

### Internal Quality Assurance Cell (IQAC)

#### **Composition – Academic Year 2023–24 (Odd Semester)**

#### **Minutes of the Meeting (Q1 – AY 2023-24)**

**Date:** 03/07/2023

**Time:** 2.30 PM to 3.30 PM

**Venue:** Board Room

#### **Members Present**

1. Dr. A. Ramesh – Principal
2. Dr. S. Neethi – Dean (Curriculum Development & Enrichment)

#### **Coordinators from Departments**


3. Dr. N. Kandavel – CSE
4. Mr. G. Senthil Kumar – CSBS
5. Mr. V. Ramachandran – IT
6. Mrs. K. Uma Haimavathi – BME
7. Dr. P. Vasanthi – Civil
8. Dr. R. Shankar – EEE
9. Dr. J. Jai Jaganath Babu – ECE
10. Dr. Sathyamoorthy – Mech
11. Mr. N. Vinoth – MCT

#### **Agenda**

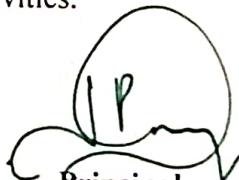
- Welcome Address by the Principal and Chairman, IQAC
- Approval of minutes of the previous meeting by IQAC Coordinator
- Review of Academic Calendar
- IQAC audit activities
- Session on CO–PO Attainment Calculation
- Reformation of Various Committees
- Automation Tasks in Examination Process
- Faculty Development Program
- Research Activities

## Points Discussed

- Academic activities for the semester were reviewed and finalized. Feasibility to adhere to the academic schedule and any potential deviations were discussed.
- Academic audit is scheduled for **07.07.2023** to monitor notes of lessons, lesson plans, and question banks.
- A session on **Outcome-Based Education (OBE)** and **CO-PO Attainment** is planned for **August**.
- Target improvement for CO and PO attainment has been proposed.
- Reconstitution of members for various committees and clubs for the current academic year has been completed.
- Approval granted for digitizing the question papers and automating seating arrangements for internal and end-semester examinations.
- The Chairman congratulated all PG programs for achieving **NBA Accreditation**.
- The Placement Coordinator reported that **958 students** received offers and requested HoDs to actively support training for the next batch.
- Conferences for all programs are planned to be organized **on or before December 2023**.
- A lecture session on **AI/ML Placement Scenario** is planned to create awareness among students.
- Emphasis was placed on identifying more teams for **Smart India Hackathon (SIH)** participation, recognizing the consistent success of students in previous years.
- The Mechatronics department was specially appreciated for securing **University First Rank**.
- Appreciation extended to the **four teams** selected with a grant of **₹4 Lakhs** under SIH.
- The execution status of events organized by **Professional Societies** as per the academic schedule was reviewed.
- Faculty members are encouraged to improve research publications. A discussion was held on acquiring **Research Centre Recognition** at the institutional level.
- Thrust areas have been identified for all programs, and **Faculty Development Programs (FDPs)** and workshops are planned accordingly.
- A **core course project** is planned for every semester for all branches.
- HoDs were requested to actively involve faculty members in research activities.

  
Coordinator, IQAC 03/7/22



  
Principal 23/7/23  
Dr. A. RAMESH, M.E., Ph.D.  
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