC – AQAR 2018-2019 revision and resubmission
- Review of the performance of the academic year 2019-2020
- Outcome of Department Advisory Committee (DAC) and Program Assessment & Quality Improvement Committee (PAQIC)
- Setting of Qualitative objectives for the academic year 2020 – 2021
- Plan of Action for the First Year to be chalked out by IQAC towards quality enhancement
- Any other Matter

Minutes of 6th IQAC Meeting:

The 6th meeting for Internal Quality Assurance Cell (IQAC) was scheduled in the month of March 2020. Due to COVID 19 pandemics, it was postponed and held on 30-06-2020 (Tuesday) at EEE Seminar Hall. IQAC Coordinator welcomed the members and briefed about the on-going activities of Internal Quality Assurance Cell (IQAC).

Item No.1: Confirmation of Minutes of 5th IQAC Meeting/Action taken report of 5th IQAC Meeting held on 22.01.2020

Sl.No.	Activities/Tasks proposed	Action Taken
1	Initiative to set-up incubation centre to be taken	Awaiting for approval.
2	Value added courses can be provided in cloud services (Amazon AWS, Microsoft Azure, Google cloud)/ Kubernetes, Mongo-DB, Angular JS, Cassandra for circuit branch students	Dept. of CSE organized the programs namely i) 2-day Workshop on “NVIDIA GPU, Kubernetes and Machine Learning Frameworks” ii) Workshop on “TensorFlow” and iii) 5 Days Boot Camp course value added course on “Angular JS” for students.
3	Industry demand and requirement is huge in the area of IoT with AI & Machine Learning, automation. Steps to be taken to fill the requirement for getting good placements	Dept. of CSE conducted programs namely i) Five days Value Added Course on “Embedded C with RTOS and IoT”, ii) Anna University approved One Credit Value Added Course on “IOS App Development”, iii) Anna University approved One Credit Value Added Course on “Transfer learning Frameworks(Machine Learning)
4	Projects in cloud services, agile model can be given for better enhancement in software development	Project done in this area is “Traffic Management System using Cloud Computing” by CSE Students
5	To bridge the gap, build the knowledge in the area of Business analytics, Data Analytics and Automation Testing	Organized/conducted i) Guest Lecture on "Installation of Cloud Computing Platform: OpenNebula", ii) Guest Lecture on “eBOX”, iii) Guest Lecture on "Big Data Analytics" and iv) Guest Lecture on "IoT and its Industrial Applications"
6	Interested Group formation may be encouraged for getting better involvement	To be introduced in the academic year 2020-21.

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7	Location specific courses can be developed and offered to the interested students in the form of value added course/certification course/audit course	Organized five day value added course on "Web Designing and Hosting"
8	Interdisciplinary value added course can be given additionally	Dept. of CSE conducted a four days interdisciplinary Value Added Course on "IOT & ROBOTICS".
9	Student Satisfaction Survey to be circulated to all the students during the month of Feb 2020	Survey completed as per the schedule.
10	The analysis report of Stakeholders feedback to be presented in Management Review Meeting (MRM)	Presented the report in 6 th MRM.
11	Invite Senior Professors from IITs/NITs or reputed industrial organizations as adjunct faculty/visiting faculty	To be invited during the academic year 2020-21.
12	Take steps for online display of Teaching-Learning process outcomes and creation of Lecture capture facilities	Displayed in prominent places in the laboratories/class rooms/seminar halls
13	If possible, establish Center for Enhanced teaching & learning and to honour the potential faculty member during the occasion of Teachers day	Established Center for Enhanced teaching & learning. Dr.M.Kalliappan is nominated as the Faculty incharge for this Center.
14	Establish tie-up with ISRO for Research Interactions	To be established in the academic year 2020-21
15	Cultivate the habit of Celebrating National/International days	Identified the National/International days to be celebrated for this academic year 2020-21 and the same to be approved in the CAC.
16	Data capturing In-House software to be developed for creating data repository	Initiated. Nominated members for development. Proposed module to be developed are i) Student database; ii) Faculty database; iii) Assessment and Evaluation
17	Rare book collection to be increased	Initiated the process of collection of rare book (both soft copy and hard copy)
18	Steps to be taken for Library-Remote access for students. This will enable students to use our library resources	It is under progress
19	Mentor-Mentee ratio to be reduced	Ratio reduced to 1:14 or 15
20	Alumni association to be registered in Societies Act	Registered under TN Societies Act.
21	Best practices to be presented to NAAC periodically as per the NAAC suggested format	Best practices for the academic year was presented to NAAC
22	Periodically contact parents through phone and inform the ongoing activities/wards performance	It is on-going.
23	Supplementary teaching to Government School Teachers	Given to school teachers on select topic in Science and Humanities
24	Sharing of resources for Government and other competitive exams	It is on-going.

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25	Infra structure facilities to be projected, in websites, in meetings, exhibitions, and open days	Yes. Projected
26	Aptitude training will be given from second year onwards	Yes. Started
27	Club activities can be organized for the interested/selected students, weekly once without affecting the regular academics	Organised through Online

Item 2: Points given by NAAC – AQAR 2018-2019 revision and resubmission

- According to the NAAC email dated April 04,2020, AQAR was revised, edited and submitted. Finally, AQAR of the year (2018-2019) has been approved successfully by NAAC on July 06, 2020.

Item 3: Review of the performance of the academic year 2019-2020.

- Reviewed the criteria wise performance of the academic year 2019-2020. All the criteria coordinators are requested to submit the data for the academic year 2019-2020 with documentary evidence to Office Supdt. On or before 15.07.2020 for making ready to submit in NAAC portal whenever they asked us.

Item 4: Outcome of Department Advisory Committee (DAC) and Program Assessment & Quality Improvement Committee (PAQIC)

- Reviewed the outcome of Department Advisory Committee (DAC) and Program Assessment & Quality Improvement Committee (PAQIC). Minutes of the meeting made available in the website for reference.
- Self Assessment Reports (SARs) of four programs namely CSE, EEE, ECE and Mechanical Engineering was submitted in NBA Portal for getting program accreditation. NBA Peer team visit was scheduled between March 6-8, 2020 and it was postponed due to COVID 19 Pandemic. Revised dates to be announced by NBA.

Item 5: Setting of Qualitative objectives for the academic year 2020 – 2021

- Members elaborately discussed the objectives proposed for the academic year 2020-2021 and the same is presented as Annexure 1.

Item 6: Plan of Action for the First Year to be chalked out by IQAC towards quality enhancement

- Decided to use online platform effectively for teaching and learning process.
- Revised the existing admission policy to promote quality admission

Item 7: Any other Matter

- Next IQAC Meeting is scheduled during the mid of August 2020. If the same Pandemic continues, the meeting will be conducted through online mode.
- Best practice of the institution proposed for the academic year 2020-21 will be discussed in the next meeting.

IQAC Coordinator finally, thanked all the members for their sincere contribution and more suggestions for making betterment of the status of our students and college.


IQAC COORDINATOR


PRINCIPAL

Copy circulated to all IQAC members through mail

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- All Head of Departments
- RIT-Website In-charge
- RIT-ISO MR
- File

