

ACADEMIC YEAR 2020-21 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

ACTION PLAN

Activity	Objective
NAAC reaccreditation preparatory works Taskforce – Action Plan based works Internal NAAC file Audits - Monthly 29.9.20, 30.10.20, 27.11.20	To ensure academic processes meet standards set by accreditation bodies &
Conduct of Internal FDP <ol style="list-style-type: none"> 1. NAAC accreditation parameters 2. Outcome Based Education – AICTE – Examination reforms 	Strengthening academic activities towards attainment quality parameters and equip staff members Raising the standards of Assessment and Evaluation
Department report (2019-20) <ol style="list-style-type: none"> 1. Target VS Execution report 2. Activity report (upto May'20) 3. Comparative activities and achievement report - 3 Yrs 4. Target setting (2020-21 ODD Semester) 5. Programme reports (soft copy) 	To understand Progression made, aspire better and accomplish the set target.
AQAR submission Scheduling of Programmes & Organizing <ol style="list-style-type: none"> 1. Spoken Tutorial workshop (Students, Staff) 2. Virtual Lab session 	To meet the Accreditation norms Promotion of Technical skills & ICT enabled session (Deadline last week of Oct'20)
Tracking of <ol style="list-style-type: none"> 1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation 2. SWAYAM & NPTEL course registrations (staff & students) 	
Learning Outcome attainment analysis report & department level presentation and GA attainment batchwise	Student progression tracking
Stakeholder interaction <ol style="list-style-type: none"> 1. 2020 passed out SSS 2. Branchwise Quality circle meet 3. Alumni programmes 	Stakeholder participation and feedback in all academic activities ensuring objective attainment

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener / incharges action plan and execution
- Staff Review Meet

K. Allex 26/8/20
 IQAC COORDINATOR

J. Ananthan
 26/8/2020
 PRINCIPAL

ACADEMIC YEAR 2020-21 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL
DEPARTMENTWISE VIRTUAL LAB LIST

List of labs	Offered by
CIVIL	
Structural dynamics lab Hydraulics and fluid mechanics Basic Engg Mechanics and SOM Soil mechanics Basic Structural analysis Fluid mechanics Environmental engg. I, II Fluid Machinery Surveying	IIT, Hyderabad IIT, Karnataka
CSE	
PHP Database Computer graphics Machine Learning Soft Computing tools Problem solving Data structures I, II Artificial neural networks Pattern recognition Computer Architecture Software engineering Image processing WSN Natural language	IITB IIT, Kharagpur IIT, Hyderabad IIT, Kharagpur IIT, Hyderabad
ECE	
Microprocessor and applications lab Digital logic design using gates Digital application lab Digital logic design lab Digital electronics lab Mobile communication lab DSP Lab Basic Electronics lab VLSI design lab Signals and systems lab	IITB IIT Kharagpur IIT Guwahati
EEE	
Simulation and Gaming Virtual High voltage lab Electrical machines lab Sensors modeling & simulation Virtual power lab Industrial electric drives lab Industrial automation PLC Electrical machines	IIT, Kharagpur IIT, Roorkee COE, Pune Dayalbagh NIT Karnataka COE Pune IIT, Guwahati

MECH	
Material response to Mechanical, Thermal Technology CAD Mine ventilation Mechanisms an Robotics lab Plant metabolic pathway Mechanical system and SP lab Fault detection lab Machanics of machine lab Vibration and acoustics lab	IIT, Kanpur IIT, Karagphur NIT, Karnataka

Note : Labs mapped to regular curriculum and also other unmapped relevant labs shall be identified and planned.

K. C. Allee 26/8/20
IQAC COORDINATOR

J. M. Muthu
26/8/2020



ACADEMIC YEAR 2020-21 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

26.08.20

Minutes of Meeting

IQAC meeting for the month was held on 25.08.20. Agenda for the meeting was about the semester action plan and NAAC accreditation preparatory works. Meeting was held using Google meet platform between 6.00pm – 7.00pm. All department members were present for the meeting. Principal insisted for the consistent commitment towards all set targets.

IQAC Coordinator briefed about the following

- **Launch of Taskforce** (3 members) per branch including IQAC member of the department to coordinate NAAC accreditation initiatives.
- **Internal Webinar series** to guide accreditation initiatives. File audit will be scheduled periodically.
- **Department reports and analysis**
 - Target VS attainment
 - Activity report (19-20 even semester) submissions– upto July'20
 - Target setting for 20-21 (ODD)
- **Spoken Tutorial workshops & Virtual Lab sessions** (Departmentwise plan enclosed)
- LO attainment analysis and department level analysis. GA attainment should also be completed
- **Stakeholder interactions**
 - Exit survey
 - Online courses effectiveness
 - Quality circle meet
- Google classroom based assignment submission, test papers, PCE activity submission to be made.

K. Adarsh 26/8/20
IQAC COORDINATOR

Encl:

1. Spoken tutorial plan
2. Virtual Lab sessions



ACADEMIC YEAR – 2020-21 (ODD sem)
IQAC

SPOKEN TUTORIAL WORKSHOP PLAN

Department	Year		
	II Yr.	III Yr.	IV Yr.
CIVIL	QCAD	Inkscape	Latex
CSE	Linux, Ubuntu	Java & Netbeans	Drupal
ECE	Scilab	Inkscape	Latex & XFig
EEE			
MECH	Scilab	Openfoam	Latex & XFig

Course Description

Course	Application
QCAD	QCAD is a free, open source application for computer aided drafting (CAD) in two dimensions (2D). Learn to create technical drawings such as plans for buildings, interiors, mechanical parts or schematics and diagrams using QCAD . Useful for UG/PG architecture students
Inkscape	Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of CorelDraw and Illustrator .
Latex & XFig	LaTeX is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/ publishing documents from science/ arts/ commerce fields. Xfig is a free and open source vector graphics editor. In Xfig , figures may be drawn using objects such as circles, boxes, lines, spline curves, text, etc. ... and used in LaTeX and other documents.
Linux, Ubuntu	Free operating system, almost neutral to virus attacks and no hassles for licensing issues.
Java & Netbeans	Java -Free and open source, high level, simple as well as object-oriented programming language NetBeans IDE is an open-source integrated development environment. NetBeans IDE supports development of all Java application types (Java SE including JavaFX, (Java ME, web, EJB and mobile applications)
Drupal	Drupal is a free and open source content management system (CMS) written in PHP and distributed under the GNU General Public License. Useful for website-building and web applications.
Scilab	Mathematical and scientific calculation software, open source substitute for MATLAB, very useful for all science and engineering students, in academics particularly.
Openfoam	Open source/ free CFD (Computational Fluid Dynamics) software available for solving and analyzing problems and to create a real world fluid flow movie. Open source equivalent to FLUENT.

K. Allee 26/8/20
IQAC COORDINATOR



ACADEMIC YEAR – 2020-21

Staff Council Meeting-I

Minutes of the Meeting

04.07.2020

Principal convened **Staff Council meeting I** for the academic year on **03.07.2020** between **12.45 pm and 2.00 pm** at Principal cabin with the following agenda:

- Preparation of academic activities for the odd semester, Academic year 2020-21.
- Department level Target vs organized (19-20 even semester)
- Student certification courses
- Skill courses (including SWAYAM, NPTEL)
- International webinar
- Kings Times 19-20
- IQAC
 - o Preparations for reaccreditation
 - o File works completion
 - o Stakeholder meeting
 - o Internal FDP
 - o Comparison data (3 years)
- TC – Conduct certificate (2020 passed out batch)
- Other related matters

• **Department level Target vs organized (19-20 even semester)**

Departments should submit analysis report of previous semester. Report should also include attainment status of individual staff target assigned during Staff appraisal meeting. Last date for submission of report is 20.7.2020

• **Skill courses (including SWAYAM, NPTEL)**

Staff and students shall undergo suitable SWAYAM / NPTEL courses. Details of MCC courses completed during 19-20 even semester to be submitted by departments. Participation of such courses during this period is to be encouraged. Last date for submission of report is 10.7.2020

• **International webinar**

International webinar on “Innovative Teaching Methodologies” is scheduled on 10.07.2020 between 3.00 and 4.30pm. Resource Person : Dr.Jai Raghunathan, Coordinator of Programs, School of Ocean Technology, Marine Institute, Memorial University of Newfoundland, Canada

• **IQAC**

o **Preparations for reaccreditation & file works**

Works to be initiated by the departments and ensure completion of file works. AQAR data pertaining to departments is to be submitted. Schedule will be circulated shortly.

o **Stakeholder meeting**

Stakeholder interaction reports is to be consolidated and reviewed.

o **Internal FDP**

IQAC will coordinate internal FDP covering AICTE examination reforms, Accreditation initiatives, UHV, etc.

o **Comparison data (3 years)**

Consolidation of 3 years activity and analysis to be prepared and reviewed for further planning. Exit survey for final year students will be made through online mode.

Members present

VP

HODs - Civil, CSE, ECE, EEE, MECH, S&H

Academic Coordinator I year – Maths

Coordinators - IQAC, ISO

J. Prakash
04/7/2020

PRINCIPAL



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(03.7.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha Selvi 3/7/2020
02	Dr.S.Sivakumar	VP	S. Sivakumar 3/7/2020
03	Dr.T.Shanthi	Project Officer	- OD -
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 3/7/2020
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 3/7/2020
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi 3/7/2020
07	Dr.Albert Martin Ruban .A	HOD/EEE	A. Martin Ruban 3/7/2020
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 3/7/2020
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 3/7/2020
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 3/7/2020
11	Dr.R.Senguttuvan	HoD/Eng	-
12	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	- OD -
13	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 3/7/2020
14.	R. Ponni	AP/ECE	R. Ponni



ACADEMIC YEAR 2020-21 (ODD SEMESTER)



INTERNEAL QUALITY ASSURANCE CELL

08.09.2020

STRENGTHENING TEACHING-LEARNING-ENRICHMENT INITIATIVES

In our efforts towards raising our standards and strengthening Teaching Learning processes and augmenting enrichment initiatives, the following practices are recommended to be followed from this academic year onwards. Identified points are put forth for discussion among SCM meeting to be held on 10.09.20

- **My credit course** as practiced in the last academic year as SWAYAM / NPTEL course will be continued for the subsequent batches also. Certification / Screenshot of Course progress depicting quiz and assignment submission status to be recorded.
- **T&P hours** allotted in regular Time-table will ensure coverage of planned topics and thereby offering systematic aptitude and soft skill training. Alternations of T&P hours will not be entertained.
- **Suitable Add on / certificate courses** will be planned for I year and II year students also. (I year - Human values course) and (II year any MOOC). Course duration :minimum of 30 hours. Regular course in curriculum shall not be planned for this initiative.
- **Suitable experiential training** / field work / industrial visit / internships/ project work shall be **planned for all courses. Simulation based sessions** / ICT usage are to be practiced. **ICT usage related proofs (Videos/ CBTS/PPTS/NPTEL videos/ e-material/ other related content)** are to be maintained as softcopy at department library
- **Faculty members** are encouraged to record their sessions and post it at our KCE youtube channel.
- **Curriculum based feedback from Alumni & Employer** shall be collected, analyzed and suitable ATR should be submitted.
- **Basic computing skills** for all classes should be planned. Coverage MS-word, MS-excel, Ms-Powerpoint and Browsing skills.
- **Programmes on Life skills (yoga, physical fitness, health and hygiene,)** -Gym at hostel
- **Promotion of Extra-curricular activities** (sports, cultural)

- **Faculty, Non-Teaching, Administrative staff enrichment initiatives**
- **ISTE seminar titles - generic titles**
- **Appraisal for Non-Teaching**
- **Staff participation in refresher / orientation programmes**
- **Staff recommendation for institute level**
- **UHU activities - present batch online mode**
- **Staff publications - Institute name, University name**
- **Extension activities - Societal issues, holistic development (student count)**
- **Report for all programmes- inclusion at website (geo-tagged photos)**
- **MoU - functional (1/year)**

K. K. Reddy
8/9/20

S. Raghav
08/9/20 20



ACADEMIC YEAR 2020-21 (ODD SEMESTER)

19.9.20

Online Classes & Assessments – Modalities Review Meet – MoM

Meeting was held on 18.9.20 to discuss about the guidelines given by AU, Notification dated 15.9.20 regarding conduct of Online classes and Assessments. Based on the guidelines issued and discussions made during the meeting, the following decisions are made

Conduct of Online Classes

- Faculties to ensure Google classroom based **posting of learning materials**, ebooks, ppts, lecture videos, assignments, quizzes, exercises etc. Student submissions and evaluation testimonials are recorded at google drive by utilizing Google classroom, thereby any reference can be made at later stages.
- **Usage of recorded Lecture videos**
 - Lecture video based learning is recommended by AU for **25% of course** content as **external learning mode**.
 - Hence, Faculty members to **prepare Lecture videos for important topics** and share the videos to students.
 - To support easy access to video file and download option by students, each video to be planned for a duration of 20min. freecam, OBS, Ezvid, Camstudio, webinaria for PC based/ Laptop based and suitable tools for mobile based online classes shall be adopted by faculty members.
 - Total of **11 hours course coverage for 45 hours courses** and **15 hours coverage for 60 hours courses** are recommended for lecture video based learning.
 - **Interactive activities** to be included during Online sessions. Faculty to include simple quizzes, exercises, worksheets, case studies etc. during online sessions. Any other suitable activities can be included.
- **Assignments and PCE activity** content to be submitted by students through respective subject Google classroom.
- **Problem based courses** daily home work exercises are to be given and submitted at Google classroom by students.
- **Google forms based tracking of online classes status** to be made. 1 form per branch to record daily Online Classes status to be designed. Collaborators of the form are respective branch class coordinators, HoD, Vice-Principal and Principal. All course faculty handling classes for the branch will be shared with the form link. Using the form, faculty members handling classes for the day will submit the class details.

Online Virtual Lab sessions

- Vlab sessions are to be handled to cover laboratory course.
- Classes shall be handled Saturdays/ after covering theory courses.

Assessments Modality

- Revised modality for Assessments as per AU directions
 - CAT1 - Quiz : 50 marks & Assignment : 50 marks.
 - CAT2 - Quiz : 25 marks, Descriptive question : 25 marks, PCE activity : 50 marks.
- Exam.net / Google forms / edmodo / any other suitable tools can be utilized.

Remedial Measures

- Recorded video lectures and learning materials to support students who missed the classes / to recap
- Additional assignments shall be given to students who are unable to attend online classes due to technical issues.
- CAT1 failures (less than 30 in Quiz)/ absentees are permitted to take up retest. Retest shall be conducted by respective course incharges. Same question set shall be utilized. Marks secured will be credited for 40 out of 50.

Feedback Mechanism

- In addition to regular Class Committee Meetings, Counseling meet additional interactions / feedback through google forms based to be made. As per student opinion / grievances/ suggestions followup action shall be made.

Students are to be guided and motivated for effective utilization of Online classes. Teaching-learning-evaluation process to be made utilizing appropriate tools and methodologies.

Faculty members can utilize computer centre facility to record lecture vides if needed. System Admin will be available to support. 1 Lecture hall with needed recording facilities will be available to support blackboard based teaching for problem based courses. Faculty members can utilize these facilities as needed.

J. Praveen
19/9/2020

PRINCIPAL



**ACADEMIC YEAR 2020-21 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL**

25.09.20

Minutes of Meeting

IQAC meeting for the month was held on 24.09.20 between 12.30-1.15pm through Google meet platform. All department IQAC members attended the meeting. IQAC coordinator motivated members to track quality aspects in all activities department level. Necessary guidelines in file works all to be made.

Following points was highlighted by IQAC Coordinator.

- Faculty participation in FDPs – 1 week / 2 weeks programmes shall be encouraged. NITTR, ATAL courses shall be opted.
- Staff and student participation in SWAYAM / NPTEL sessions to be made in all departments. Student course progression screenshots shall be tracked in case of students unable to appear for final exams.
- AICTE –Quality mandate report & department level contributions was briefed. Further, departments to identify gap areas and strengthened.
- Department level files works were initiated in all.
- Coursewise Video Lectures
 - Mr.Aswin./Mech was requested to give guidance in editing and preparations.
 - Freecam based lecture session prepared by Mr.Arun/Civil was found effective.
- Overall analysis of programmes to be completed. Hence, members were requested to submit all department level reports.
- Spoken tutorial sessions shall be made after end-semester exams due to short academic slots.
- Curriculum Mapped and un-mapped virtual lab list and plan to be made at department level and executed as per schedule confirmation.

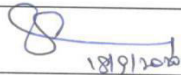
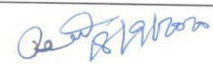

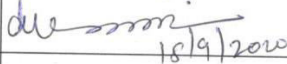

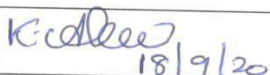
K. Allee 25/9/20
IQAC COORDINATOR

J. Ramesh
25/9/2020



ACADEMIC YEAR 2020-21

CONDUCT OF ONLINE CLASSES – STRATEGY & FEEDBACK
Attendance(18.9.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	
02	Dr.S.Sivakumar	VP	 18/9/2020
03	Dr.T.Shanthi	Project Officer	
04	Ms.R.Revathi	HOD/Civil (in-charge)	 18/9/2020
05	Dr.S.M.Uma	HOD/CSE	 18/9/2020
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	 18/9/2020
07	Dr.Albert Martin Ruban	HOD/EEE	
08	Dr.T.Pushparaj	HOD/MECH	
09	Dr.V.Sureshkumar	HOD/S&H	 18/9/2020
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	
12	Ms.K.Abhirami	IQAC/Coordinator	 18/9/2020



ACADEMIC YEAR – 2020-2021 (ODD sem)

Staff Council Meeting-III

Minutes of Meeting

11.09.2020

Principal convened **Staff Council meeting III** for the academic year on **10.09.2020** between 3.00 pm and 5.30 pm at Conference Hall with the following agenda.

- Follow-up of SCM MoM-August 2020
- Conduct of Online classes - Follow-up and issues
- Conduct of CAT2
- AU Calendar & execution issues (Syllabus coverage, CAT etc.), Examinations (2020 IV year exams)
- Academic Calendar activities till 05.09.2020 – follow-up & completion status
- Forthcoming events
 - Association Inauguration -AY 2020-2021
 - E-Symposium (01.10.2020) plan
 - Dept. webinar
 - Engineer's day – Conduct of webinar
- Class committee meeting-1 (MoM)
- Student counseling - profile book updation
- Maintenance & new establishments – Department level
- Department target – Plan VS Executed – till June 2020
- NAAC reaccreditation phase-I works
 - File works (C1, C2) & Internal audit
 - Strengthening aspects
- Admission – 2020
- I Year Inauguration
- T&P online training – IV year 2021 batch
- Other related matters

NAAC reaccreditation phase-I works

- Webinar -1 was organized successfully on 09.09.2020 & 10.09.2020. NAAC revised accreditation framework & Criteria 1 & 2 were presented by IQAC Coordinator. As per the plan of action of this month, File works pertaining to Criteria 1 & 2 is expected for its completion. Audit will be scheduled at the end of this month.
- Areas to be focused and strengthening aspects were detailed.
- **NAAC Task Force meeting** (platform Google meet) is planned on 15.09.2020 at 12.30pm.

Recommendations:

- **Geo-tagged** Photos should be attached with the reports of programmes organized hereafter.
- Assignment -2 should be collected through **Google class room**.
- Participation in **AICTE, NITTTR & MHRD** programmes should be encouraged. Online courses / FDPs organized by AICTE, MHRD are to be utilized as an enrichment initiative. **All staff members and students should undergo ATAL course(s)** during this period.
- Departments should strengthen collaborations / linkages. Minimum 2 linkages per year should be established by the departments. Established collaborations need to be enhanced through conducting minimum one programme per semester.
- Members were insisted to promote utilization of IEEE journals among staff and students.
- All staff members are advised to involve more in research publications and submission of proposals. Members with doctoral degree have to publish 2 papers and members pursuing research 1 paper every year.
- **Status of registration** and participation for **SWAYAM / NPTEL courses** for this semester was sought. **Submission deadline : 21.09.2020**]

Members present:

VP

HODs - Civil, CSE, ECE, MECH, S&H

Project Officer

Academic Coordinators - S&H, EEE

IQAC Coordinator, ISO Coordinator

J. Praveen
11/9/2020

PRINCIPAL



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(10.9.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha Vijaya Selvi 10/9/20
02	Dr.S.Sivakumar	VP	S. Sivakumar 10/9/20
03	Dr.T.Shanthi	Project Officer	T. Shanthi 10/9/20
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 10/9/20
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 10/9/20
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi.N 10/9/20
07	Dr.Albert Martin Ruban	HOD/EEE	- On leave -
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 10/9/20
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 10/9/20
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 10/9/20
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 10/9/20
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 10/9/20
13.	R. Ponni	AP/ECE	R. Ponni



**ACADEMIC YEAR 2020-21 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL**

25.10.20

Minutes of Meeting

IQAC meeting for the month was held on 24.10.20 between 6.00pm-6.45pm through Google meet platform. All department IQAC members attended the meeting. Following points was briefed by IQAC Coordinator.

- **Exit survey** about Institute Level performance indicators to be completed within forthcoming week.
- **Student opinion & Suggestions** about Online classes and practices made will be made.
- Additional **Online Teaching and assessment tools** to be identified and reported by all members. Best tools will be introduced to be practiced by all.
- **Video editing, streaming,** demo session will be planned and handled by Mr.Aswin/Mech
- **DVV** submissions to be made by departments within 3rd week of November. Hence necessary guidance to be made by IQAC members.
- **All programme and event records** to be tracked.
- **Spoken Tutorial session** will be planned after semester exams. Planned Odd semester titles and also even semester will be completed during vacation itself.
- **Department staff seminar** sessions shall be planned for every month. Titles shall be chosen reflecting the courses / FDPs attended by the faculty members. Institute level nominated programmes should be included as mandatory internal seminar/webinar sessions. IQAC members to track this.
- **File Audit** will be scheduled at the end of Nov'20.
- **Comparative performance analysis** report to be prepared before staff review report. Hence, department level reports to be completed within 10 days and submitted.

K. Allee 25/10/20
IQAC COORDINATOR

J. Ramesh
25/10/2020



ACADEMIC YEAR – 2020-21 (ODD sem)

05.11.20

CIRCULAR

From the academic year 2020-21 onwards, towards strengthening our efforts towards Outcome Based Education, the following strategy will be adopted. IQAC member of the department & Programme Advisory committee member (PAC internal member) to coordinate the activity.

1. Convene Department level meeting prepare draft version, review and freeze mapping of CO-PO-PSO-PEO (after consulting all stakeholders)
2. Course level planning by course in-charges during semester commencement. After Verification and approval, inclusion in course plan.
3. Analysis & Review of outcome attainment (direct & indirect methods). Department level presentation and submission of review report at the end of every semester. Gaps if any found to be rectified and used for future planning.
4. Batchwise I- VIII semester outcome attainment analysis and review report submission for approval.
5. Institute level review and analysis of reports. Based on findings, fine tunings in TLA (Teaching-Learning-Assessment) practices will be made.

In this regard, department level initiatives, formats are enclosed herewith for reference.

Note :

For the passedout batches till 2020 PO attainment analysis as per previous procedure. PO attainment, mapping with PEO, PSO to be completed for last 5 batches (ie passed out batches from 2016,2017,2018,2019,2020). For the current IV year students PO attainment analysis as per previous procedure.

For the courses offered from the academic year 2020-21 onwards, CAP, COAM, APQM are applicable.

J. Praveen
5/11/2020

PRINCIPAL

Copy To:

1. Secretary
2. VP
3. HoDs (with a request to circulation among staff members through respective whatsapp group)

Encl:

1. Work schedule (Nov'20)
2. Formats for OBE implementation

ACADEMIC YEAR 2020-21 (ODD SEMESTER)

24.11.20

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting – Nov'20

IQAC meeting for November month was held on 24.11.20 between 12.00 noon and 1.00pm through Online mode. IQAC Coordinator elaborated on the following points during the meet.

- **CO-PO-PSO-PEO mapping and implementation aspects**
 - Reports to be prepared and submitted by IQAC member of the department
 - Report should include Draft version, presentation session, Review I & II, Updation & Final version of Course articulation matrix, CAP, COAM, APQM, Odd semester courses – programme articulation matrix
 - CO-PO-PSO-PEO mapping -Final version to be finalized at department level and approved.
 - Department level completion should include
 - POWise – Competency – Performance indicators
 - Coursewise – Course articulation matrix, COAM, APQM
 - III, V, VII sem courses – Programme articulation matrix
 - Course plan for odd semester courses should include video lecture for all units.
 - Course plan should be updated (ie inclusion of course articulation matrix, COAM, APQM) and hardcopy to be verified by HoD and approved by PRL, to be filed in course plan
 - **Deadline for the completion of the above activities : 12.12.20**
- **Bloom Taxonomy – Internal Staff seminar**
 - PAC member / IQAC member of the department should organize internal seminar session on Bloom Taxonomy
 - Presentation to include sample papers covering theory based, problem based courses (2+2)
 - Ample examples for all levels to be covered.
 - Seminar report to be submitted. **Deadline : 09.12.20.**
- **Inclusion of Video Lecture session in Course Plan, Revision of Course plan & Question bank structure**
 - Course incharges to promote Lecture video sessions. Video sessions shall be planned for important topics of each unit.
 - Minimum of 2 video lectures to be planned for every unit.
 - Internal staff workshop session is planned to train faculty members on preparing Video Lecture session. Mr. Aswin/Mech will handle the session. **Workshop is scheduled on : 02.12.20.**
 - Structure of Course plan & Question bank for courses will include CO, BT level from forthcoming 2020-21 even semester onwards. Template will be circulated shortly.

- **AQAR preparation – Department level data submission**
 - AQAR preparation work in progress. Department level data is sought as per DVV template.
 - **DVV preparation & deadline : 04.12.20**
- **IITB, Spoken tutorial schedule**
 - Due to commencement of academic year 2020-21 ODD semester from Aug'20 due to covid and short schedule, Spoken tutorial sessions are planned after model exams.
 - II Year Database was submitted by ECE department – IQAC member. Other departments to submit details for STTP plan
 - **I year IQAC member to collect details and submit within 20.12.20.**
- **Vishwakarma Award – Project proposal**
 - All Engg. Branch IQAC members will guide and coordinate submission of proposal for Vishwakarma Award.
 - Departments to give title, theme details to IQAC coordinator within **next 3 working days.**
- **Institute Level responsibilities – coordination from department members**
 - IQAC member of every department to coordinate and guide members in all institute level initiatives related to data collection, reports, quality initiatives. Necessary coordination and dissemination of details to be done by IQAC department level member.
- **Exit survey -2020 passedout**
 - Exit survey on institute level initiatives and support from 2020 passedout is in process. Few students are yet to give their feedback. Names of students were circulated for reference. **Members to insist students to complete within next 2 days.**
- **Entry Level analysis -2020-21 batch**
 - **Entry level analysis for 2020-21 batch is planned through online mode. Date of the activity : on or before 05.12.2020 .**
- **Swayam / NITTR/ ATAL courses**
 - ECE department staff had undergone 2 SWAYAM, NITTR courses. Similarly in CIVIL & EEE few faculty had undergone 2 courses.
 - Student SWAYAM course status – course progress screenshots & online exam registration status to be submitted on **03.12.20.**
 - ATAL courses are also undergone / registered by all department faculty. Reports to be submitted upon course completion.
 - Staff enrichment initiatives summary report(Apr'20-Aug'20) – to be submitted on **05.12.20.**

Members present : CIVIL,ECE,EEE,MECH,S&H IQAC members

K. S. Rao 27/11/20
IQAC Coordinator

J. R. Ramesh 27/11/2020.
PRINCIPAL



ACADEMIC YEAR – 2020-21 (ODD sem)

Staff Council Meeting-VI

Minutes of Meeting

11.12.2020

Principal convened **Staff Council meeting VI** for the academic year on **10.12.2020** between **2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

Agenda

- **UG Plan for IV year classes & PG II Year classes (Time-table & modalities)**
 - Project work
 - MCC (Swayam)
 - Industrial training – project specific area (online mode preferably)
- **Subject allocation & workload (Even semester) – Higher classes**
- **Mini-project work plan**
- **Course Plan & Question Bank – structure revision**
- **Exit Survey report**
- **Expert Video sessions (SIP) – II Year classes**
- **NAAC accreditation preparatory works**
 - status of work
 - plan of action
- **Fee collection status**
- **Department Target**
 - ODD semester (Target VS Execution)
 - Even semester (Target)
- **Plan of activities (including institute level responsibilities)**
 - Odd semester (Target VS execution)
 - Even semester (Plan)
- **Other (if any)**

Principal re-insisted on the issues discussed to strengthen academic quality (circular dt.9.9.20). In-charges were directed to execute their responsibilities and meet the set target for the activities.

- Add-on courses like SWAYAM course completion by students to be tracked. For I year classes UHV module to be covered during weekends.
- Worksheets designed for Aptitude skill to be completed and tests to be given for students.
- Promotion of experiential learning for courses to be made inclusive for all courses.
- Facility established for Video Lectures to be utilized by staff members. Staff video lecture sessions will be posted at college youtube channel.
- Eminent expert lecture sessions organized as a part of SIP to be shared among II year students.
- Curriculum based feedback to be obtained from eminent alumnus.]

- Proposal for endowment fund based project work to be submitted by respective in-charges. Project to be completed as per schedule.
- Staff publications to be strengthened. Faculty completed Ph.D and pursuing Ph.D to involve meticulously in journal publications with impact factor as mandatory. Other members also to involve in publication initiatives. Staffs should also aim for Book/ book chapter publications.
- Initiatives to be made towards ISO certification.
- Basic computing skills training to be completed through online mode for all students.
- Life skills, Health awareness programmes etc. to be organized for all classes.
- Annual programme on professional ethics and code of conduct to be organized. Programmes promotive student creativity, cultural to be organized.
- Programmes to be organized for Administrative, technical staff.
- Departments to concentrate on GATE enrolment, participation, Scores for the forthcoming batch onwards.
- Department level initiatives towards linkages/ collaborations / MoUs to be made.]

Mini-project work plan

Mini-project work should be planned and executed for all III year classes. II year students shall also be encouraged. Project work report to be submitted at end by all batches. Mini-Project work expo to be planned at department level.

Course Plan & Question Bank – structure revision

Revised course plan & question bank template was circulated . Course Assessment Plan, Course Outcome Alignment Matrix, Assessment Paper Quality Matrix, Bloom Taxonomy level against questions are included in the revised structure.

Exit Survey report

Exit Survey report (2019-20 batch) was briefed by Principal. Student Opinion and feedback about Infrastructural facilities, Teaching-Learning-Assessment practices were covered in the questionnaire. Report enclosed.

Expert Video sessions (SIP) – II Year classes

Expert Lecture sessions streamed live through KINGS youtube channel during Student Induction Programme. Video links shall be shared to II year classes as eminent academicians and experts delivered excellent motivational, thought provoking sessions during SIP schedule.

Others

- **Value Added Courses** recommended & framed by the departments of Civil, CSE, ECE, EEE, Mechanical are approved by Anna University and listed at AU website. VAC framed departmentwise are:

Civil	- Construction Technology
CSE	- VB .NET
ECE	- Realtime Electronic System Design
EEE	- Advanced Solar Energy Technologies
MECH	- Energy Resources Management.

Departments are appreciated for their efforts and is a credit to the members involved.

Members present

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator

J. Ramakrishna
14/12/2020

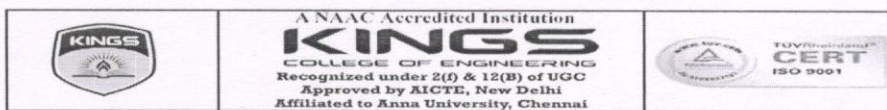
PRINCIPAL

ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(09.12.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Seivi	Principal	J. Arputha Vijaya Seivi 09/12/2020
02	Dr.S.Sivakumar	VP	S. Sivakumar 9/12/2020
03	Dr.T.Shanthi	Project Officer	T. Shanthi 9/12/2020
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 09/12/2020
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 9/12/2020
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi.N 9/12/2020
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 9/12/2020
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 9/12/2020
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 9/12/2020
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 9/12/2020
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 9/12/2020
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 9/12/2020
13	Ms.R.Ponni	ISO Coordinator	R. Ponni 9/12/2020



ACADEMIC YEAR 2020 - 2021 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

20.01.2021

Minutes of MoM

IQAC meeting for the month of Jan'2021 was held on 19.01.2021. IQAC coordinator briefed on the initiatives planned for the month.

- **Spoken Tutorial workshops** will be organized as per schedule planned. Workshop AV files were posted at Google classroom. Department members to post the respective files at classroom group. Google meet based introductory session on the workshop will be made and student attendance will be recorded. **Reports to be submitted by IQAC members within a week on completion.** For I Year classes, workshop will be planned during Feb'21. Student database to be submitted for registration.
- Report on **Virtual Lab sessions** organized for ODD semester to be submitted. Members to plan virtual lab session for even semester. **PCE activity** shall be planned utilizing Vlab session and the evaluation component of experiments. Including I year, for all classes Virtual lab sessions to be planned (either mapped with courses offered during even sem/ unmapped titles)
- **Department activity report (1920-21-Even sem)** to be submitted before 25.01.21.. Activity report for the period **2020-21-ODD semester** to be submitted by departments before 10.02.2021.
- **Alumni feedback on curriculum** to be completed and report to be submitted. **Deadline 27.02.2021.**
- **Meeting will be organized** to discuss about **NAAC File works on 23.01.2021 by 2.00pm at Pallava Hall.** All NAAC task force members, senior members are requested to attend meeting. Other members are also invited to attend. **File Audit will be planned during 4th week of Feb'21.**
- **Briefing on Best Practices** of the department was made. Departments were requested to strengthen the practice and substantiate with appropriate records.
- **CO-PO-PSO-PEO mapping & Course Articulation matrix for Even semester courses** report submission **deadline :10.02.2021**

K. Allee 20/1/21
IQAC COORDINATOR

J. R. Ramesh
20/1/2021

PRINCIPAL



ACADEMIC YEAR – 2020-21 (EVEN sem)

IQAC

SPOKEN TUTORIAL WORKSHOP PLAN

Department	Year		
	II Yr. 19	III Yr. 18	IV Yr. 21
CIVIL	GIMP *	Blender *	Blender
CSE	PHP MySQL	Blender	Latex
ECE	GIMP	Latex	eSim
EEE	eSim *	eSim *	GIMP
MECH	GIMP	Blender	Blender

Course Description

Course	Application
GIMP	Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of Photoshop .
Blender	Open source equivalent to Maya and 3DMax. Useful to create 3D Animation for Architecture & Animation students
PHP My SQL	Package for developing interactive websites and establishing back-end connectivity with a database - Famous websites using PHP include Facebook, Google, and Wikipedia
Latex	LaTeX is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/publishing documents from science/ arts/ commerce fields.
Arduino	Arduino is open source hardware, software and micro-controller based kit. It is used for building digital devices and interactive objects that can sense and control physical devices
eSim	eSim (previously known as OScad / FreeEDA) is an open source EDA tool for circuit design, simulation, analysis and PCB design. It is an integrated tool built using open source software such as KiCad

Schedule

20.01.2021 & 21.01.2021 - II Year classes
21.01.2021 & 22.01.2021- III Year classes
22.01.2021 & 23.01.2021- IV Year classes

Note :

1. Workshop content (AV files) will be posted at Google classroom. IQAC department members to ensure students download files and ready to undergo workshop.
2. IQAC department members to ensure students are undergoing workshop on the scheduled days and submit report.

K. Alleeo 18/1/2021
IQAC COORDINATOR

J. Praveen
18/1/2021
PRINCIPAL



ACADEMIC YEAR 2020-21

IQAC Department Members Meeting

Meeting Attendance – Jan'21

IQAC Members	Signature
Mr.K.Arun/Civil	<i>K.Arun</i> 19/1/21
Mr.R.SriramKumar/CSE	<i>R.SriramKumar</i> 19/1/21
Ms.D.Vennila/ECE	<i>D.Vennila</i> 19/1/21
Mr.S.R.Karthikeyan/EEE	<i>S. R. Karthikeyan</i> 19/01/2021
Mr.M.Aswin /Mech	<i>M.Aswin</i>
Mr.G.Jeyakrishnan/Maths(S&H)	<i>G.Jeyakrishnan</i>
Ms.K.Abhirami	
PRINCIPAL	



ACADEMIC YEAR – 2020-21 (ODD sem)
Staff Council Meeting-VII
Minutes of Meeting

07.01.2021

Principal convened **Staff Council meeting VII** for the academic year on **06.01.2021** between 2.00 pm and 4.10 pm at Conference Hall with the following agenda.

Agenda

- | | |
|--|---|
| <ul style="list-style-type: none"> • Department Target & Action Plan • UG – IV Year classes <ul style="list-style-type: none"> ○ Project review report ○ Absentee followup • I Year classes(UG) <ul style="list-style-type: none"> ○ CAT –I performance analysis ○ Class committee meeting report ○ Counseling report ○ Absentee followup | <ul style="list-style-type: none"> • PG-I Year classes activities • Preparatory works - II, III year classes • Tracking of Add-On Courses execution • Action Plan & Execution – all incharges (department & institute level) • T&P activities • Fee collection status • Other (if any) |
|--|---|

Principal appreciated the in-charges of the following initiatives that were made during the month of Dec'20.

- MoU with Three Dots Innovation LLP, Thanjavur on 29.12.2020. MoU executed will facilitate R&D projects, Student project works, converting product ideas into real time products, technical training etc.
- Women's Cell & POSH Cell webinar on "Gender Sensitization", by Dr.N.Manimekalai, Director & Head, Department of Women studies, Bharathidasan University, Trichy on 27.12.20
- ISTE staff chapter webinar on "Outcome Based Teaching Learning", by Dr.K.S.Giridharan, ASP, Department of Engineering Education, on 29.12.20
- POSH Cell & Women's Cell webinar on "Sexual Harassment Awareness and Prevention" on 29.12.20 by Tmt.P.Sudha, Secretary/Sub Judge, District Legal Services Authority, Thanjavur.
- Academic Center status has been granted by IIT, Bombay for initiating Spoken Tutorial Training, a part of National Mission on Education through ICT, MHRD, Govt. of India.

Department Target & Action Plan

Departments to include individual target assigned during Staff Review Meet. Swayam/NPTEL courses, Book publication, Consultancy initiatives, Industry linkages, Research initiatives to be included in appropriate column in the format. Book publication initiatives will be coordinated by Dr.S.Sivakumar, Vice-Principal. Updated Department target and action plan to be submitted by all departments.
Deadline : 11.01.2021.

Members present

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator

J. Monisha
07/04/2021

PRINCIPAL

ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(06.01.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal	<i>J. Arputha Vijaya Selvi</i> 6/1/2021
02	Dr.S.Sivakumar	VP	<i>S. Sivakumar</i> 6/1/21
03	Dr.T.Shanthi	Project Officer	<i>T. Shanthi</i> 6/1/20
04	Ms.R.Revathi	HOD/Civil	<i>R. Revathi</i> 6/1/21
05	Dr.S.M.Uma	HOD/CSE	<i>S. M. Uma</i> 6/1/2021
06	Ms.Mangaiyarkarasi.N	HOD/ECE	<i>M. Mangaiyarkarasi.N</i> 6/1/2021
07	Dr.Albert Martin Ruban	HOD/EEE	<i>A. Martin Ruban</i> 6/1/21
08	Dr.T.Pushparaj	HOD/MECH	<i>T. Pushparaj</i> 6/1/21
09	Dr.V.Sureshkumar	HOD/S&H	<i>V. Sureshkumar</i> 6/1/21
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	<i>T. Gnanajeya</i> 6/1/2021
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	<i>R. Sundara Moorthi</i> 6/1/2021
12	Ms.K.Abhirami	IQAC/Coordinator	<i>K. Abhirami</i> 6/1/21
13	Ms.R.Ponni	ISO Coordinator	-



**ACADEMIC YEAR 2020-21 (EVEN SEMESTER)
INTERNAL QUALITY ASSURANCE CELL**

26.02.21

Minutes of Meeting

IQAC meeting for the month of Feb'21 was held on 25.02.21 between 12.45pm and 2.00pm. Agenda for the meeting was NAAC file works, Department Best Practices, ICT in TLP tracking, Action Plan and Target submissions. All department members attended the meeting. IQAC coordinator briefed on the following point during the meeting.

Promotion of ICT in TLP

- Virtual Lab session
Virtual lab sessions on identified topics to be planned and executed for all classes. IQAC member of the department to ensure completion of the activity. Advanced lab experiments, simulation based experiments shall be covered. Report comprising experiment details, objective, session snapshot, evaluation marks to be submitted by semester end.
- NPTEL session
Report on planned NPTEL session for the course topics to be completed by all. Report with session photo, evaluation to be made.
- CBTs, Lecture Video session, Simulation based exercises to be promoted by course in-charges and make Teaching-learning process effective.

CO-PO-PSO-PEO

- Session on PO-PSO-PSO-PEO, revised Qbank, Courseplan structure is planned for all classes. Students are to be given insight into course Objective, outcome by the course in-charges.

NAAC File works

- As per the schedule of file audit, file verifications will be held. Course file contents for 2020-21 odd semester courses shall include softcopy of course plan, e-material, qbank, screen shot of student assignments, PCE activity proofs.

GATE courses

- For the courses included at GATE exam syllabus, Course in-charges shall orient students during course introductory session. Topicwise GATE questions and solutions shall be made as PCE activity for advanced / aspiring students. Suitable materials shall be posted at Google classroom.

PCE Skills

Student Centric activities as planned by course instructors are to be executed in a paced manner. Briefing of PCE activities was recapped to members. Specific highlights

- Usage of journal papers by students. Centralized library journal subscriptions to be referred. Advanced learners shall be grouped and advised for project works, paper publications referring the journal publications.
- Mindmap, Concept map for topics shall be prepared by course in-charges. Online tools shall be used for preparing.
- Picture prompt activity, Debate sessions shall be planned by English course in-charges.
- Planning activities shall be allotted for MBA, CIVIL courses / as applicable.
- Ethical, moral values to be imbibed as a part of delivery and practices.
- Design exercises for circuit based courses shall be assigned.
- Session snapshots shall be taken for Role play, Picture prompt, presentation sessions.

Any other innovative approach shall be adopted by all course in-charges. Innovative teaching learning practice with impact shall be practiced by all. New approach practiced by faculty is given due credits at faculty appraisal process.

Stakeholder interaction forms (revised version)

Revised version of stakeholder interaction forms will be utilized as per the schedule of interaction.

Department Target VS Achieved submission

Analysis report on action plan VS achieved will be submitted.

Monthly report of department activity

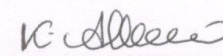
Programme organized by the departments are publicized at our college youtube channel. In this regard, programme title, date, resource person, beneficiaries, photo eventwise softcopy is sought. Monthly submission (softcopy) to be coordinated by IQAC member **(submission of 1st week Wednesday of every month)**

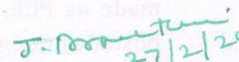
Best Practices

It was insisted to strengthen department level student support activities, enrichment activities, practices. This will promote unique efforts made by the department in addition to centralized activities. Such activities with impact shall be highlighted as department best practices. **IQAC members to submit report on Best Practices of respective department during Mar'21 meeting (report should include objective, about the practice, outcome).**

AQAR preparation

IQAC members to coordinate department level data compilation part for AQAR preparation. Deadline : AQAR for the year 2018-19 is 5.3.21 and for the year 2019-20 is end of Mar'21.

 26/2/21
IQAC COORDINATOR

 27/2/2021
PRINCIPAL



ACADEMIC YEAR 2020-21

IQAC Department Members Meeting

Meeting Attendance – Feb'21

IQAC Members	Signature
Mr.K.Arun/Civil	<i>K. Arun</i> 25/02/2021
Mr.R.SriramKumar/CSE	<i>R. Sriram Kumar</i> 25/2/21
Ms.D.Vennila/ECE	<i>D. Vennila</i> 25/2/21
Mr.S.R.Karthikeyan/EEE	<i>S. R. Karthikeyan</i> 25/2/21
Mr.M.Aswin /Mech	<i>M. Aswin</i>
Mr.G.Jeyakrishnan/Maths(S&H)	<i>G. Jeyakrishnan</i> 25/2/21
Ms.K.Abhirami	
PRINCIPAL	



ACADEMIC YEAR – 2020-21
Staff Council Meeting-VIII
Minutes of Meeting

04.02.2021

Principal convened **Staff Council meeting VIII** for the academic year on **03.02.2021** between 2.00 pm and 4.10 pm at Conference Hall with the following agenda.

Agenda

- | | |
|---|--|
| <ul style="list-style-type: none"> • Even semester – preparatory works (I year – III year) <ul style="list-style-type: none"> ○ Class rooms & labs readiness ○ Learning materials ○ Time-table ○ Video-Lectures • I Year classes <ul style="list-style-type: none"> ○ Revision Phase-I plan ○ CCM report • IV Year classes <ul style="list-style-type: none"> ○ Syllabus completion | <ul style="list-style-type: none"> ○ Project review schedule • T& P training & activities • AU report submissions <ul style="list-style-type: none"> ○ Industrial / Practical Training, Summer Project, Internship • NAAC accreditation works <ul style="list-style-type: none"> ○ File Audit plan ○ Strengthening initiatives • Fee payment status • Other related matters |
|---|--|

Principal appreciated the in-charges of the following initiatives that were made during the month of Jan'21.

- **Webinar on Patents and Trademark on 19.01.21**, Dr.A.Balaji Ganesh, Dean Research, VEC, Chennai **organized by R&D and IIC.**
- **IIT, Bombay Spoken Tutorial Workshops** for II year, III Year and IV classes **(online mode) organized by IQAC during Jan'2021.** Two workshop per class were organized for all classes on different dates.
- **Series of Webinar series organized by IIC during 22-25 Jan 2021**
 - **Design Thinking, Critical Thinking and Innovation Design** by Mr.S.Mukeshwaran, ARJCET, Manarkudi
 - **Awareness talk on Entrepreneurship** by Mr.E.Kishorekumar, KAM Motors, Thanjavur
 - **Entrepreneurship Development Phases** by Mr.M.Martin, IEDP-EDII, Sastra University, Thanjavur.

Video-Lectures

- **Video Lecture session** for even semester courses to be completed by the end of Feb'2021. Links to the lecture sessions will be made available at college website.

T&P training & activities

Exclusive training sessions are planned for IV year students during 22.02.2021 to 26.02.2021. 2 days of technical training is planned for all classes.

NAAC accreditation works

File Audit plan

Strengthening initiatives

IQAC coordinator detailed on the Criterionwise strengthening aspects. Areas to be concentrated to raise the quality aspects were discussed. **Meeting is planned on 06.02.2021 at Pallava Hall at 10.30 am. All staff members to attend the session.** File audit plan will be made at the end of the meeting. Department level budget to be submitted to Project officer on or before 08.02.2021.

- **Proposals for SWAYAM-MOOC new online courses has been made by MHRD. Skill based courses and other non-formal educational courses can be proposed. Introductory video shall be submitted as per the guidelines by the faculty members.**
- **Enrolled SWAYAM/NPTEL courses** to be completed by all students and staff members. Necessary followup to be made by the in-charges. Staff and students to enroll using our **KINGS local chapter id : 4234**
- **ISTE staff chapter** will organize **Orientation programme** for newly organized staff members. Session on Vedic maths is also planned.
- **Thought for the Day video at our KINGS youtube channel has received appreciation from Alumni. Efforts by all the members were appreciated and to be continued.**

Members present

VP

HODs CIVIL, CSE, ECE, EEE, MECH, S&H

Project Officer

Academic Coordinators - S&H, EEE

IQAC Coordinator

22

J. R. Ramesh
4/2/2021

PRINCIPAL



ACADEMIC YEAR 2020-21

STAFF COUNCIL MEETING

Attendance(03.02.2021)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal	J. Arputha Selvi 3/2/2021
02	Dr.S.Sivakumar	VP	S. Sivakumar 3/2/2021
03	Dr.T.Shanthi	Project Officer	T. Shanthi 3/2/2021
04	Ms.R.Revathi	HOD/Civil	R. Revathi 3/2/2021
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 3/2/2021
06	Ms.Mangaiyarkarasi.N	HOD/ECE	M. Mangaiyarkarasi.N
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 3/2/21
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 3/2/2021
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 3/2/2021
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 3/5/21
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 3/2/2021
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 3/2/21
13	Ms.R.Ponni	ISO Coordinator	—



ACADEMIC YEAR 2020-21

IQAC Department Members Meeting

Session on Strengthening of Curriculum Enrichment

Meeting Attendance - 18.3.21

IQAC Members	Signature
Mr.K.Arun/Civil	<i>K. Arun</i> 18/3/2021
Mr.R.SriramKumar/CSE	<i>R. Sriram Kumar</i> 18/3/21
Ms.D.Vennila/ECE	<i>D. Vennila</i> 18/3/21
Mr.S.R.Karthikeyan/EEE <i>J. Arathi & Raj / EEE</i>	<i>S. R. Karthikeyan</i> 18/3/21
Mr.M.Aswin /Mech	<i>M. Aswin</i> 18/3/21
Mr.G.Jeyakrishnan/Maths(S&H)	<i>G. Jeyakrishnan</i> 18/3/21
Ms.K.Abhirami	<i>K. Abhirami</i> 18/3/21
VICE PRINCIPAL	<i>V. Prasad</i> 18/3/21
PRINCIPAL	<i>J. Prasad</i> 18/3/2021

Mr. P. RAJA PIRAN.

Dr. P. P. Shantharaman / Mech.

P. P. Shantharaman
18/3/21

P. P. Shantharaman
18/3/21

ACADEMIC YEAR 2019-20 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

ACTION PLAN

JULY	
Activity	Objective
AQAR submission (2018-19)	Self-evaluation cum submission mandate of NAAC
Department activities report (2018-19)	Overall Progression identification
Scheduling of Programmes 1. Spoken Tutorial workshop (Students, Staff) 2. Virtual Lab session	Promotion of Technical skills & ICT enabled session
Tracking of 1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation 2. SWAYAM & NPTEL course registrations (staff & students)	
Internal Staff Seminar 1. Department target VS attainment 2. Learning outcome attainment	1. Academic progression identification 2. LO based presentation analyzing student potential aiding in academic plan
August	
Conduct of Spoken Tutorial Workshop (IV, III, II Yr. classes)	Technical Skill enrichment for students
Virtual Lab Sessions	Content Beyond syllabus for lab sessions
September	
Stakeholder interaction Session by renowned Alumni	Sharing of experience by Alumni by students and guidance
October	
Sponsored workshop on Quality	Staff enrichment on quality aspects
Programme Advisory Committee review report	Progression & Collaboration initiative
November	
Internal seminar session enhancing use of technology in teaching	Promotion of use of technology in teaching-learning practices
December	
Analysis reports • Stakeholder interactions • Student achievements • Staff achievements • Department progression	Identification of current status, aiding for future plan

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener' / incharges action plan and execution

K. Chellappa 30/6/19
 IQAC COORDINATOR

J. Muthu
 14/1/19
 PRINCIPAL



8.07.2019

Academic Year 2019-20 (ODD Sem)

IQAC MEETING

Minutes of Meeting

IQAC Meeting for the month of JULY'19 was held on 5.7.19 at CSE Lab between 12.30 pm and 1.30pm. IQAC Coordinator thanked members for their support in all the initiatives and sought similar support for the academic year too. Briefing on the action plan for the ODD semester, members were requested to initiate activities and complete as per deadline. The following points were discussed during the meeting.

AQAR Submission (2018-19)

Online submission of AQAR for the year 2018-19 will be made. Members were requested to track department activities report and submit activity reports on time.

Planning & Execution

- Spoken Tutorial (Tutorial & Test)
- Virtual lab session
- NPTEL session tracking
- SWAYAM certification courses (Staff & Students)

Members are requested to plan and coordinate the listed regular activities. 2 hours for tutorial and 1 hour slot for test is required for completion of planned spoken tutorial titles.

Department	II Yr	III Yr	IV Yr
CIVIL	QCAD	Inkscape	Latex
CSE	Linux, Ubuntu	Java	Drupal
ECE	Scilab	Latex	Latex
EEE		OSCAD	
MECH	Scilab	Openfoam	Latex

Internal staff seminar / workshop session

Members to organize seminar/workshop on quality improvement titles internally. Steps will be taken to organize institute level programme and sponsored programme. LO attainment analysis also to be presented during the session for every semester. Accordingly student progression tracking and planning shall be made.

Support for Department Target setting process

Members to support in quality improvement steps for the department. PAC member of the department shall be supported by the IQAC member. Members are requested to discuss about the progression made by the department for the previous year and accordingly set target for the year. IQAC member to support in department target setting process and attainment.

Members present

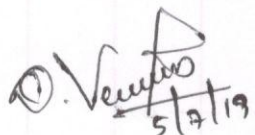
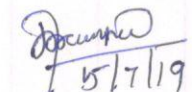
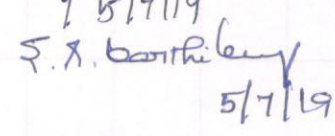
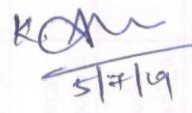

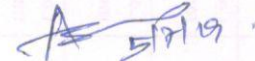
Civil, CSE, ECE, EEE, MECH, S&H

K. Abhee 8/7/19
IQAC Coordinator

J. Ananthan 8/7/19

IQAC Meeting - July'19

Attendance.

S.No	Staff Name	Signature
1.	D. VENNILA, AP/ECE	 5/7/19
2.	R. SRIRAMKUMAR, AP/CSE	 5/7/19
3.	S. R. KARTHIKEYAN AP/EEE	 5/7/19
4.	ARUN K, AP/CIVIL	 5/7/19
5.	G. Jayakrishnan, AP/Maths	
6.	ASWIN . M, AP/Mech	 5/7/19



ACADEMIC YEAR – 2019-20 (ODD sem)
Staff Council Meeting-I
Minutes of Meeting

19.06.2019

Principal convened **Staff Council meeting I** for the academic year on **19.6.2019** between **11.00 am and 1.00 pm** at Conference Hall with the following agenda.

- Academic Target (Department, Institution)
- Department preparatory works status (by HoDs)
 - Academic readiness (including laboratory)
- Action Plan & Followup (Curricular, Co-curricular, Extra-curricular activities)
- Institute Level Programmes for the year
- Internal Assessment, Remedial measures plan
- Industry training & linkages
 - IHT report
 - FVFS report
 - Department level initiatives
- Faculty enrichment initiatives (NITTR programmes, FDPS etc.)
- Faculty research & publication initiatives
- Mentoring System effectiveness
- Other related matters.

Action Plan & Followup (Curricular, Co-curricular, Extra-curricular activities)

- Department in-charges for the activities will submit action plan on **01.07.19**. HoDs to ensure completion of planned activities.

Faculty enrichment initiatives (NITTR programmes, FDPS etc.)

- Faculty members to involve in updating their knowledge and technical skills through participation in various programmes including ICT mode.
- Details of SWAYAM courses undergone by faculty for previous academic year to be submitted on **01.07.19**. Also, members to aim for certified courses.

Faculty research & publication initiatives

- To strengthen faculty research and publication, Research Committee is reconstituted with HoDs as members.
- Departments to aim for quality publications and also submit research proposals. Monthly research committee meeting will be held.

Preparations for progressive NIRF ranking

- Score for the criteria Teaching, Learning & Resources criteria is fared well. Criterion Research & Professional Practice and Outreach & Inclusivity to be strengthened. Hence, departments to concentrate rigourously on these areas.
- **Value Added Course guidelines** were detailed by Principal. Approval for the courses were received for CIVIL, CSE, EEE departments. Committee to be comprised as per guidelines and submitted to Principal's office on **01.07.19**.
- **Learning Outcome attainment** report based presentation to be planned as Internal staff seminar during next week. Analysis on student performance to be made during the presentation.

Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator

MECH

EEE – M. S. R. d. f.
20/6/19

Mech – B. Kal

S. R. R. R. R.
19/6/19



KINGS
COLLEGE OF ENGINEERING
(N.A.C. Accredited Institution)
(Approved by AICTE, New Delhi, Affiliated to
Anna University, Chennai)



TÜV Rheinland
CERT
ISO 9001

ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING(19.06.19)

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha 19/6/19.
02	Dr.S.Sivakumar	VP	SS 19/6/19
03	Dr.T.Shanthi	Project Officer	T. Shanthi 19/6/19
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 19/6/19
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 19/6/19
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi 19/6/19
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 19/6/19
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 19/6/19
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 19/6/19
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 19/6/19
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 19/6/19
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 19/6/19



12.08.2019

Academic Year 2019-20 (ODD Sem)

IQAC MEETING

Minutes of Meeting

IQAC Meeting for the month of AUGUST'19 was held on 9.8.19 at CSE Lab between 12.30 pm and 1.15pm.

Initiatives towards Department activity tracking, conduct of Virtual lab session, ICT enabled classes, SWAYAM course enrolment by faculty and students was made by all departments. Internal seminar to be conducted.

Spoken Tutorial workshop was completed in all departments, online test has to be planned. Members to submit database of II year students for enrolment.

Members to identify / recommend resource person for the **Quality Improvement seminar / workshops**.

Entry Level Analysis for the batch 2019-23 was made. Branchwise student academic potential based on cutoff marks and entry level screening was made.

NPTEL session effectiveness to be tracked. Evaluation component for virtual lab sessions and NPTEL certification courses to be encouraged among staff and students.

Internal assessment question paper shall include book exercise of the recommended text books / reference books. Standardized application based questions to be practiced during classes and included in internal assessments.

Usage of Google classroom and PCE skills was discussed among members. ICT enabled tools shall be utilized to create interest among students and gain skills. Suggested PCE skills listing was briefed. Effective introduction of PCE skills was discussed. Members to motivate similar efforts by department members too.

Members present



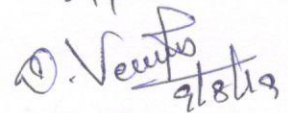

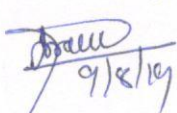
Civil, CSE, ECE, MECH, S&H

K. S. S. S. 12/8/19
IQAC Coordinator

J. D. D.
12/8/19

9/8/19

IQAC Meeting - II

Staff Name	Signature
① Aswin . m , AP/MECH	
2) Arun . k , AP/civil	 09/08/19
3) D. VENNILA , AP/ECE	 09/08/19
4. Gt. Jayakrishnan, AP/Maths	 09/08/19
5. R. Srimanikumar AP/CSE	 09/08/19



**ACADEMIC YEAR – 2019-20 (ODD sem)
Staff Council Meeting-II
Minutes of Meeting**

21.08.2019

Principal convened **Staff Council meeting II** for the academic year on **20.08.2019** between **2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- 2019-2023 Batch Student Induction Programme
- Analysis reports
 - Assessment test report – I (higher classes), remedial measures – scheduling (if any)
 - Academic Target (Department, Institution) – completion, plan status
 - In-House-Training report
- Stakeholder interactions
 - Class committee meeting report
 - Counseling report
- Forthcoming Institute Level Programmes
 - Technical sessions inviting eminent experts
 - International conference initiatives
- Industry training & linkages
 - MoU with industries
 - Industrial visits
- R&D proposals and initiatives – (AICTE-MODROBS, UGC-STRIDE)
- Other related matters

Academic Target (Department, Institution) – completion, plan status

- Academic target set by the Department to be attained. Hence, as per action plan of the activities, members should involve and achieve it.
- Department level review will be made by HoDs every month. This review will aid in performance appraisal of the staff. Parameters for the review includes academic load, technical events, department level contributions, institute level contributions, staff enrichment initiatives etc. Format for the review is available at EDUMATE dashboard.
- 5th hour, allotted as additional slot for tough subject, to be utilized effectively.

Academic Target (Department, Institution) – completion, plan status

- Academic target set by the Department to be attained. Hence, as per action plan of the activities, members should involve and achieve it.
- Department level review will be made by HoDs every month. This review will aid in performance appraisal of the staff. Parameters for the review includes academic load, technical events, department level contributions, institute level contributions, staff enrichment initiatives etc. Format for the review is available at EDUMATE dashboard.
- 5th hour, allotted as additional slot for tough subject, to be utilized effectively.

Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator

J. Manjunath
23/8/19

PRINCIPAL



ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	
02	Dr.S.Sivakumar	VP	
03	Dr.T.Shanthi	Project Officer	- OD -
04	Ms.R.Revathi	HOD/Civil (in-charge)	 20/8/19
05	Dr.S.M.Uma	HOD/CSE	
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	
07	Dr.Albert Martin Ruban	HOD/EEE	
08	Dr.T.Pushparaj	HOD/MECH	
09	Dr.V.Sureshkumar	HOD/S&H	
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	
12	Ms.K.Abhirami	IQAC/Coordinator	

ACADEMIC YEAR 2019-20

2019-23 BATCH – STUDENT INDUCTION PROGRAMME - SCHEDULE

DAY – 1 07.08.19 - WEDNESDAY – INDUCTION PROGRAMME COMMENCES			
9.30-10.45 AM	11.00-12.30 PM	1.15-2.45 PM	3.00-4.30 PM
Inaugural Function - Institute Level Orientation – KCE Highlights & Practices Incharge – Dr.V.Suresh Kumar, HoD/S&H Ms.T.Gnanajeya, Academic Coordinator /I Yr. (Venue – Chera Hall)	“Scope & Opportunities for Engineers” – Motivational session 1 By Dr.S.Sivakumar VP & Head-T&P (Venue – Chera Hall)	Motivational Video Session 1 By Ms.K.Abhirami/ CSE Mr.B.Suresh Babu/T&P	Physical Activity (Sports) Girls, Boys separately (Indoor, Outdoor games) By Dr.D.Suresh, Physical Director (Venue – Chola Hall – Indoor games Ground – Outdoor games)
DAY – 2 08.08.19 - THURSDAY – INDUCTION PROGRAMME – REGULAR PHASE			
Literary Activity-Communication & Presentation Skills (Audio-Video based) Team – 1 Dr.Sengutuvan/Eng. (Venue-Chera Hall) Entry Level Analysis Profile Screening Team- 2 (CSE Lab- I, II) Ms.K.Abhirami/CSE	Literary Activity-Communication & Presentation Skills (Audio-Video based) - Team 2 Ms.C.Jansirani/Eng. (Venue-Chera Hall) Entry Level Analysis Profile Screening Team- 1 (CSE Lab- I, II) Ms.R.Sugantha Lakshmi/CSE	Industrial Visit Visit to Indian Institute of Crop Processing Technology (IIFPT), Thanjavur.	
DAY – 3 09.08.19 - FRIDAY – INDUCTION PROGRAMME –			
EMINENT EXPERT & ALUMNI SESSION			
“Train your Brain” by Dr.B.Balamurugan, Asst.Prof/ Research Dept. of Economics HH The Rajah’s College (Autonomous), Pudukottai (Venue - AV Hall)		Student-Facilitator Introduction & Meet Identified team (Venue –Library Ground floor, First floor)	“Industry Expectations and Opportunities” by KCE Alumnus Incharge- Mr.P.Rajapirian/ECE & Department Alumni coordinators (Venue - AV Hall)

DAY - 4 13.08.19 - TUESDAY - INDUCTION PROGRAMME - REGULAR PHASE			
Proficiency Module- Basic Computing Skills Lab Session - MS Word, Powerpoint, Browsing skills (Team-1) Incharge- Ms.R.Suganthalakshmi /CSE (Venue - CSE Lab- I, II) Sr.Faculty Interaction session- Team-2 Mr.P.P.Shantharaman /Mech Ms.R.Ponni/ECE (Venue-Chera Hall)	Proficiency Module- Basic Computing Skills Lab Session - MS Word, Powerpoint, Browsing skills (Team-2) Incharge Ms.S.Puvaneswari /CSE (Venue -CSE Lab- I, II) Sr.Faculty Interaction session- Team-1 Mr.R.Sundaramoorthy /EEE Mr.K.Arun/CIVIL (Venue-Chera Hall)	Cultural Show by FAA Incharge - Mr.R.Sathiyaraj/ECE & FAA Student members	
DAY - 5 14.08.19 - WEDNESDAY - INDUCTION DAY			
Induction Day Programme Incharge - Dr.V.Suresh Kumar, HoD/S&H Ms.T.Gnanajeya, Academic Coordinator/I Yr. (Venue - Chozha Hall)		Project Expo Cum Department facility visit Expo Incharge - Respective department & DRC member Visit Incharge - Class coordinator	Proficiency Module- Maths made easy - Fun based learning By Ms.T.Gnanajeya, Academic Coordinator/I Yr. (Venue - Chera Hall)
DAY - 6 16.08.19 - FRIDAY - CAMP & TALENT EXPO			
Awareness Session Health & Hygiene Dietary tips by Mrs.T.Jayanthi M.Sc., M.Phil., Chief Dietician, Meenakshi Hospital Incharge - Mr.P.Rajeswaran/Eng. Mr.S.Ambalatharasu/Phy. (Venue - Chera Hall) Assessment guidelines(Internal & External) by Mr.K.Rajesh, CCE	Session on Yoga By Mr.R.Parthasarathy Yoga Trainer, Thanjavur Incharge - Dr.G.Shankarakalidoss /Maths (Venue - Chozha Hall)	TALENT SHOW (Skill Events) Incharge- Dr.S.Udayakumar/ Chem Dr.AL.Kavitha/ Chem Dr.R.Suresh/Maths Dr.G.Ramya Arokiamary/Maths Mr.G.Jeyakrishnan/Maths Ms.R.Uma Maheswari/Phy. & FAA student members (Venue-Block IV)	Valedictory Function Feedback session Incharge - Class coordinators Certificate distribution for Talent Show winners Incharge Dr.S.Udayakumar/ Chem (Venue - Chera Hall)



9.10.2019

Academic Year 2019-20 (ODD Sem)
IQAC MEETING

Minutes of Meeting

IQAC Meeting for the month of Sep'19 was held on 6.9.19 at CSE Lab between 12.30 pm and 1.00pm.

Alumni interaction sessions was completed in all the departments. Spoken tutorial tests sessions was planned and online tests sessions with certifications was made.

Department activity report softcopy submission was sought for overall compilation of reports.

Virtual lab sessions was conducted in all the departments. Minimum 2 sessions was organized. PCE skill was included by department members based on the Virtual lab session activity.

IQAC members were requested to **propose and prepare articles on quality**. Two member batch was identified and batch will prepare paper on quality improvement strategies and aim for publication.

CSE, CIVIL members

MECH, EEE, S&H members

ECE, IQAC coordinator

Vishwakarma Award nomination was made by CIVIL, CSE, ECE, EEE teams. Out of 5 proposals submitted 4 was submitted. 1 proposal from CIVIL, ECE and 2 from CSE was submitted. IQAC member motivated student batch and technology based rural development proposals were prepared and submitted. Similar efforts will be made in future too.

Communication related to student enrichments (call for contests, events, awards, openings etc.) will be made in IQAC group. Members to encourage respective students / alumni and guide them for betterment.

Members present

Civil, CSE, ECE, EEE, MECH

K. Allee 9/10/19
IQAC Coordinator

J. Ramani
9/10/19

SPOKEN TUTORIAL WORKSHOP OVERALL SUMMARY

Department	II Year		III Year		IV Year	
	Title & No. of participants	No. of certifications	Title & No. of participants	No. of certifications	Title & No. of participants	No. of certifications
CIVIL	QCAD 29	To be done	INKSCAPE 37	18	LATEX 56	38
CSE	LINUX 45	15	JAVA 46	10	DRUPAL 39	5
ECE	SCILAB 38	39	LATEX 48	42	LATEX 52	46
EEE	SCILAB 18	5	OSCAD 15	-	LATEX 13	4
MECH	SCILAB 65	18	OPENFOAM 70	12	LATEX 89	62
No. of workshops : 14 No. of participants : 651 (122+130+129+36+224) No. of certifications : 314 (around 48%)						

6/9/19

IQAC Meeting - III

1. S.R. Karthikeyan - S.R. Karthikeyan 6/9/19
AP/EEE
2. Aswinim, AP/MECH - ~~A~~ 6/9/19.
3. R. Sridharan Kumar, AP/CSE - ~~R~~ 6/9/19
4. Arun.K, AP/CIVIL - ~~A~~ 6/9/19
5. D. VENNILA, AP/ECE - D. Vennila 6/9



**ACADEMIC YEAR – 2019-20 (ODD sem)
Staff Council Meeting-III**

Minutes of Meeting

09.09.2019

Principal convened **Staff Council meeting III** for the academic year on **07.9.2019** between **10.30 am and 1.00 pm** at Principal Cabin with the following agenda.

- Revision Class Schedule & modularity
- Lab Model exam & records completion
- Department level staff review
- PCE skill execution reports
- Alumni Meet – Preparatory works
- Siemens CoE- Training Plan
- Industry Training
 - Industry-Academia Meet
 - IHT (reports)
 - FVFS initiatives
- Teacher's Day Celebrations
- NATS
- Other related matters

PCE skill execution reports

- Execution of PCE skill activity was verified and report was submitted by the team. CIVIL department has conducted the activity in an excellent manner. Different aids were used and execution was effective. CSE department also has conducted different activities. Followup of Homework was made effectively by Maths faculty members.

Alumni Meet – Preparatory works

- ALUMNI meet registrations are to be encouraged by respective department coordinator. **Registration details** to be submitted to PRL office on **16.09.19**.

Industry Training

- **Industry-Academia Meet**
Industry-Academia Meet will be organized during Placement Day.
- **IHT (reports)** – presentation was completed in all departments. Overall report to be submitted.
- **Internships** - departments to encourage students to undergo internships. Institute ranks 1642nd position in Internships out of 2830 colleges participated all over India. **Departments to submit list of students encouraged / promoted to undergo Internship before semester exam commencement.**
- **FVFS initiatives** – Staff members are requested to complete visit to Factory / Industry for the year. **Deadline : 15.12.19.**
- Staff members are requested to enroll for suitable **SWAYAM and NPTEL certification courses**. **Research proposals** to be submitted by Ph.D holders. **Publication of paper, Certifications, Research proposals are mandated for availing vacation by staff members.** S&H department is also requested to submit proposals.
- **Self Assessment Report (SAR) will be revised** including components giving weightages to Institute Level Initiatives and other practices followed by Central Institutes. Revised form will be utilized for 2018-19 assessment report.
- Departments to complete all activities as per action plan submitted during semester commencement. Importance to be given towards overall development of the students and institute thereby supporting our progression.
- **Governing Council – major suggestions**
 - Proposals shall be submitted utilizing central Govt. schemes.
 - Strengthening of admission initiatives.

Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator

J. Murthy
09/9/19

PRINCIPAL

ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING(08.09.19)

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha 7/9/19
02	Dr.S.Sivakumar	VP	S. Sivakumar 7/9/19
03	Dr.T.Shanthi	Project Officer	T. Shanthy 7/9/19
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 7/9/19
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 7/9/19
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi 7/9/19
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 7/9/19
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 7/9/19
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 7/9/19
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 7/9/19
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 7/9/19
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 7/9/19

13. R - Ponni

ISO coordinator

7/9/19



14.10.2019

**Academic Year 2019-20 (ODD Sem)
IQAC MEETING**

Minutes of Meeting

IQAC Meeting for the month of OCT'19 was held on 12.10.19 at CSE Lab between 12.30 pm and 1.30pm.

Internal seminar on Quality improvement and department progression was conducted in all departments.

Programme Advisory Committee (PAC) Review report to be prepared by all departments. It should include student inception till all activities for the period, staff activities and achievements etc. External PAC member will review the report, recommend areas for improvement and guide further.

Proposal will be submitted to NAAC towards organizing Workshop on quality in the month of Dec'19. Plan is also made to submit 3 days programme in the month of May / June 20.

Alumni recommendations during the interaction sessions to be submitted by all the departments. Recommendations will be consolidated and submitted to PRL for reference.

S&H department enrollment in SWAYAM course to be motivated by the respective member. Other departments to ensure completion of the course by the enrolled members.

Department Activity analysis report was prepared and presented to identify the initiatives. Departments to fill in any gap areas and ensure planned initiatives are completed.

Members present

Civil, CSE, ECE, EEE, MECH

K. S. Sree 14/10/19
IQAC Coordinator

J. M. M. S.
14/10/19

TQAC Meeting Attendance
(12.10.19)

S.NO.	Staff Name	Signature
1.	D. VENNILA	D. Vennila 12/10/19
2.	S. R. Karthikeyan	S. R. Karthikeyan 12/10/19
3.	ASWIN.M	A. 12/10/19.
4.	R. SRIRAMKOMAR	R. 12/10/19
5.	Gt. Jeyakrishnan	Gt. 12/10/19
6.	Arun.K	Arun 12/10/19

ACADEMIC YEAR 2019-20

INTERNAL QUALITY ASSURANCE CELL

NAAC AQAR submission

Areas to be strengthened

DEPARTMENT LEVEL

- 1.3. Field Projects / Internships
- 2.4.2. Honours and recognitions received by teachers
- 3.2.2. Awards for Innovation (Institute, Student, Staff)
- 3.3.7 Faculty participation in seminar/conference/symposium
- 4.3.4. E-content developed by teachers
- 5.2.2. Higher studies tracking (including NET, SET, SLET, GATE, GMAT, CAT, GRE, TOFEL, Civil services, State govt. services)
- 6.3.3. Programmes attended by staff
Orientation, refresher course, STTP, FDP

PRACTICES

- 2.7. Student satisfaction survey (results in weblink)

R&D

- 3.1.1. Research projects (major, minor, industry, college)
- 3.2.2 IPR workshop, Seminar
- 3.2.3 No. of Incubation centre created, Start-ups incubated
- 3.3. Incentive to teachers who receive awards / recognition
- 3.3.3 Research publications (UGC notified)
- 3.3.4. Books / chapters published
- 3.3.5. Biblimetrics of the publications (average citation index in scopus/web of science or pub med/ Indian citation index)
- 3.6. H-index of Institutional publication

EXTENSION ACTIVITIES

- 3.4.1. Extension and outreach programmes in collaboration with industry/ community/ ngo
- 3.4.2. Awards and recognition received for extension activities from Govt. or other recognized bodies
- 3.4.3. Students participating in extension activities with Govt, NGO (Swach Bharat, AIDS awaremes, Gender issue) etc.)

COLLABORATION, MOUS

- 3.5.1. No. of collaborative activities for research, faculty exchange, student exchange
- 3.5.2. Linkages with institutions, industries for internship, on-the-job-training, project work, sharing of research facilities etc.
- 3.5.3. MoUs signed

SPORTS & FAA

5.2.4 Sports, cultural, competitions organized, awards

ALUMNI

5.3. Alumni registration, programmes

PTA

6.5.2. Activities and support from PTA

MANAGEMENT LEVEL

2.3.1. Percentage of teachers using ICT for effective Teaching with Learning Management Systems, E-learning resources

4.1. Budget allocation – infrastructure development

4.1.2. Facilities in campus, classrooms, lab (developments)

4.2. Library investment

4.3. Technology upgradation – computer, internet, browsing facility (MGBPS)

4.3.3. Facility for e-content

4.4.1. Maintenance expenditure

5.1.2. Number of capability enhancement

Soft skill development

Remedial coaching

Language lab

Bridge courses

Yoga, meditation

Personal counseling

Mentoring

6.3. Teacher – programme (financial support)

6.3.2. Training programme organized (teaching, non teaching)

6.3.4. Staff welfare schemes

6.5.3. Development programme for support staff

6.5.4. Post accreditation initiatives

6.5.5. AISHE portal data submission, NIRF participation, ISO, NBA

6.5.6. IQAC programme organized

7.1.2. Energy – alternatives usage, environment consciousness

7.1.4. Initiatives taken to address locational advantages

7.1.5. Code of conduct handbooks (for various stakeholders)

7.1.6. Activities to promote Values and Ethics

7.1.7. Eco-friendly initiatives

K. C. D. D. D.
26/11/19

J. P. P. P.
26/11/19.



ACADEMIC YEAR – 2019-20 (ODD sem)

**Staff Council Meeting-V
Minutes of Meeting**

08.11.2019

Principal convened **Staff Council meeting V** for the academic year on **07.11.2019 between 3.00 pm and 5.10 pm** at Secretary office. Presentation by HoDs was scheduled in addition to the regular agenda listed below. Secretary & Principal reviewed the progression made by the departments and suggested areas for improvement during the meeting.

- I Yr classes (By HoD S&H)
 - Assessment Test-II performance
 - Status of syllabus completion (theory, lab)
 - Class committee meeting report
- Plan for forthcoming semester
 - Question bank, Lab manual – printing deadline
 - Lab readiness
 - IV Year
 - Swayam course
 - Refresher courses
 - Project work
- Siemen's NITT, course schedule
- II Year , III Year
 - Internships enrolment
- Promotion of English Communication skills
- Learning material (e-version)
- Training & Placement department
 - Training schedule
 - Online tests
 - CUIC interview participation
- Course material
- Tuition fee status
- Other related matters

• **Learning material (e-version)**

- Faculty shall prepare e-version of learning material. For problem based courses, faculty handwritten material/ e-version shall be prepared. The following aspects to be covered in the content
 - Topicwise content presented in a simplified manner.
 - Coverage should be exhaustive providing the complete scope of the topics.
 - Topicwise expected question list to be included.
 - Keypoints shall be highlighted for every topic.
 - Content presentation style should encourage learners for their process.
 - Suitable book exercises, application based questions with solution to be added for every unit.
 - Unitwise formulae list to be included for problem based courses.
- **HoDs to verify the material (Unit I-III) and submit to Principal office on 09.12.19. Material for Units IV, V to be submitted on 20.01.19.**

Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Academic Coordinators – S&H, EEE

IQAC Coordinator

J. M. M. M.
08/11/19

PRINCIPAL

ACADEMIC YEAR 2019-20 (EVEN SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

ACTION PLAN

Activity	Objective
Submission of proposal to NAAC for Conference, Workshop	Promotion of Quality, culture and Networking (Dec'19)
Department activities report (2019-20)	Target setting (Dec'19) Target VS Execution report (Apr'20)
AQAR submission (2018-19)	Self-evaluation cum submission mandate of NAAC (planned during ODD extended due to Online submission – updations) – (Feb'20)
Scheduling of Programmes & Organizing 1. Spoken Tutorial workshop (Students, Staff) 2. Virtual Lab session	Promotion of Technical skills & ICT enabled session (Deadline 1 week of Mar'20)
Tracking of 1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation 2. SWAYAM & NPTEL course registrations (staff & students)	
NAAC sponsored Workshop on “Innovative Pedagogy & ICT enabled Teaching Learning Practices”	Enhanced teaching learning practices enrichment among faculty members- (Jan'20)
Virtual Lab Sessions	Content Beyond syllabus for lab sessions Deadline – (Feb'20)
Learning Outcome attainment analysis report & department level presentation	Student progression tracking -(Feb'20)
Stakeholder interaction Session by renowned Alumni	Sharing of experience by Alumni by students and guidance – Minimum 1 session by every department (Deadline Mar'20)
Internal Staff Seminar	Staff enrichment on quality aspects (Mar'20)
Workshop for Faculty in association with IIT, Bombay.	Staff enrichment initiative (Feb'20)

Periodical activities as per schedule

- Internal assessment question paper verification
- Regular review meet / audit
- Feedback from stakeholder
- Institutional committee convener' / incharges action plan and execution

 6/12/19
IQAC COORDINATOR

 6/12/19
PRINCIPAL



ACADEMIC YEAR – 2019-20 (EVEN sem)
IQAC

SPOKEN TUTORIAL WORKSHOP PLAN

Department	Year		
	II Yr.	III Yr.	IV Yr.
CIVIL	GIMP	Blender	Blender
CSE	PhP MySQL	Blender	Latex
ECE	Arduino	eSim	eSim
EEE	eSim	eSim	eSim
MECH	GIMP	Blender	Blender

Course Description

Course	Application
GIMP	Graphics art and design software application for the editing and creation of original images, icons, graphical elements of web pages and art for user interface elements. Useful for all graphic related work. Open source equivalent of Photoshop .
Blender	Open source equivalent to Maya and 3DMax. Useful to create 3D Animation for Architecture & Animation students
PhP My SQL	Package for developing interactive websites and establishing back-end connectivity with a database - Famous websites using PHP include Facebook, Google, and Wikipedia
Latex	LaTeX is a typesetting software for preparing reports, letters and presentations - specially useful for persons engaged in writing/publishing documents from science/ arts/ commerce fields.
Arduino	Arduino is open source hardware, software and micro-controller based kit. It is used for building digital devices and interactive objects that can sense and control physical devices
eSim	eSim (previously known as OScad / FreeEDA) is an open source EDA tool for circuit design, simulation, analysis and PCB design. It is an integrated tool built using open source software such as KiCad

K. S. S. S. 2/1/2020
IQAC COORDINATOR



4.01.2020

Academic Year 2019-20 (EVEN Sem)
IQAC MEETING-I
Minutes of Meeting

IQAC Meeting for the month of Jan'20 was held on 3.1.20 at CSE Lab between 12.30 pm and 2.00pm. IQAC Coordinator briefed on the action plan for the even semester and requested members to initiate activities and complete as per deadline. The following points were discussed during the meeting.

Ref to circular dt.18.12.2019, regarding proposed activities towards meeting accreditation and institutional ranking, department level planning was proposed. Members to ensure activities are organized as per the plan.

NAAC Sponsored workshop

Plan of action for the conduct of NAAC sponsored one day workshop on "Innovative Pedagogy and ICT enabled Teaching Learning Practices" derived. Members were assigned responsibilities towards organizing the workshop on 10.01.2020.

Overall IQAC Activity Summary (2019-20-ODD sem)

Members are requested to submit report (softcopy) for all activities at IQAC folder. Overall report will be prepared by the coordinator based on the submissions.

Department Activity report - Progression identification

Consolidated summary of activities (departmentwise) was verified and overall report was compiled based on the submissions. Members were requested to cover as aspects for overall development of student during department level plan. Previous target VS execution to be compared while planning.

Planning & Execution

- **Spoken Tutorial (Tutorial & Test)**
- **Virtual lab session**
- **PCE skills**
- **NPTEL session tracking**

Members are requested to schedule conduct of the listed regular activities. Details of Virtual Lab sessions are circulated to members and available at IQAC folder. Members to organize sessions for II and III year students. Guidelines issued for execution of PCE skills to be followed. NPTEL session tracking to be made by department members.

Members present

Civil, ECE, EEE, MECH, S&H

R. S. S. S. S. S. 4/1/20
IQAC Coordinator

Copy to:

All IQAC members

IQAC Meeting Attendance
Jan 2020
(31/1/2020)

S. no.	Staff name	Signature
1.	O. Venuila	O. Venuila 03/01/2020.
2.	K. Arun	K. Arun 03/01/2020
3.	G. Jayathirishman	G. Jayathirishman 31/1/2020
4.	S. R. Karthikeyan	S. R. Karthikeyan 31/1/2020
5.	Aswin. M	Aswin. M 31/1/2020.



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ACADEMIC YEAR – 2019-20 (EVEN sem)
Staff Council Meeting-I
Minutes of Meeting

10.01.2020

Principal convened **Staff Council meeting I** for the even semester of academic year on 08.01.2020 **between 2.00 pm and 4.30 pm** at Conference hall with the following agenda.

- Training & Placement cell activities
- Department Target & Action Plan
- NAAC Reaccreditation initiatives
- Reports by respective incharges
 - Programme Advisory Committee – External review report
 - FVFS, IHT & Internship reports
 - Class committee Meeting – report
- Forthcoming events
 - NAAC Sponsored faculty workshop
 - Pongal celebrations
 - Conference initiatives
- Conduct of Competency Development Classes
- Fee payment status
- Admission initiatives
- Other related matters

Department Target & Action Plan

Departments to submit Target for the semester in the template followed earlier. Best Practice of the department to be strengthened and outcome attainment to be ensured.

NAAC Reaccreditation initiatives

Proposed action plan of the department to be executed maintaining the standards so that NAAC reaccreditation will be easier. Department target & events will aid in achievement of institutional ranking. Hence, departments to balance academics and also strengthen our attainment of target. With the support of the initiatives taken by the departments, we are aiming for better ranking positions at NIRF and Atal Ranking of Institution in Innovation and Achievements. Research & Outreach initiatives to be strengthened and need based extended works to be carried out by all the departments. All reports to be maintained by the departments.

Reports by respective incharges

- **Programme Advisory Committee – External review report**

External PAC member review was made by all the departments during Dec'19. PAC external member of respective departments has shared suggestions and recommendations based on the report prepared by the department. For future reviews, departments to receive more appreciations for the efforts taken. All recommendations made by the expert to be incorporated. Major highlights were shared during the meet.

- **FVFS, IHT & Internship reports**

FVFS and IHT & Internship reports to be submitted by Dr.T.Shanthi on or before 20.1.2020.

- **Class committee Meeting – report**

Departmentwise general requirements made during CCM were verified. Suitable actions were recommended.

Forthcoming events

- **NAAC Sponsored faculty workshop**

IQAC team is organizing NAAC sponsored workshop for faculty on "Innovative Pedagogy and ICT enabled Teaching Learning Practices". Departments to nominate 4 faculty members for the event.

Members present

VP

HoD i/c. Civil, ECE

Dr.P.P.Shantharaman (for HoD/Mech)

Ms. N.Rajeswari (for HoD/EEE)

IQAC Coordinator

J. Shanthi
10/1/2020
PRINCIPAL

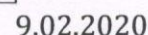


ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance(08.1.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha 8/1/2020
02	Dr.S.Sivakumar	VP	S. Sivakumar 8/1/2020
03	Dr.T.Shanthi	Project Officer	T. Shanthi 8/1/20
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 8/1/2020
05	Dr.S.M.Uma	HOD/CSE	- OD -
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi.N 8/1/2020
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 8/1/2020
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 8/1/20
09	Dr.V.Sureshkumar	HOD/S&H	- OD -
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	- OD -
11	Dr.R.Senguttuvan	HoD/Eng	- OD -
12	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	- OD -
13	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 8/1/2020
14	Ms.R.Ponni	ISO Coordinator	- OD -



Copy to:
All IQAC members



INTERNAL QUALITY ASSURANCE CELL

ATTENDANCE SHEET

S.NO	STAFF NAME	SIGNATURE
1	Mr.K.ARUN/ CIVIL	<i>[Signature]</i> 13/2/2020
2	Mr.R. SRIRAM KUMAR/CSE	<i>[Signature]</i> 13/2/2020
3	Ms.D.VENNILA/ECE	<i>[Signature]</i> 13/2/2020
4	Mr.S.R.KARTHIKEYAN/EEE	<i>[Signature]</i> 13/2/2020
5	Mr.M.ASWIN/MECH	<i>[Signature]</i> 13/2/2020
6	Mr.G.JEYAKRISHNAN/S&H	<i>[Signature]</i>
7	Ms.K.ABHIRAMI/ IQAC COORDINATOR	<i>[Signature]</i> 13/2/2020

J. D. [Signature]
13/2/2020

PRINCIPAL



6.03.2020

**Academic Year 2019-20 (EVEN Sem)
IQAC MEETING-III
Minutes of Meeting**

IQAC Meeting for the month of Mar'20 was held on 6.3.20 at CSE Lab between 12.45pm and 1.45pm. Status of planned activities for even semester was reported by the members.

- Spoken Tutorial workshops were completed by all departments. FDP is planned during vacation period (May'20)
- NPTEL sessions & Virtual lab sessions were executed by all. Alumni interactions was organized and also planned during vacation period.
- Internal staff seminars were organized by all departments.
- Overall activity summary report, softcopy of all activities to be submitted at IQAC folder for reference.
- Student Quality circle meet for the semester was completed. Minutes of meeting was elaborated at SCM.
- Variety of PCE skills to introduced to cater the needs of all category students. Online tools to be utilized for student centric activities.
- e-material for all courses, PPTs, NPTEL videos, question bank are to be stocked at department library for future reference.

Members present

Civil, CSE, ECE, EEE, MECH, S&H

K. Allee 6/3/20
IQAC Coordinator

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All IQAC members

Professional & Career Enhancement skills

S.No	Activity	Advanced learner	Average learner	Slow learner
1	Certification courses related to subject (like Swayam / NPTEL)	√	√	
2	Mini-Project (Simulation / Prototype model / Product)	√	√	√
3	GATE Paper solving (subjectwise)	√	√	
4	Paper publication - Conference / Journal	√	√	√
5	Circuit Design / Model making	√	√	√
6	Machine assembly, identification of component	√	√	√
7	Case study presentation	√	√	
8	Role Play	√	√	√
9	Quiz	√	√	√
10	Paper presentation – Intra department activity (ref. journal paper available at Central library)	√	√	√
11	Coding, Debugging exercise (Programming courses)	√	√	√
12	Mind-Map / concept map / memory matrix	√	√	√
13	Virtual Lab based evaluation	√	√	√
14	Market a Product (Management courses)	√	√	√
15	Picture prompt (Language courses)	√	√	√
16	Think break (problem solving)	√	√	√

17	Everyday Ethical dilemma presentation (Management courses)	✓	✓	✓
18	Town / Dam / Earthquake proof (planning, estimation)- Civil courses	✓	✓	✓
19	Community service events / Team building exercises (Management courses)	✓	✓	✓
20	Poster Presentation	✓	✓	✓
21	Industrial visit (post visit presentation on learning)	✓	✓	✓
22	Discussions / Debates (Language courses)	✓	✓	✓
23	Design Events (design of wind turbine/ machines / wind powered LEDs / devices / robots etc.)	✓	✓	✓
24	Application of concept	✓	✓	✓

Note:

1. Google Classroom shall be utilized for allocation of activities for students (as applicable)
2. Any other suitable event / activity shall be included.

K. Chellappa
IQAC coordinator



ACADEMIC YEAR – 2019-20 (EVEN sem)
Staff Council Meeting-III
Minutes of Meeting

20.03.2020

Principal convened **Staff Council meeting III** for the even semester of academic year on **19.3.2020 between 2.00 pm and 4.30 pm** at Conference hall with the following agenda.

- | | |
|---|--|
| <ul style="list-style-type: none">• Department level study slot utilization strategy (By HoDs)<ul style="list-style-type: none">○ Model examination question set revision○ Completion of○ Lab records (II, III Yr.)○ Project work & documentation (IV Yr.)• Planned initiatives for the period - completion status (By HoDs)• Department Activity summary report (Dec-Mar'2020)• Student quality circle meet - MoM• Counseling report - overall• Preparatory works for forthcoming 2020-21 ODD semester | <ul style="list-style-type: none">○ Subject allocation & workload○ Learning material preparations○ Lab readiness & maintenance works○ Submission of budget for the year 2020-21. <ul style="list-style-type: none">• T&P initiatives for the period• Events plan<ul style="list-style-type: none">○ Project expo○ NCON 2020 (Mech, CIVIL, S&H) plan○ College Day• Nominations for Awards• Kings Times magazine – submissions• Admission initiatives |
|---|--|

Department level study slot utilization strategy (By HoDs)

- **Model examination question set revision**
- **Completion of Lab records (II, III Yr.)**
- **Project work & documentation (IV Yr.)**

Due to Coronavirus, precautionary measure, Government declared holiday for educational institution from 17.03.2020 to 31.03.2020. Hence, E-mode posting of unitwise question list to respective classes was made in all departments. Students were insisted to utilize the slot for exam preparation. They were also insisted to complete record works. Project documentation to be verified and approved by respective guides. 2 sets of question paper were circulated among students for their reference.]

Admission initiatives

- Summer camp on various titles is planned for School students. Brochure will be distributed and programme will be organized. Free transport facility and food will be provided for all participants.
- Staff members shall do necessary campaign promoting admission.]

Members present

VP

HoDs Civil, CSE, ECE, EEE, MECH

Academic Coordinators – EEE, S&H

IQAC Coordinator

J. Murugesan

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ACADEMIC YEAR 2019-20

STAFF COUNCIL MEETING

Attendance(19.3.2020)

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha Vijaya Selvi 19/3/2020
02	Dr.S.Sivakumar	VP	S. Sivakumar 19/3/2020
03	Dr.T.Shanthi	Project Officer	- L -
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi.N 19/3/2020
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 19/3/20
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 19/3/20
09	Dr.V.Sureshkumar	HOD/S&H	- L -
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 19/3/20
11	Dr.R.Senguttuvan	HoD/Eng	-
12	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi
13	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami



ACADEMIC YEAR 2018-19 (ODD SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

ACTION PLAN

July	
Activity	Objective
2017-18 (Overall) activity report	Progression identification
PCE planning for courses	Support for Course outcome attainment
August	
Learning Outcome Report for 2017-18 Even sem courses (AU Results based)	LO identification for courses
Spoken Tutorial Workshop (IV, III Yr. classes)	Technical Skill enrichment for students
September	
Virtual Lab Sessions	Content Beyond syllabus for lab sessions
Stakeholder interaction Session by renowned Alumni	Sharing of experience by Alumni by students and guidance
Entry level analysis reports (2017-18) & (2018-19)	Identification of current status, aiding for future plan
October	
Internal seminar session enhancing use of technology in teaching	Promotion of use of technology in teaching-learning practices
November	
Analysis reports <ul style="list-style-type: none">Stakeholder interactionsStudent achievementsStaff achievements	Identification of current status, aiding for future plan

Periodical activities as per schedule

- AQAR report preparation and submission
- Tracking of ICT enabled classes (NPTEL sessions, Video based sessions, CBTs etc.)
- Internal assessment question paper verifications by respective department IQAC member.
- Institutional Committee as per respective action plan
- Regular meetings with various representatives, committee members, in-charges
- Academic Audits by assigned team & Principal for academic routines
- Feedback from stakeholders as per schedule for various activities
- Follow-up action, Preventive corrective measures based on stakeholder interactions.

K. A. M. S. S. 9/7/18
IQAC COORDINATOR

J. D. D. D. 25/7/2018
PRINCIPAL



ACADEMIC YEAR 2018-19 (Odd Sem)
Internal Quality Assurance Cell (IQAC)

Proposed Spoken Tutorial Workshop details

Branch	Year	Tutorial	Detail on Workshop
CIVIL	II	QCAD	Open Source Application to CAD
	III	Inkscape	Graphics software equivalent to Coreldraw & Illustrator
CSE	II	Linux & Ubuntu	Operating System with neutral to attacks
	III	Python	Numerical computation software for Engg.
	IV	Drupal	Open source content management system for Website-building and web applications.
ECE, EEE	III Yr	Oscad**	EDA tool for circuit design, simulation, analysis and PCB design
	IV Yr	Scilab	Alternative to MATLAB, useful for Mathematic & Scientific calculation
Mech	III Yr	OpenFOAM	Computational fluid dynamics software
	IV Yr	Latex	Typesetting software for preparing reports and publishing documents

** Training only. No Certification.

Note:

1. 2 Hrs. slot is required for workshop participation. 1 Hr. duration for Online test. Minimum of 1 week duration after workshop participation is required to appear for Online test.
2. Forenoon session shall be opted for the workshop and test. Dates will be blocked for participation based on department requirements.
3. IQAC department members to submit Database of II Year students for Master Database entry with the portal.

K. C. S. S. S. 25/7/18
IQAC Coordinator

J. S. S. S. 25/7/18
PRINCIPAL



26.07.2018

Academic Year 2018-19 (ODD Sem)

**IQAC MEETING-I
Minutes of Meeting**

IQAC Meeting for the month of July'18 was held on 25.7.18 at Principal cabin between 2.00 pm and 3.15pm.

Principal appreciated the team for executing assigned roles successfully and insisted for consistent support in raising the quality factors in the academic processes. Principal also remained about the AICTE recent proposal of considering NBA accreditation for courses towards Institutional approval process. Hence, the team should support the quality raising efforts.

Principal directed and motivated the team to encourage department members on the following issues

- Effective conduct of **CDC classes** with more practical approaches. Feedback will be collected to identify effectiveness.
- **Identification of PCE skill** (Professional and Career Enrichment) for the current semester courses to map with course outcome attainment. Ideas were discussed among the members. IQAC team with the consent of department members will get approval for PCE skills (Deadline 30.07.18).
 - PCE skill can be mapped with CDC classes / professional society activities / lab experiments (content beyond syllabi experiment) / paper presentations (external) / GATE paper solving/ Case study presentation etc (as applicable) for advanced learner and Quiz / CBT based exercise etc for average and slow learners.
 - Activity shall be convened during first and second month of the semester.
- **APH execution**
 - Subject 1 & 2 before AT1, Subject 3,4 before AT2, Subject 5,6 before Model. In case of pending APH, distribute 3 subject slots before AT2 and 3 subject slots before Model.
 - Students undergoing Assignment presentation shall be excluded from written assignment. 10 marks weightage for assignment presentation for the respective subject.
- **SWAYAM online courses**
 - Course to be identified based on academic slots availability
 - Credits for the faculty encouraging Swayam course certification by the students.
- **Project work**
 - In-House projects to be encouraged.
 - Impact of IHT at industries shall leverage for project work identification and implementation.
 - Civil, Mechanical departments to utilize **Journals** available at Central library.
 - Paper presentation (Conference, Journal) to be mandated for students. Survey paper shall also be made during VII semester.

- **NPTEL certification**

- Faculty members should undergo NPTEL online course and get certification. NPTEL certification is given equivalence to FDP by AICTE. AICTE and NPTEL has signed MoU for awarding FDP certification for the courses. Deadline (Dec'18).

IQAC coordinator reported on the execution of activities as per the action plan for the year 2017-18. Entry level analysis for the year 2017-18 will be completed along with 2018-19 for planning. Coordinator remained on the IQAC Objectives

- Setting and attainment of quality benchmarks
- Facilitation of Learner-centric environment & raising quality in Teaching learning process
- Arrangement of feedback from all stakeholders (Students, Parents, Alumni, Staffs, Society)
- Organizing inter / intra programmes on quality themes
- Documentation of activities / programmes

Action Plan for the semester was detailed by the Coordinator. Members were requested to complete activities as per deadline. Members were requested to act as a catalyst in raising the standards.

Note : Members to brief on the IQAC MoM during respective DRM without fail.

Members present

Civil, ECE, EEE, Mech, S&H

[Signature] 26/7/18
IQAC Coordinator

Encl:

Action Plan & Spoken Tutorial plan.

Copy to:

All IQAC members


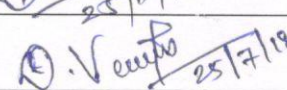
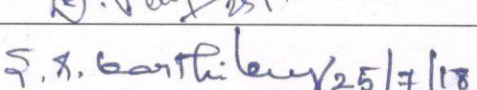
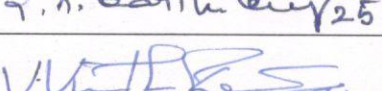
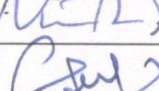
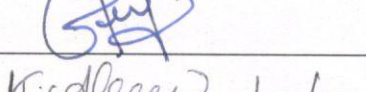
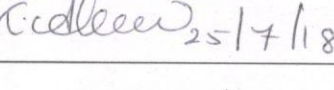
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26/7/18



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance – July'18

IQAC Members	Signature
Mr.K.Arun/Civil	 25/7/18
Ms.D.Vennila/ECE	 25/7/18
Mr.S.R.Karthikeyan/EEE	 25/7/18
Mr.V.Vinnothkannan/Mech	 25/7/18
Mr.G.Jeyakrishnan/Maths(S&H)	 25/7/18
Ms.K.Abhirami	 25/7/18
PRINCIPAL	 25/7/18



ACADEMIC YEAR - 2018-19 (ODD Sem)
Staff Council Meeting-I
Minutes of Meeting

05.7.2018

Principal convened **Staff Council meeting I** for the semester on **05.07.2018 between 10.00 pm and 12.30 pm** at Conference Hall with the Agenda of Academic year 2018-19 Planning.

Plan for forthcoming academic year 2018-19

- **Competency Development Classes (CDC)** introduced during this year to be effectively organized by the departments. Necessary planning to be made by the departments to attain the objective of CDC. Common CDC for II year classes will be organized.
- **Revision classes** are to be meticulously planned and executed by the departments.
 - Test on One 16 mark question to be conducted during the respective subject revision slot.
 - Question set (2 question per subject) to be given prior week itself. Students should come prepared for the test. On the day of respective subject revision slot, staff member to select 1 question for the test.
 - Students should secure minimum of 80% in the revision test. Defaulters, Failures shall be retained during extended working hours by the respective staff till successful completion of the test by the students.
 - Revision test should be written on Assignment cum Test notebook. Notebook should be retained by the staff member. Issue of notebook to the students should be made during assignment and test periods only.
 - **Necessary records to be produced by the staff for verifications.**

Members present

VP, HODs - CSE, EEE, MECH, S&H; HoD i/c.- Civil, ECE, Coordinator - Maths
IQAC Coordinator

J. M. M. M.
05/7/18.

PRINCIPAL

CC:

1. Secretary
2. CEO
3. Vice-Principal
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)



23.08.2018

Academic Year 2018-19 (ODD Sem)
IQAC MEETING-II
Minutes of Meeting

IQAC Meeting for the month of Aug'18 was held on 23.8.18 at CSE Lab between 12.30 pm and 1.15pm. IQAC Coordinator briefed on the activities to be completed for the month of Aug'18 and action plan for the month of Sep'18.

Aug'18 activities

1. **Professional and career enhancement (PCE) activities** was proposed and approved by all departments. For I Year PCE skills will be identified and submitted. Department members were requested for completion of the activity before Model examination commencement.
2. **LO report to be generated** for 2017-18 Even semester courses after revaluation results publication.
3. **Tracking of NPTEL sessions** is initiated in all departments.
4. **Spoken Tutorial session planning** to be made in all the departments checking the availability of Lab slots at CSE. Members to **confirm slots** for conduct of **workshop** and **test** before **31.08.18**. Sessions will be completed by september'18 due to introduction of fee payment and registration process.

Sep'18 activities

1. **Virtual Lab sessions** will be planned and conducted during this month. Members to refer list and plan for the Virtual lab sessions. Student evaluation should be made for the respective sessions.
2. **Motivational / Technical session** will be organized inviting Alumni from Industries.
3. **Entry Level Analysis** will be made identifying student proficiency. Reports will be utilized for further planning.
4. **Swayam course registration status** to be submitted by IQAC members. Department members to be guided and motivated.
5. **NPTEL certification course status** to be submitted by IQAC members. Department members to be guided and motivated.

Note:

Tracking of Department activities for the academic year to be made by the IQAC members.

Members present

Civil, ECE, EEE, S&H

K. allbee 23/8/18
IQAC Coordinator

Copy to:

All IQAC members

J. Ramanathan
23/8/18



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Aug'18

IQAC Members	Signature
Mr.K.Arun/Civil	K. Arun 23/8/18
Ms.D.Vennila/ECE	D. Vennila 23/8/18
Mr.S.R.Karthikeyan/EEE	S. R. Karthikeyan 23/8/18
Mr.V.Vinnothkannan/Mech	on leave
Mr.G.Jeyakrishnan/Maths(S&H)	G. Jeyakrishnan
Ms.K.Abhirami	K. Abhirami
PRINCIPAL	



ACADEMIC YEAR – 2018-19 (ODD Sem)
Staff Council Meeting-II
Minutes of Meeting

02.8.2018

Principal convened **Staff Council meeting II** for the semester on **01.07.2018** between **2.00 pm and 4.45 pm** at Conference Hall with the following agenda

- Status of completion
 - 2017-18 (even sem) log book, master attendance, daily portion register updations completion
 - Course file verification (I Year and PG) courses
 - Tuition fee payment
 - In-House training – presentation & report
 - Study material issue
 - Regulations 2017 – highlights
 - Bookbank proposal
 - Symposium plan
- Effectiveness of CDC & KDC classes
- Week test - I, Retest performance (utilization of improvement tests)
- Assignment Presentation Hour
- EDUMATE updations
- IQAC MoM & Action plan
- IQAC Student representative meet - MoM
- Department student enrichment activities
 - Guest Lecture / Workshop
 - Professional Society activities
- Class Committee overall report (ATR)
- Bridge course for I Yr . classes
- Other related matters

Principal insisted for raise in level of commitment by all staff members and contribute for the improvement in results and quality factors thereby uplifting the institutional ranking. All steps taken for student upliftment should be implemented by departments meeting the standard expected.

Effectiveness of CDC & KDC classes

Exclusive slots are allotted from this semester for advanced learner and others as Competency Development classes and Knowledge Development Classes (Revision classes) respectively. Utilization of these slots to be made as per plan. Based on the students performance, suitable approaches for improvement shall be decided by the departments. Departments to ensure objective of these sessions are met.

Members present

VP

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Coordinator - Maths

IQAC Coordinator

CSE - *H. N. N. N.*
EEE - *J. K. K. K.*

J. K. K. K.
03/8/18

PRINCIPAL

CC:

1. Secretary *[Signature]*
2. CEO *[Signature]*
3. Vice-Principal
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)



KINGS
COLLEGE OF ENGINEERING
(NAAC Accredited Institution)
(Approved by AICTE, New Delhi. Affiliated to
Anna University, Chennai)



ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING-II

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha Selvi 01/8/18
02	Dr.S.Sivakumar	VP	S. Sivakumar 11/8/18
03	Dr.T.Shanthi	Project Officer	T. Shanthy 11/8/18
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 11/8/18
05	Dr.S.M.Uma	HOD/CSE	S. Uma 11/8/18
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi 11/8/18
07	Mr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 11/8/18
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 11/8/18
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 11/8/18
10	Ms.T.Gnanajeya	Coordinator/Maths	T. Gnanajeya 11/8/18
11	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 11/8/18



24.09.2018

Academic Year 2018-19 (ODD Sem)
IQAC MEETING-III

Minutes of Meeting

IQAC Meeting for the month of Sep'18 was held on 24.9.18 at CSE Lab between 12.30 pm and 1.00pm. IQAC Coordinator recorded the status of activities completion as on date.

Activity	CIVIL	CSE	ECE	EEE	MECH	S&H
Spoken Tutorial 1. Workshop 2. Online test	Even sem	2 classes	Even sem	2classes	Even sem	-
Learning Outcome attainment report	*	*	√	*	*	*
Virtual Lab sessions	Even	Even	Even	Even	Even	-
Alumni interaction session	√	√	√	√	√	-
Entry Level Analysis	Report to be submitted					
Swayam Course 1. Staff 2. Student	Even	Even	27	10	Even	Even
NPTEL session tracking	√	√	√	√	√	Ongoing
PCE skill execution tracking	√	√	√	√	√	

* Report to be submitted

K. Allee 24/9/18
IQAC Coordinator

Copy to:
All IQAC members

J. Ramesh
26/9/18



ACADEMIC YEAR 2018-19 (ODD Semester)

14.09.18

CIRCULAR

SWAYAM is a programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality.

List of courses categorywise offered during forthcoming month is listed for reference. Staff members shall choose appropriate course, attend course online and appear for test and get certification offered by MHRD & AICTE for the chosen course.

Course Title	Course Length	Course schedule	Weekly time commitments	Category
Quality Assurance in Engineering Education	40 Hrs	Start date:17.09.18 End Date:11.11.18	5 Hrs.	Engineering
Energy Efficient And Sustainable Architecture: Concepts And Design Strategies	45 Hrs	Start date:17.09.18 End Date:11.11.18	6 Hrs.	Architecture & Planning
Curriculum Implementation and Evaluation	20 Hrs	Start date:27.09.18 End Date:21.11.18	3 Hrs.	Education
Human Resource Management	60 Hrs.	Start date:1.10.18 End Date:4.1.19	4 Hrs.	Education
Real Time Power System Analysis And Smart Grid	40 Hrs	Start date:1.10.18 End Date:18.1.19	3 Hrs	Education
Awareness Programme on Solar Water Pumping System	30 Hrs	Start date:3.10.18 End Date:1.11.18	7 Hrs	Science

Course Title	Course Length	Course schedule	Weekly time commitments	Category
Transforming Instruction through Blended classroom	40 Hrs	Start date:15.10.18 End Date:09.12.18	4 Hrs.	Education, Engineering, Humanities
ICT in Teaching and Learning	20 Hrs	Start date:15.10.18 End Date:09.11.18	5 Hrs.	Education
Student Assessment and Evaluation	40 Hrs	Start date:19.10.18 End Date:14.12.18	5 Hrs.	Engineering
E-Content Development	40 Hrs	Start date:28.10.18 End Date:24.12.18	3 Hrs.	Education, Library and Information Science
Redefining Laboratory Instruction using Virtual Laboratory	20 Hrs	Start date:29.10.18 End Date:26.11.18	5 Hrs.	Engineering

Visit : <https://swayam.gov.in> for further details and registration.

Note: IQAC member of the department to track staff registration and participation in the respective department.

J. Narayanan
14/9/18

PRINCIPAL

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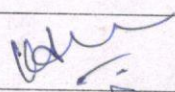
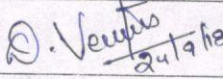
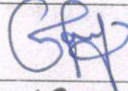
1. Secretary
2. CEO
3. VP
4. All HoDs



ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Sep'18

IQAC Members	Signature
Mr.K.Arun/Civil	
Ms.D.Vennila/ECE	 24/9/18
Mr.S.R.Karthikeyan/EEE	S.R. Karthikeyan/25/9/18
Mr.V.Vinnothkannan/Mech	Reported on 26/9
Mr.G.Jeyakrishnan/Maths(S&H)	
Ms.K.Abhirami	K. Abhirami
PRINCIPAL	



ACADEMIC YEAR – 2018-19 (ODD Sem)
Staff Council Meeting-IV
Minutes of Meeting

11.10.2018

Principal convened **Staff Council meeting IV** for the semester on **10.10.2018 between 2.00 pm and 4.00 pm** at Conference Hall with the following agenda

- Identified tough subject – revision slot execution status
- Revision classes, Model Exams – Absentee followup
- Remedial classes – Plan
- Model Examinations Result Review Schedule
- Lab Monitoring Committee – Verification Report
- Staff Enrichment initiatives
- Counseling –II and CCM-III overall report
- PMKVY – Course Execution Plan
- Admissions 2019-20 - Initiatives
- Subject Allocation Plan for 2018-19 (Even Semester)
- I Yr Classes
 - Assessment Test – I results & Review schedule
 - Tuition Fee followup
- Motivational session
- Other related matters

Staff Enrichment initiatives

All faculty members should enrich their knowledge and upgrade. Importance of Faculty involvement in Research, Publications, Proposal submission was elaborated. Faculty members to undergo training cum certifications / publish papers.

- SWAYAM / NPTEL certifications
- Participation in FDP / STTPS organized by reputed institutions / NITs etc.
- Scopus indexed journal publications
- Research proposals
- Faculty-Visit-to-Factory during this winter period (by all faculties)

Members present

VP

Project Officer

HODs CSE, EEE, MECH, S&H

HoD i/c. Civil, ECE

Coordinator - Maths

IQAC Coordinator

J. Domestini
12/10/18

PRINCIPAL


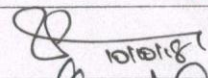
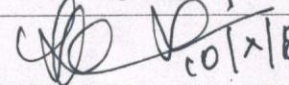
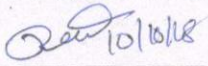
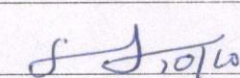
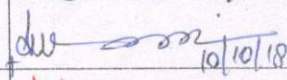
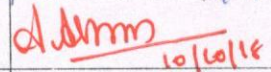
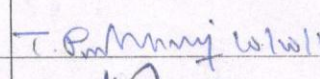
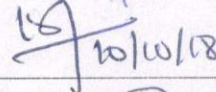
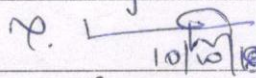
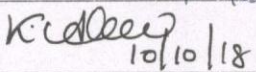
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1. Secretary *RB*
2. CEO
3. Vice-Principal – *S. Bhi*
4. Minutes to be circulated among all staff thro' HODs. (Signed copy to be submitted to PRL office.)

ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	 10/10/18
02	Dr.S.Sivakumar	VP	 10/10/18
03	Dr.T.Shanthi	Project Officer	 10/10/18
04	Ms.R.Revathi	HOD/Civil (in-charge)	 10/10/18
05	Dr.S.M.Uma	HOD/CSE	 10/10/18
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	 10/10/18
07	Mr.Albert Martin Ruban	HOD/EEE	 10/10/18
08	Dr.T.Pushparaj	HOD/MECH	 10/10/18
09	Dr.V.Sureshkumar	HOD/S&H	 10/10/18
10	Ms.T.Gnanajeya	Coordinator/Maths	 10/10/18
11	Ms.K.Abhirami	IQAC/Coordinator	 10/10/18

ACADEMIC YEAR 2018-19 (EVEN SEMESTER)
INTERNAL QUALITY ASSURANCE CELL

ACTION PLAN

December	
Activity	Objective
AQAR submission (3 years)	Self-evaluation cum submission mandate of NAAC
Department activities (2018-19 Odd semester)	Progression identification
Scheduling of Programmes 1. Spoken Tutorial workshop (Students, Staff) – 2 sem 2. Virtual Lab session	Promotion of Technical skills & ICT enabled session
Tracking of 1. ICT enabled classes (Department staff awareness) - Conduct of NPTEL session & evaluation 2. SWAYAM & NPTEL course registrations (staff & students)	
January	
Conduct of Spoken Tutorial Workshop (IV, III, II Yr. classes)	Technical Skill enrichment for students
Virtual Lab Sessions	Content Beyond syllabus for lab sessions
February	
Stakeholder interaction Session by renowned Alumni	Sharing of experience by Alumni by students and guidance
March	
Exit survey – IV Yr. Students	Stakeholder feedback
Consolidation report on conduct of CDC & KDC classes (2018-19)	Effectiveness identification
April	
Internal seminar session enhancing use of technology in teaching	Promotion of use of technology in teaching-learning practices
May	
Analysis reports <ul style="list-style-type: none">• Stakeholder interactions• Student achievements• Staff achievements• Department progression	Identification of current status, aiding for future plan

K. S. S. S. 14/12/18
IQAC COORDINATOR

J. M. M. M. 14/12/18
PRINCIPAL



ACADEMIC YEAR 2018-19

06.12.18

PROGRAMME ADVISORY COMMITTEE

The Programme Advisory Committee (PAC) is constituted with the goal of incorporating necessary components in the **Curriculum Implementation, Programme Assessment, Quality Improvement** and **Overall Development** of the Department.

Composition

- Academic Experts from IIT / NIT/ reputed higher learning institutes
- Industry experts
- Alumni
- Professional society member
- Head of the Department
- Programme Coordinator

Objective

- Monitor and provide recommendations for progress of the programme.
- Provides guidelines / suggestion in articulation, refinement of Programme Educational Objective(PEO), Programme Outcome(PO), Course Outcome(CO) attainment.
- Review and recommend improvements to instructional and course delivery strategies to optimize student learning experiences and outcomes.
- Assist, as appropriate, with the programme review process.
- Strengthen educational partnership and strategic linkages between University / Industries.
- Identify thrust areas and promote Research & Development activities.

Role (External Members)

1. Academicians, Professional society member

- Review and provide suggestions on the Departmental progress for the year.
- Consider and recommend guidelines for attainment of CO, PO.
- Consider and recommend approval of PEO, PO and CO attainment.
- Review instructional delivery strategies and recommend for incorporation.

2. Industry Expert, Alumni

- Provide suggestions for the Value addition initiatives to bridge curriculum gaps.
- Support establishing linkages with industries and other bodies.
- Provide suggestions for overall advancements

Roles and responsibilities (Internal Members)

- Formulate and recommend for approval
 - Value addition initiatives like Guest lecture, Seminar, Workshops, VAC, Online Courses, My Credit courses, Industrial visits etc.
 - Professional and Career Enhancement (PCE) skills for the courses
 - Strategies to optimize student learning experiences and outcomes.
 - PEO, PO, CO attainment for the courses and batches as appropriately. Guide the department and ensure stated objectives as attained.
- Review and assess the objective attainment of all student enrichment initiatives (including Professional society activities, Project works etc.)
- Review reports on the achievements of students and staff members of the department, recommend for external review and submit to Principal for Governing Council appraisal.
- Identify opportunities for academic partnership with academia and industries.

J. Praveen
6/2/14
PRINCIPAL

ACADEMIC YEAR 2018-19

06.12.18

CIRCULAR

With the objective of formulating strategies for academic progression & assessing the attainment level, we are constituting Programme Advisory Committee & revising the IQAC Composition with effect from 2018-19 (Even Semester) onwards. Members concerned are directed to execute their assigned responsibilities, supported by the department members.

Department	Programme Advisory Committee Programme Coordinator (Internal member)	IQAC Department Member
CIVIL	Mr.S.Kamaraj	Mr.M.Arun
CSE	Ms.K.Abhirami	Mr.R.Sriramkumar
ECE	Mr.R.Balakrishnan	Ms.D.Vennila
EEE	Dr.S.Sivakumar, VP	Mr.S.R.Karthikeyan
MECH	Mr.S.Giridharan	Mr.J.Prince Jerome Christopher
S&H	Dr.A.L.Kavitha (Phy & Chem) Ms.T.Gnanajeya (Maths) Mr.K.Albert Lawrence(Eng.)	Mr.J.Jeyakrishnan

IQAC Advisors

- Dr.D.Kumar, Prof/ECE, KCE, Thanjavur
- Dr.V.Violetjuli, HoD/ECE, Periyar Maniammai University, Vallam, Thanjavur
- Mr.S.Baskaran, Vice-Principal, Kuppam Engineering College, AP (External member)

In this regard, Departments are requested to identify and get consent from the following categories and submit details.

- Academic Experts from IIT / NIT/ reputed higher learning institutes
- Industry experts
- Alumni
- Professional society member

Deadline : 21.01.19

Meeting will be convened with the PAC members (internal) and IQAC members on 14.12.18.

J. Praveen
6/12/18
PRINCIPAL

Copy to:

1. Secretary
2. VP
3. All HoDs
4. Members concern

Encl:

1. About Programme Advisory Committee

ACADEMIC YEAR 2018-19

Meeting Attendance

Department	Programme Advisory Committee Programme Coordinator (Internal member)	Signature
CIVIL	Mr.S.Kamaraj	<i>[Signature]</i> 14/12/18
CSE	Ms.K.Abhirami	<i>[Signature]</i> 14/12/18
ECE	Mr.R.Balakrishnan	<i>[Signature]</i> 14/12/18
EEE	Dr.S.Sivakumar, VP	<i>[Signature]</i> 14/12/18
MECH	Mr.S.Giridharan	<i>[Signature]</i>
S&H	Dr.A.L.Kavitha (Phy & Chem) Ms.T.Gnanajeya (Maths) Mr.K.Albert Lawrence(Eng.)	<i>[Signature]</i> 14/12/18

Department	IQAC Department Member	Signature
CIVIL	Mr.M.Arun	<i>[Signature]</i> 14/12/18
CSE	Mr.R.Sriramkumar	<i>[Signature]</i> 14/12/18
ECE	Ms.D.Vennila	<i>[Signature]</i> 14/12/18
EEE	Mr.S.R.Karthikeyan	<i>[Signature]</i> 14/12/18
MECH	Mr.J.Prince Jerome Christopher	<i>[Signature]</i> 14/12/18
S&H	Mr.J.Jeyakrishnan	

[Signature]
14/12/18

PRINCIPAL



ACADEMIC YEAR 2018-19

06.12.18

PROGRAMME ADVISORY COMMITTEE

The **Programme Advisory Committee (PAC)** is constituted with the goal of incorporating necessary components in the **Curriculum Implementation, Programme Assessment, Quality Improvement** and **Overall Development** of the Department.

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- Review and recommend improvements to instructional and course delivery strategies to optimize student learning experiences and outcomes.
- Assist, as appropriate, with the programme review process.
- Strengthen educational partnership and strategic linkages between University / Industries.
- Identify thrust areas and promote Research & Development activities.

Role (External Members)

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- Review and provide suggestions on the Departmental progress for the year.
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- Consider and recommend approval of PEO, PO and CO attainment.
- Review instructional delivery strategies and recommend for incorporation.

2. Industry Expert, Alumni

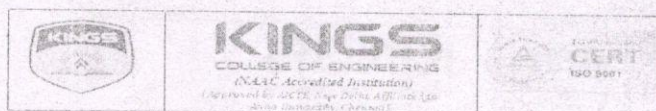
- Provide suggestions for the Value addition initiatives to bridge curriculum gaps.
- Support establishing linkages with industries and other bodies.
- Provide suggestions for overall advancements

Roles and responsibilities (Internal Members)

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 - Value addition initiatives like Guest lecture, Seminar, Workshops, VAC, Online Courses, My Credit courses, Industrial visits etc.
 - Professional and Career Enhancement (PCE) skills for the courses
 - Strategies to optimize student learning experiences and outcomes.
 - PEO, PO, CO attainment for the courses and batches as appropriately. Guide the department and ensure stated objectives as attained.
- Review and assess the objective attainment of all student enrichment initiatives (including Professional society activities, Project works etc.)
- Review reports on the achievements of students and staff members of the department, recommend for external review and submit to Principal for Governing Council appraisal.
- Identify opportunities for academic partnership with academia and industries.

J. Ramakrishna
06/12/18

PRINCIPAL



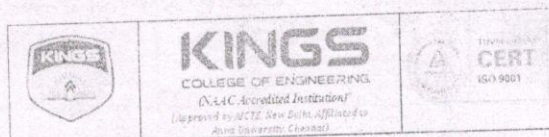
ACADEMIC YEAR 2018-19 (EVEN SEMESTER)

INTERNAL QUALITY ASSURANCE CELL

IQAC MEETING AGENDA - 04.01.18

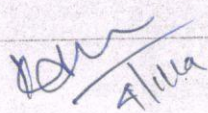
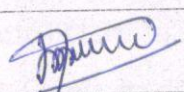
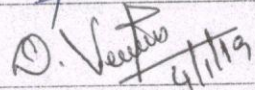
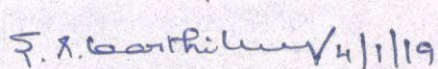
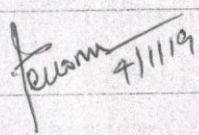
- Overall IQAC Activity Summary (2017-18, 2018-19)
- Department Activity report
 - Progression identification
- Planning & Execution
 - Spoken Tutorial (Tutorial & Test)
 - Virtual lab session
 - PCE skills
 - NPTEL session tracking
- AQAR report submission
- Session on Quality
- Support for Department Target setting process


K. Adarsh 4/1/18
IQAC COORDINATOR



ACADEMIC YEAR 2018-19 (Even Sem)

IQAC Meeting Attendance
(Dt.04.01.19)

Department	IQAC Department Member	Signature
CIVIL	Mr.M.Arun	
CSE	Mr.R.Sriramkumar	
ECE	Ms.D.Vennila	
EEE	Mr.S.R.Karthikeyan	
MECH	Mr.J.Prince Jerome Christopher	
S&H	Mr.J.Jeyakrishnan	


IQAC Coordinator



5.01.2019

Academic Year 2018-19 (EVEN Sem)
IQAC MEETING
Minutes of Meeting

IQAC Meeting for the month of Jan'19 was held on 4.1.19 at CSE Lab between 12.30 pm and 1.30pm. IQAC Coordinator briefed on the action plan for the even semester and requested members to initiate activities and complete as per deadline. The following points were discussed during the meeting.

Overall IQAC Activity Summary (2017-18, 2018-19)

Members are requested to submit report (softcopy) for all activities at IQAC folder. Overall report will be prepared by the coordinator based on the submissions.

Department Activity report - Progression identification

Consolidated summary of activities (departmentwise) was verified and overall report was compiled based on the submissions. Members were requested to track all departmental activities, staff and student accomplishments and include in respective report. Register shall be maintained for the purpose at Centralized level and shall be practiced at department level too. Department member was requested to support in organizing activities / events as required.

Planning & Execution

- **Spoken Tutorial (Tutorial & Test)**
- **Virtual lab session**
- **PCE skills**
- **NPTEL session tracking**

Members are requested to schedule conduct of the listed regular activities. 2 hours for tutorial and 1 hour slot for test is required for completion of planned spoken tutorial titles.

Department	II Yr	III Yr	IV Yr
CIVIL	QCAD	Inkscape	Latex
CSE	Linux, Ubuntu PHP & MySql	Python Netbeans	
ECE	Linux, Ubuntu	OSCAD	
EEE	Scilab		
MECH	QCAD	Openfoadm	

Details of Virtual Lab sessions are circulated to members and available at IQAC folder. Members to organize sessions for II and III year students. Guidelines issued for execution of PCE skills to be followed. NPTEL session tracking to be made by department members.

AQAR report submission

AQAR for 2016-17 is submitted to NAAC and posted at our website. Report for the period 17-18 will be completed and submitted by this month. Members are requested to take initiatives to strengthen areas that needs progression.

Session on Quality

Members to organize seminar/workshop on quality improvement titles internally. Steps will be taken to organize institute level programme and sponsored programme.

Support for Department Target setting process

Members to support in quality improvement steps for the department. PCE member of the department shall be supported by the IQAC member. IQAC member to support in department target setting process and attainment.

Members present

Civil, CSE, ECE, EEE, MECH, S&H

K. Albeo 5/1/19
IQAC Coordinator

Copy to:

All IQAC members

J. Mani 5/1/19



**ACADEMIC YEAR – 2018-19 (Even sem)
Staff Council Meeting-VII**

Minutes of Meeting

08.01.2019

Principal convened **Staff Council meeting VII** for the semester on **07.1.2019 between 2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- Reports
 - FVFS report by HoDs
 - Course Material verification & Lab Monitoring Committee report by Vice-Principal
 - Programme Advisory Committee
 - Department Target
 - AQAR Submissions
 - Department progression report
 - II Year students -reg.2017
 - Value Added Course initiatives
 - Industrial visit
 - Assessment schedule & pattern
 - Week test
 - Assessment
 - Conduct of Academic programmes
 - National Conference initiatives
 - Extension activities
 - PMKVY programme report by HoDs
 - Jaithu Kattuvom 2019 (Needamangalam venue report)
 - Other related matters

- **Programme Advisory Committee**
 - Department Target

With the view of strengthening quality parameters, PAC is constituted. Departments to freeze identification of external members and start the initiatives. In this regard, Departments are requested to set target for various activities. (as per format) Departments to ensure attainment of the set target.

- PCE skills

Guidelines issued for PCE skills for the courses to be followed.

- **SWAYAM , NPTEL certifications**
 - Staff members to complete SWAYAM / NPTEL course certifications. Advanced learners to be motivated for certifications.

Members present

VP

HODs CSE, MECH

HoD i/c. Civil, ECE

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator –R.Ponni

J. Ponni
08/11/19

PRINCIPAL

ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING(07.01.19)

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha 26/1/19.
02	Dr.S.Sivakumar	VP	S. Sivakumar 27/1/19
03	Dr.T.Shanthi	Project Officer	T. Shanthi 27/1/19.
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 27/1/19 (LEAVE)
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 27/1/19
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi 27/1/19
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 27/1/19. (OD)
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 27/1/19
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar OD.
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 27/1/19
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 27/1/19.
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 27/1/19

13. R. Ponni

AP/ECE

27/1/19

J. Arputha
27/1/19.

ACADEMIC YEAR - 2018-19

Annexure-I

Guidelines for Faculty-Visit-To-Factory Scheme (with effect from Jan'19 onwards)

Objective

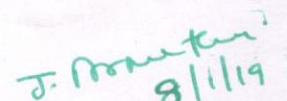
- Initiative resulting in establishing and strengthening Industry-Academia relations / linkages / collaborations.
- Listed activities to be initiated with the rapport established :
 - Industrial visit to students / staffs
 - In-plant training for students
 - Support for technical events (Workshop, Seminar, Symposium, Conference, Project expo etc.)
 - Signing of MoU
 - Support for campus recruitment
 - Student project works
 - Collaborative research project works

Procedure for FVFS scheme

- Every faculty to visit one industry / faculty for every academic year and submit report. Mathematics, English faculty shall visit IITs / reputed Universities and interact with Professor, visit high-end facilities. Visit shall be made on any day of the academic year. Faculty shall avail OD for the visit.
- Faculty member to identify the industry and submit requisition letter for visit one week in advance of the scheduled day. After approval, member shall visit the industry.
- Within 3 days of visit report about the visit to be submitted to Project officer. Outcome of the visit to be mentioned in the report.
- Highlights of the visit to be shared during subsequent DRM.

Note :

- Requisition letter to industry shall be sought from Project officer if needed.
- For academic year 2018-19, staff members to visit industry during Jan-May'19 and submit reports.


 8/1/19
PRINCIPAL



ACADEMIC YEAR 2018-19 (Even Sem)

IQAC Meeting Attendance
(Dt.08.02.19)

Department	IQAC Department Member	Signature
CIVIL	Mr. K Arun	<i>K Arun</i> 8/2/19
CSE	Mr.R.Sriramkumar	<i>R. Sriramkumar</i> 8/2/19
ECE	Ms.D.Vennila	<i>D. Vennila</i> 8/2/19
EEE	Mr.S.R.Karthikeyan	<i>S. R. Karthikeyan</i> 8/2/19
MECH	Mr.J.Prince Jerome Christopher	<i>J. Prince Jerome Christopher</i> 8/2/19
S&H	Mr.J.Jeyakrishnan	<i>J. Jeyakrishnan</i> 8/2/19

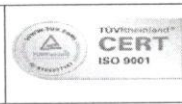
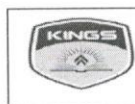


ACADEMIC YEAR 2018-19

IQAC Department Members

Meeting Attendance - Mar'18

IQAC Members	Signature
Mr.K.Arun/Civil	<i>K.Arun</i> 8/3/19
Ms.D.Vennila/ECE	<i>D.Vennila</i>
Mr.S.R.Karthikeyan/EEE	<i>S.R.Karthikeyan</i> 8/3/19
Mr.Prince Jerome Christoper /Mech	<i>Prince Jerome</i>
Mr.G.Jeyakrishnan/Maths(S&H)	<i>G.Jeyakrishnan</i> 8/3/19
Mr.R.SRIRAM KUMAR / CSE	<i>R.SRIRAM KUMAR</i> 8/3/19
PRINCIPAL	



9.03.2019

Academic Year 2018-19 (EVEN Sem)
IQAC MEETING
Minutes of Meeting

IQAC Meeting for the month of Mar'19 was held on 8.3.19 at CSE Lab between 12.30pm and 1.30pm. Status of planned activities for even semester was reported by the members.

Activity	Department					
	CIVIL	CSE	ECE	EEE	MECH	S&H
Swayam Courses	Faculty: 5 Student:- //	Faculty: 13 Student:- //	Faculty: 18 Student:37	Faculty: 3 Student:- //	Faculty: 13 Student:- //	Faculty: - Student:- //
NPTEL courses	Faculty:11 Student:- //	Faculty: 2 Student:- //	Faculty: 3 Student:-	Faculty: 12 Student:-	Faculty: 6 Student:-	Faculty: - Student:-
Alumni Interaction	3	4	4	2	6	-
Learning Outcome Analysis	After Revaluation result publication					
Spoken Tutorial workshop & certification	3	3	3	3	3*	-
AQAR submission	Submitted for 2016-17, 2017-18 For 2018-19 by June'19 (Online submission)					
Department activities report	Submitted for 2018-19 (Odd). For Even by May'19					
Virtual Lab sessions	2	2	2	2	2	-
Exit Survey	Conducted as Quality Circle Meet					

Activities planned for the Month of Apr'19 & May'19 to be completed by members.
All reports to be submitted as softcopy at IQAC folder

Members present

Civil, CSE, ECE, EEE, MECH, S&H

IQAC Coordinator

Copy to:

All IQAC members

J. Mani
13/3/19



ACADEMIC YEAR – 2018-19 (Even sem)
Staff Council Meeting-VIII

Minutes of Meeting

08.02.2019

Principal convened **Staff Council meeting VIII** for the semester on **07.2.2019 between 2.00 pm and 4.30 pm** at Conference Hall with the following agenda.

- Tuition fee payment & followup status
- Research Proposals & Programme Funding proposals
 - Utilization of 2(f) and 12(B) status
- Department Target
- Professional & Career Enhancement skills
- Launch of IIC
- Collaborations & linkages initiatives
 - Higher learning institutes / Universities
 - NPTEL
 - Industries
- Project work
- AQAR followup
- Student requirements & feedback
- Class committee meeting -followup
- Counseling session - followup
- HoDs Reports
 - Assessment Test-1 Performance
 - National Conference initiatives
 - Conduct of Academic programmes & report submission including professional societies (as on date)
 - Extension activities / Consultancy services – Initiatives
- Admission initiatives by Admission Officer
- Other related matters

Research Proposals & Programme Funding proposals - Utilization of 2(f) and 12(B) status

- Principal insisted departments to submit research proposals and programme funding proposals. Institute status of 2(f) and 12(B) has raised the scope of schemes. Eligibility and various scheme details was circulated to all HoDs. Submission of proposals to be motivated by HoDs.

Research Proposals & Programme Funding proposals - Utilization of 2(f) and 12(B) status

- Principal insisted departments to submit research proposals and programme funding proposals. Institute status of 2(f) and 12(B) has raised the scope of schemes. Eligibility and various scheme details was circulated to all HoDs. Submission of proposals to be motivated by HoDs.

Professional & Career Enhancement skills

To strengthen Coursewise outcome attainment, PCE skill activities are planned by course incharges. List of PCE skill activities was circulated for staff reference. Staff members to plan appropriate activities for their course(s) and execution to be made effectively.

Launch of Institution Innovation Council (IIC)

Our College has received certificate of appreciation from Innovation Cell, Ministry of HRD, Govt. of India for establishing Institution Innovation Council. President for IIC is Mr.R.Sundaramoorthy AP-III/EEE.

Collaborations & linkages initiatives

Higher learning institutes / Universities

Industries

- Under AICTE - Margadarshan scheme of NIT-Trichy, around 80 students accompanied by 4 faculty members underwent Industrial visit to SIEMENS Centre of Excellence, NIT-Trichy. Faculty members have established rapport with the members of Siemens COE for academic support.
- Departments to establish linkages and collaborate with the identified organization and member. Planned target in this regard to be achieved.

- **University Exam question papers** for previous semester were analyzed. Percentage of Internal assessment Question paper coverage mapping with AU indicated maximum coverage. Hence, students to be given awareness about the standard practice and details to be displayed at Notice Board.

Members present

VP

HODs CSE, MECH

HoD i/c. Civil, ECE

Project Officer

Academic Coordinators – S&H, EEE

IQAC Coordinator, ISO Coordinator

J. Ramakrishna
11/2/19

PRINCIPAL

ACADEMIC YEAR 2018-19

STAFF COUNCIL MEETING(07.02.19)

Attendance

S.No	Staff Name	Designation	Signature
01	Dr.J. Arputha Vijaya Selvi	Principal & HOD/ECE	J. Arputha Selvi 7/2/19
02	Dr.S.Sivakumar	VP	S. Sivakumar 7/2/19
03	Dr.T.Shanthi	Project Officer	T. Shanthi 7/2/19
04	Ms.R.Revathi	HOD/Civil (in-charge)	R. Revathi 7/2/19
05	Dr.S.M.Uma	HOD/CSE	S. M. Uma 7/2/19
06	Ms.Mangaiyarkarasi.N	HOD/ECE (in-charge)	M. Mangaiyarkarasi.N 7/2/19
07	Dr.Albert Martin Ruban	HOD/EEE	A. Martin Ruban 7/2/19
08	Dr.T.Pushparaj	HOD/MECH	T. Pushparaj 7/2/19
09	Dr.V.Sureshkumar	HOD/S&H	V. Sureshkumar 7/2/19
10	Ms.T.Gnanajeya	Academic Coordinator/I yr.	T. Gnanajeya 7/2/19
11	Mr.R.Sundara Moorthi	Academic Coordinator/EEE	R. Sundara Moorthi 7/2/19
12	Ms.K.Abhirami	IQAC/Coordinator	K. Abhirami 7/2/19
13	Ms.R.Ponni	ISO Coordinator	R. Ponni 7/2/19



**INTERNAL QUALITY ASSURANCE CELL
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM
(IV Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising IV year class representatives was held online on 01.06.21 between 11.00am to 01.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to academics, examinations and related matters. 2 members from all UG IV classes attended the meeting. Since it was the last Quality circle meet of 2017-2021 batch, students also shared about their experiences at KCE.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were also insisted to be ready with required stationeries for AU exams.

Recommendation of the following sites for student reference was shared

Easyengineering.net – all engineering books and materials

Clear scan app – to scan documents and generate pdf

Google meet id : meet.google.com/ucn-oxzi-fbx

Departmentwise representations / opinions shared

Civil department

M.Soundariya, K.G.Guruswathik represented Civil department

- Guruswathik, GATE scorer of 2017-21 batch, shared his preparatory experiences. Utilization of lockdown period since May'20 was the key factor. From May'20 till Dec'20 daily preparations was made (10 hours –3 hours per day). From Jan'21, series of online tests was attempted. He suggested students to start preparation from I year onwards, especially Maths, Aptitude papers. He also mentioned about his efforts towards Indian Engineering Services preparations.
- Soundariya mentioned about her likes towards practices of KCE : KoK award and Parent awarding degree to wards during convocation.
- Members represented juniors to utilize the wide learning opportunities available at KCE. Students to make use of various efforts taken by the institute.

CSE department

E.Jeevitha, K.Venkatesh Ragu represented CSE department

- Teaching is good at KCE. Learning materials are prepared well in advance and circulated to students.
- VII semester exams – tough, grade dropped (represented by Jeevitha)
- 6 days intensive T&P training offered during IV year was useful.
- Members also requested for regular aptitude practice exercises (Moderate, complex levels) right from II year onwards.

ECE department

Veeralakshmi.M, B.Melvin Charles represented ECE department

- Utilization of College library and textbooks was realized during III year. Juniors to utilize right from I year onwards. (represented by Melvin).
- School like practices helped in better preparations.
- VII semester exams tough – grade dropped
- Teaching is good at KCE. Staffs also good.
- More test practices is good
- Staff material preparations is good
- Convocation practice is good
- Students to recognize the efforts made towards students and utilize

EEE department

N.Nandhini, Sudharsanan represented EEE department

- Practices like school is for the betterment of students
- Facilities at KCE is good
- Counseling & student attention is good
- Staff members are flexible and ready to get the voices of students
- IV year study was little tough due to online classes.
- Industry question papers can be circulated and practiced by students.
- Teaching is good
- Represented for sports activities (due to covid last 2 sem activities were not possible)
- Student to cooperate with staff. Staff followup is good.

Mechanical department

R.Mohammed Yasin Sharif, Abbas Mohammed, K.Senthamizh Sudar, K.Shiram Sundar represented MECH department

- Learning materials are given.
- Rules are tough but good for students
- Staff involvement is good
- Unique qualities of staffs has helped students in the learning process
- Individual attention is given
- Slow learners were also able to do technical rounds of interview process.
- Regular IV year classes was missed (due to covid conducted via online).



**INTERNAL QUALITY ASSURANCE CELL
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM
(III Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising III year class representatives was held online on 02.06.21 between 02.00pm to 03.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG III classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions.

Recommendation of the following sites for student reference was shared
Easyengineering.net – all engineering books and materials
Pdfdrive.com- engineering books
Clear scan app – to scan documents and generate pdf
Readera app – book reader with a provision of bookmarking

Google meet id : meet.google.com/etg-veit-eya

Departmentwise representations / opinions shared

Civil Department

R.Nandhini, D.Dhinakaran

- Materials were shared through Google classroom
- AU guidelines session was organized by department.
- Online classes went on well.

CSE Department

T.Selvarani, E.Hariharan

- Online classes were good. Material was shared
- Exam practice is good. Time management is to be made carefully

ECE Department

Sarika, G.Prabhu

- Online classes went on well.
- Materials available
- Preparation for lab exams was raised and was explained to students.

EEE Department

U.Abirami, Jayaprakash, Karthikeyan

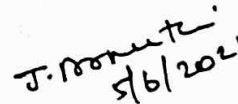
- Materials and books were shared
- Students to utilize exams.
- All students to take up AU exams without fail.

Mechanical Department

J.Venkateshwaran, S.Arunpandiyan

- Online classes went on well.
- Fee payment & Transport clarification was sought by a student.


IQAC COORDINATOR


5/6/2021
PRINCIPAL



**INTERNAL QUALITY ASSURANCE CELL
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM
(I Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising I year class representatives was held online on 04.06.21 between 12.15pm to 01.15pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG I classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Best of 2 option for Nov-Dec 2020 exam provision was declared on 02.06.21. Hence, students were insisted to utilize the provision and raise their grades. Vice-Principal briefed about revised AU examination guidelines to students. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions.

Recommendation of the following sites for student reference was shared
Easyengineering.net – all engineering books and materials
Pdfdrive.com- engineering books
Clear scan app – to scan documents and generate pdf
Readera app – book reader with a provision of bookmarking

Google meet id : meet.google.com/ucx-vqdv-sne

Departmentwise student representations

CIVIL department

Bharath.G, Maharish.H

- Classes going on smooth
- Materials shared
- Attending classes will make learning easier
- Exam modalities informed and known to all

CSE department

Bhavatharini.V, Gayathri.M

- No difficulties, classes going on well
- Materials available

ECE department

Ajay.A, Shanmugapriya.V

EEE department

Sneha, Gushendra Prasath

- 5 periods Online classes - datapack difficulty for few was represented. Break hours was represented.
- Seminar presentation slots were utilized well. Few students represented for flexibility in it. Members were explained about the purpose of overcoming stage fear and to improve presentation skills, such practices are followed.
- Staff motivations are good.

Mechanical department

Hemanathan.E, Samikannan.M

- Classes going on well. Materials were shared.
- Student absenteeism was represented.

K. Collier 5/6/21
IQAC COORDINATOR

J. Perumal
5/6/2021
PRINCIPAL



**INTERNAL QUALITY ASSURANCE CELL
ACADEMIC 2020-21 (EVEN SEMESTER)**

05.06.21

**QUALITY CIRCLE MEET MoM
(II Year classes)**

Quality Circle Meeting for 2020-21 even semester comprising II year class representatives was held online on 03.06.21 between 02.00pm to 03.00pm. IQAC coordinator welcomed the gathering and invited student members to share their representations related to examinations and related matters. 2 members from all UG II classes attended the meeting.

Principal motivated students to utilize descriptive pattern of Anna University examinations. Principal insisted about adherence to Anna University guidelines and readiness with required study materials for AU exams. Utilization of course plan to identify topicwise content from books was also insisted. Best of 2 option for Nov-Dec 2020 exam provision was declared on 02.06.21. Hence, students were insisted to utilize the provision and raise their grades.

Vice-Principal briefed about revised AU examination guidelines to students. KCE contact persons related to AU exams was also shared to students for any queries. Students were insisted to utilized 3 hours slot in a planned manner and attend all questions. Students were demonstrated about pdf files submitted by students (do's and don'ts was elaborated)

Recommendation of the following sites for student reference was shared

Easyengineering.net – all engineering books and materials

Pdfdrive.com- engineering books

Clear scan app – to scan documents and generate pdf

Reader app – book reader with a provision of bookmarking

Google meet id : meet.google.com/ppw-jssa-wdu

Departmentwise student members

Civil Department

R.Madhumitha, M.Jeyaseelan

CSE Department

Fasila Afreen.J, Varun

ECE Department

K.Gayathri, Nithitha, Sarika, G.Prabhu

EEE Department

Regina, Pandidevi.P

Mechanical Department


L.Priyadharshan, R.Kishore

Student representations


- Online classes went on well
- Materials and books were shared through GCR
- Revision classes for ODD semester courses
- Exam procedures were informed

K. Vellu 5/6/21
IQAC COORDINATOR


J. Praveen
5/6/2021
PRINCIPAL




Sarika Anbazhagan




09_Arunpandiyar.S




08-Karthikeyan K




Dr. Arputhavijaya Selvi




Dhina Cool




Dr. Sivakumar



12_Nandhini Ravi











5 others

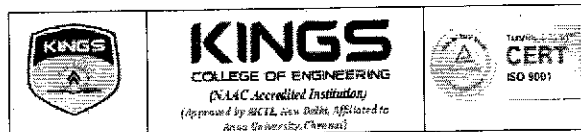


You

People

+ Add people

-  07 - JAYAPRAKASH R
-  08-Karthikeyan K
-  09_Arunpandiyar.S
-  12_Nandhini Ravi
-  17_Hari E
-  33_Solva Rani CSE
-  52-புட்டுக்கோட்டை ...
-  Dhina Cool



ACADEMIC YEAR 2020-21

INTERNAL QUALITY ASSURANCE CELL

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL

CIRCULAR

06.01.2021

Student Quality Circle meet is scheduled as below. Student representatives are directed to join through google meet link at 11.50am on their scheduled date.

IV Year – 07.01.2021

<https://meet.google.com/mbw-khdu-uhv>

III Year – 08.01.2021

<https://meet.google.com/rgt-xwwe-ver>

II Year – 11.01.2021

<https://meet.google.com/fuc-qaye-ins>

Note :

Students should join the meeting in formal dress code. IQAC department member to ensure respective students join on time.

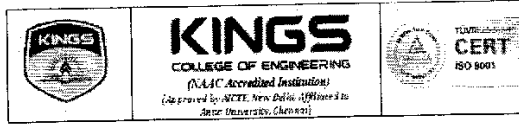
J. Manjunathan
06/1/2021

PRINCIPAL

Copy to:

- 1. Secretary**
- 2. Vice-Principal**
- 3. HoDs & IQAC members**

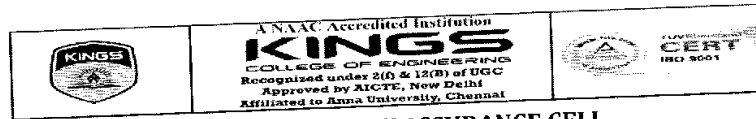
Encl : Student namelist



ACADEMIC YEAR 2020-21
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
BRANCHWISE STUDENTS

Branch	Student
CIVIL	M.Soundariya, IV Yr ✓
	K.G.Guruswathik, IV Yr ✓
	R.Nandhini, III Yr ✓
	D.Dhinakaran, III Yr ✓
	R.Madhumitha, II Yr ✓
	M.Jeyaseelan, II Yr ✓
CSE	E.Jeevitha, IV Yr ✓
	K.Vengatesh Ragu, IV Yr ✓
	T.Selvarani, III Yr ✓
	E.Hariharan, III Yr ✓
	Fasila Afreen.J, II Yr ✓
	Gopinath.P, II Yr ✓
ECE	Veeralakshmi.M, IV Yr. ✓
	B.Melvin Charles, IV Yr. ✓
	M.Kruthika, III Yr. <i>Sarika</i> ✓
	G.Prabhu, III Yr. ✓
	K.Gayathri, II Yr ✓ <i>Nithya</i>
	A.Jayakumar, II Yr <i>Kishor Sekar prakath</i> ✓
EEE	S.Aadhavan, IV Yr ✓ ✓ <i>Sudhakaran</i>
	N.Nandhini, IV Yr ✓
	U.Abirami, III Yr ✓
	R.Karthikeyan, III Yr ✓
	P.Pandidevi, II Yr <i>Ramya P</i> ✓
	V.Raghu, II Yr ✓
MECH	R.Mohammed Yasin Sharif, IV Yr. ✓
	D.Madhesh, IV Yr. ✓ <i>(Abbas)</i>
	K.Senthamizh Sudar, IV Yr. ✓
	K.Shriram Sundar, IV Yr. ✓
	J.Venkateshwaran, III Yr ✓
	S.Arunpandiyan, III Yr ✓
	L.Priyadarshan, II Yr. ✓
	R.Kishore, II Yr. ✓

8-1-2021 - III yr meeting
 11-1-2021 - II yr meeting
 12-1-2021 - IV yr meeting



**INTERNAL QUALITY ASSURANCE CELL
ACADEMIC YEAR 2020 – 2021 (ODD SEMESTER)**

MINUTES OF STUDENT QUALITY CIRCLE MEET

18.01.2021

Departmentwise student representations regarding ODD semester courses coverage through online mode, value additional initiatives was sought.

Google meet based online meeting was scheduled classwise and organized as follows

08.01.2021 – III year classes (between 12.00 to 1.45pm)

11.01.2021 – II year classes (between 12.00 to 1.30pm)

12.01.2021 – IV year classes (between 2.00 to 3.30pm)

Principal & Vice-Principal motivated students towards skill enrichment initiatives and preparation for forthcoming end-semester examinations. Useful weblinks was also shared during discussion.

General

- Few students were having signal issues / smart phone issue. In case of technical issues, students were advised to visit college 2 days / week in consent with Class coordinator adhering to safety norms.
- Students were also advised to share additional reference material (MCQs) through class groups.
- Project works were carried out as per schedule by Final year students. Students were also directed to submit proposals for project work funding agencies.
- Final year students were also insisted to prepare for campus drives. Exclusive 1 week T&P training details was also shared.
- Students were insisted to undergo and complete SWAYAM/ NPTEL courses. Value addition initiatives to be utilized effectively
- Students were advised to follow Online examination guidelines provided by Anna University. Technical issues / phone issues to be solved. Students to ensure required bandwidth and adhere to guidelines while attending online exams.
- Students were also insisted to undergo Online internships.

K. Allex 18/1/21
IQAC COORDINATOR

J. R. Ramanathan
18/1/2021
PRINCIPAL

Encl:
Departmentwise student representations.

DEPARTMENT OF CIVIL ENGINEERING

Sl. No.	SUB. CODE	NAME OF THE SUBJECTS	STAFF NAME	REMARKS
II YEAR / III SEM				
1	MA8353	Transforms and Partial Differential Equations	Dr.Suresh	<ul style="list-style-type: none">MCQ set were shared. Explanations provided.e-material & e-books were posted at Google classroom for all coursesAdditional questions were identified & used by studentsRevision classes were organized as per schedule. Students are appearing for Model exams
2	CE8301	Strength of Materials I	Mr.K.Arun	
3	CE8302	Fluid Mechanics	Ms.V.Ishwarya	
4	CE8351	Surveying	Ms.K.Bhavarohini	
5	CE8391	Construction Materials	Mr.R.Sundharam	
6	CE8392	Engineering Geology	Ms.T.Bhuvaneshwari	
III YEAR / V SEM				
1	CE8501	Design of Reinforced cement concrete elements	Mr.S.R.Elwin Guru Chanth	<ul style="list-style-type: none">e-books & e-material were posted in Google classroomMCQ set was sharedExplanations provided for MCQ set.PPT / Video based lecture sessionsRevision classes, exams are planned and handled2 SWAYAM Courses were registered by all (even sem)23/27 were attending classes regularly
2	CE8502	Structural Analysis I	Ms.T.Bhuvaneshwari	
3	CE8591	Foundation Engineering	Ms.M.Priya	
4	EN8491	Water Supply Engineering	Ms.V.Ishwarya	
5	GI8014	Geographic Information System	Ms.K.Jeyashankari	
6	OA1551	Environment and Agriculture	Ms.K.Bhavarohini	
IV YEAR / VII SEM				
1	CE8701	Estimation Costing and Valuation Engineering	Mr.S.R.Elwin Guru Chanth	<ul style="list-style-type: none">E-material and MCQs were postedStudents were referring additional MCQ sets also.
2	CE8702	Railways, Airport, Docks & Harbour Engineering	Ms.K.Jeyashankari	
3	CE8703	Structural design and Drawing	Mr.K.Ranjith	
4	CE8011	Design of Prestressed concrete Structures	Ms.R.Revathi	
5	OEN751	Green Building Design	Ms.M.Priya	

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Sl. No.	SUB. CODE	NAME OF THE SUBJECTS	STAFF NAME	REMARKS
II YEAR / III SEM				
1	MA8351	Discrete Mathematics	Dr.R.Suresh	<ul style="list-style-type: none">MCQ set along with explanations was provided.E-material and books were also shared.Few students were having connectivity issues sometimes.
2	CS 8351	Digital Principles and System Design	Ms.D.Vennila	
3	CS 8391	Data Structures	Mr.M.Arun	
4	CS 8392	Object Oriented Programming	Dr.D.Sivakumar	
5	EC 8395	Communication Engineering	Mr.Balakrishnan	
III YEAR / V SEM				
1	MA 8551	Algebra and Number Theory	Mr. Sankara Kalidoss	<ul style="list-style-type: none">MCQ set were given for all courses. Ample questions were covered. E-material unitwise was also shared.GATE questions were also covered.Regularly 40/45 were attending classes.
2	CS 8591	Computer Networks	Mr.K.Rajesh	
3	EC 8691	Microprocessors and Microcontrollers	Mr.Thandayuthapani	
4	CS 8501	Theory of Computation	Ms.S.Puvaneswari	
5	CS 8592	Object Oriented Analysis and Design	Dr.S.M.Uma	
6	OMF551	Product Design and Development	Ms.R.Sugantha Lakshmi	
IV YEAR / VII SEM				
1	MG 8591	Principles of Management	Mr.Baran Kumar	<ul style="list-style-type: none">Unitwise MCQ set were posted. E-material were also posted at Google classroom. NPTEL questions were also included in MCQ set. GATE question set were also referred.Students were appearing for Model exams
2	CS 8792	Cryptography and Network Security	Mr.S.Rajarajan	
3	CS 8791	Cloud Computing	Ms.B.Sangeetha	
4	CS 8088	Wireless Adhoc & Sensor Networks	Ms.K.Abhirami	
5	IT 8075	Software Project Management	Mr.R.Sriramkumar	
6	OME752	Supply Chain Management	Ms.G.Chandra Praba	

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

II YEAR / III SEM				
Sl. No.	SUB. CODE	NAME OF THE SUBJECTS	STAFF NAME	REMARKS
1	MA8352	Linear Algebra and Partial Differential Equations	Ms.T.Gnanajeya	<ul style="list-style-type: none"> MCQ sets and e-materials were posted. Students were also sought to discuss MCQ set during revision classes. Explanations for provided for question set. Revision classes were executed as per plan
2	EC8393	Fundamentals of Data structures	Ms. S.Puvaneshwari	
3	EC8351	Electronic circuits-I	Mr.S.Sivakumar	
4	EC8352	Signals and Systems	Mr.K.Sudarsanan	
5	EC8392	Digital Electronics	Mrs.R.Ponni	
6	EC8391	Control systems Engineering	Mrs.U.Jeyamalar	
III YEAR / V SEM				
1	EC8501	Digital Communication	Mr.A.Herald	<ul style="list-style-type: none"> MCQ set and e-materials were shared for all courses. Additional questions set were also provided. Students sought board teaching based sessions for problem based courses Classes were handled as per course plan. Online teaching-learning was found comfortable by most of the students. Few students had network connectivity issue / phone issues.
2	EC8553	Discrete Time Signal Processing	Mr.S.Ramarajan	
3	EC8552	Computer Architecture	Mr.R.Sathyaraj	
4	EC8551	Communication networks	Mrs.P.Thirumagal	
5	EC 8073	Medical electronics	Dr.T.Shanthi	
6	OR 0551	Renewable Energy sources	Mrs. N.Mangaiyarkarasi	
IV YEAR / VII SEM				
1	EC8701	Antennas & microwave Engineering	Mr.R.Balakrishnan	<ul style="list-style-type: none"> MCQ set including GATE questions were discussed and posted. E-materials were provided. Two SWAYAM courses were registered by students.
2	EC8751	Optical communication	Mr.T.Pasupathi	
3	EC8791	Embedded and real time Systems	Mr.T.Jeyaseelan	
4	EC 8702	Ad-hoc and wireless sensor networks	Mr.P.Rajapirian	
5	EC 8092	Advanced Wireless communication	Mr.R.Sathyaraj	
6	OIC751	Transducer Engineering	Mrs.U.Jeyamalar	

DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

II YEAR / III SEM				
Sl. No.	SUB. CODE	NAME OF THE SUBJECTS	STAFF NAME	REMARKS
1	MA8353	Transforms and Partial Differential Equations	Mr.G.Jeyakrishnan	<ul style="list-style-type: none"> MCQ set covering GATE questions was provided. E-material was posted for all courses. No long absentees
2	EE8351	Digital Logic Circuits	Mrs.D.Vennila	
3	EE8391	Electromagnetic Theory	Mrs.N.Rajeswari	
4	EE8301	Electrical Machines - I	Mr.C.John Selvaraj	
5	EC8353	Electron Devices and Circuits	Mr.W.Newton David Raj	
6	ME8792	Power Plant Engineering	Mr.J.Arokiaraj	
III YEAR / V SEM				
1	EE8501	Power System Analysis	Dr.S.Sivakumar	<ul style="list-style-type: none"> MCQ sets with explanations was provided. E-material were also shared. Revision classes were also handled. 3 students had network issue / phone issue.
2	EE8551	Microprocessors and Microcontrollers	Dr.M.Meenalochani	
3	EE8552	Power Electronics	Mr.S.R.Karthikeyan	
4	EE8591	Digital Signal Processing	Mr.K.Sudharsan	
5	CS8392	Object Oriented Programming	Mrs.R.Ranitha	
6	OMD551	Basics of Biomedical instrumentation	Mr.R.Sundaramoorthi	
IV YEAR / VII SEM				
1	EE8701	High Voltage Engineering	Mr.S.Sakthivel	<ul style="list-style-type: none"> Unitwise MCQ set were posted. E-material were also posted at Google classroom 2 students had network issues.
2	EE8702	Power System Operation and Control	Mrs,N.Arulmozhi	
3	EE8703	Renewable Energy Systems	Dr.A.Albert Martin Ruban	
4	OCS752	Introduction to C programming	Mr.R.Rajarajan	
5	GE8071	Disaster Management	Mr.B.Suresh Babu	
6	EE8010	Power Systems Transients	Mr.S.R.Karthikeyan	

DEPARTMENT OF MECHANICAL ENGINEERING

II YEAR / III SEM				
Sl. No.	SUB. CODE	NAME OF THE SUBJECTS	STAFF NAME	REMARKS
1	MA 8353	Transforms and Partial Differential Equations	Dr. Ramya	<ul style="list-style-type: none">Unitwise MCQ set and e-material was provided. Students were insisted to take printout and prepare.GATE questions was covered in MCQ setFew students were finding network issues / phone issues.
2	ME 8391	Engineering Thermodynamics	Mr.H.Agilan	
3	CE 8394	Fluid Mechanics and Machinery	Mr.B.Adhichelvan	
4	ME 8351	Manufacturing Technology - I	Mr.S.Karthi	
5	EE 8353	Electrical Devices and Controls	Mr.C.John Selvaraj	
III YEAR / V SEM				
1	ME 8595	Thermal Engineering - II	Mr.S.Desigan	<ul style="list-style-type: none">MCQ set and explanations was provided. For problem based courses, hints were provided for PART-B questionsVideos /PPT were also sharedGATE question were included in MCQ set.
2	ME 8593	Design of Machine Elements	Mr.V.Vijayakumar	
3	ME 8501	Metrology and Measurements	Mr.Melwin	
4	ME 8594	Dynamics of Machines	Mr.J.Rajaparthiban	
5	OAT 552	ICE	Mr.P.P.Santharaman	
IV YEAR / VII SEM				
1	ME 8792	Power Plant Engineering	Dr.T.Pushparaj & Dr.P.P.Shantharaman	<ul style="list-style-type: none">Unitwise MCQ set were posted. E-material were also posted at Google classroom
2	ME 8793	Process Planning and cost Estimation	Mr.S.Sabanayagam	
3	ME 8791	Mechatronics	Mr.M.Sakthivel Mr.Desigan.S	
4	OIE 750	Robotics	Mr.B.Ramvignesh	
5	ME 8097	Non Destructive Testing and Evaluation	Mr.N.Magesh Mr.V.Vijayakumar	
6	GE 8077	Total Quality Management	Mr.N.Sudhakar	



ACADEMIC YEAR 2020-21
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
BRANCHWISE STUDENTS

Branch	Student
CIVIL	M.Soundariya, IV Yr
	K.G.Guruswathik, IV Yr
	R.Nandhini, III Yr
	D.Dhinakaran, III Yr
	R.Madhumitha, II Yr
	M.Jeyaseelan, II Yr
CSE	E.Jeevitha, IV Yr
	K.Vengatesh Ragu, IV Yr
	T.Selvarani, III Yr
	E.Hariharan, III Yr
	Fasila Afreen.J, II Yr
	Gopinath.P, II Yr
ECE	Veeralakshmi.M, IV Yr.
	B.Melvin Charles, IV Yr.
	M.Kruthika, III Yr.
	G.Prabhu, III Yr.
	K.Gayathri, II Yr
	A.Jayakumar, II Yr
EEE	S.Aadhavan, IV Yr
	N.Nandhini, IV Yr
	U.Abirami, III Yr
	K.Karthikeyan, III Yr
	P.Pandidevi, II Yr
	V.Raghu, II Yr
MECH	R.Mohammed Yasin Sharif, IV Yr.
	D.Madhesh, IV Yr.
	K.Senthamizh Sudar, IV Yr.
	K.Shriram Sundar, IV Yr.
	J.Venkateshwaran, III Yr
	S.Arunpandiyan, III Yr
	L.Priyadarshan, II Yr.
	R.Kishore, II Yr.



**ACADEMIC YEAR 2019-20 (2ND SEMESTER)
Student Representative Meeting with Principal**

18.08.19

Minutes of Meeting

Principal convened meeting with II year student representatives on **17.08.19** with the composition of 4 members (2 boys and 2 girls) from engineering branches. With the agenda of identifying student requirements, meeting was organized. Branchwise student representations are as follows:

CIVIL

- Laboratory sessions learning / skill enrichment to be supported in a better manner.
- Survey (T) – practical mapping to the course is good. Need better approaches for theoretical preparations to meet AU exams. Additional hour requirement was represented.
- FM(T) – Need additional hours. Better approaches in teaching shall be given. Problems to be solved in class.
- Geology – Need notes for preparation.
- Guest Lecture held recently for 8 Hrs. Feedback for the session was good. Student felt comfortable and ease inspite of continuous session. Representation was made for continuous 2 hrs. slots for subjects.

CSE

- No difficulties in courses & lab sessions.
- DPSD – Advanced topics was dealt by ECE faculty.
- Representation for tap repair work at Gents toilet was made.

ECE

- Control System – Additional slot requirement was represented. Boy students to be given additional guidance.
- SS – additional slot requirement was represented.
- Maths – Teaching is good. Homework done by students. Additional slot requirement was represented.
- Data structures – Biology students need additional guidance.
- DE – teaching is good.
- Representation for Classroom board size (small) was made.

EEE

- No difficulties in Maths, DLC, EMT, EDC, PPE subjects.
- EM – representation for additional hours was made.

MECH

- No difficulties in Maths subject, Fluid Mechanics, MT
- Thermodynamics – class control to be established by the faculty. Teaching is good.
- Student regularity to classes is lacking.
- MT lab sessions

J. Mani
18/08/19

PRINCIPAL



ACADEMIC YEAR 2019-20 (ODD SEMESTER)
Student Representative Meeting with Principal

18.08.19

Minutes of Meeting

Principal convened meeting with III year student representatives on 17.08.19 with the composition of 2 members from engineering branches. Students were directed to share their suggestions / grievances about academics and general requirements if any. Branchwise student representations are as follows

CIVIL

- Concise study material is required for open elective including diagrams.
- Syllabus completion is made as per plan.
- Waste Water Analysis lab – mercury level low, chemicals shortage. Few repair and services to be undergone.
- Apr-May'19 AU exams – Students unable to attend Part-C questions. Part-A questions all were found difficult for few courses.
- Time management difficulty is found among students.

CSE

- MPMC – difficulty in remembering pin diagrams was made. Consolidated diagram sheet will be issued to support.
- 3 hrs Lab slots allotment was insisted.
- Local visit representation was made.
- Lab printout sheet – difficulty in taking printout was represented. Steps will be taken to rectify.

ECE

- RES – students found difficulty in writing theoretical paper. Guidance will be provided.
- DSP – additional hours to be allotted.

EEE

- Printing machine repair status at Central Library & Ladies hostel was reported. Steps will be taken immediately.

MECH

- MM lab - Instrument box and Component box with rust status was reported. Steps will be taken to rectify.
- Open Elective – Diagrams printout as consolidations was represented.
- Metrology – Multimedia based coverage is good.
- Student regularity to be improved
- MT – problems to be discussed.

Principal insisted for regular learning among students. Guidelines regarding University examination preparations was discussed.

- Students to follow prescribed textbooks and reference books. Exercises for chapters to be practiced by students.
- Continuous Internal Assessment Test (CAT) pattern change feasibility was discussed. 3 hrs test covering 2 units was proposed. Students coverage of topics per unit will be increased and writing practice will aid them in better performance. Coaching classes will be planned during AN for every subject. Students scoring 70 marks in all the subjects will be exempted from Saturday coaching classes. Students securing marks <60 will be attending evening coaching classes and Saturday coaching classes.
- Syllabus will be completed by Aug'19 end. Revision classes will be conducted after CAT. Students to utilize these slots effectively.
- Students to aim for better grade in University examinations.

J. M. M. 18/8/19

PRINCIPAL



ACADEMIC YEAR 2019-20
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET - II Yr. classes

Branch	Student	Signature
CIVIL	R. Nandhini	R. Nandhini
	R. Padma Reka	R. Padma Reka
	J. VINDTH KURAR	J. Vinodh Kumar
	J. Abraham Raja	J. Raja
CSE	Haritharan. E	Haritharan. E
	Abirami. P	P. Abir
	Abasena M.	M. Abasena
ECE	A. Sarika	A. Sarika
	M. Keerthika	M. Keerthika
	G. Prabhu	G. Prabhu
	S. THIRUMURUGAN	S. Thirumurugan
EEE	K. Karthikeyan	K. Karthikeyan
	R. Jayaprakash	R. Jayaprakash
MECH	R. Karthikeyan	R. Karthikeyan
	S. Sruya	S. Sruya



ACADEMIC YEAR 2019-20
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET – III & IV Yr. classes

Branch	Student	Signature
CIVIL	M.Soundariya, III Yr	M.Soundariya.
	K.G.Guruswathik, III Yr	
	N. ANTONY JOE, III Yr	N. Antony Joe
	K.Kowsalya, IV Yr.	
	S.Surya, IV Yr.	
CSE	K.Vengatesh Ragu, III Yr	K.Venkatesh Ragu
	E.Jeevitha, III Yr	E.Jeevitha
	Bharanitharan.N, IV Yr.	
	Thilagavathi.S, IV Yr.	
ECE	S.Dhanasekaran, IV Yr	
	K.Priyadharsini, IV Yr.	
	U.Udayarani, III Yr.	U.Udayarani
	M. Ezbiarasi	M. Ezbiarasi
	Melvin Charles, III Yr.	Melvin Charles
EEE	S.Parthiban, IV Yr	
	R.Pavithra, IV Yr	
	S.Aadhavan, III Yr	P. Gopinath
	P.Gobinath	P. Gobinath
	N.Nandhini, II Yr	N. Nandhini
MECH	S.Afshal Hussain, IV Yr.	
	Chyleshwar.M, IV Yr.	
	R.Mohammed Yasin Sharif, III Yr.	R. Mohammed Yasin Sharif
	D.Madhesh, III Yr.	
	K.Senthamizh Sudar, III Yr.	
	K.Shriram Sundar, III Yr.	K. Shriram Sundar
	M. Sathya Moorthi	M. Sathya Moorthi

INTERNAL QUALITY ASSURANCE CELL
STUDENT REPRESENTATIVE MEETING – I YR CLASSES
Minutes of Meeting – 09.10.19

Student Representative Meeting for First year classes was organized on 09.10.19 between 1.00pm and 2.00pm at Principal Cabin. 4 students from every branch of Engineering participated in the meeting.

Principal convened the meeting mentioning the objective of the team and directed student members to represent student issues related to academics and general issues if any. Following points were insisted during the meeting by Principal & Vice Principal

- Prescribed textbooks and reference books to be followed.
- Regular learning to be practiced. Group learning activities shall be practiced during coaching / revision classes. Peer learning support by advanced learners to other teams was also insisted.
- Motivations towards overall development activities and become eligible for campus placements was insisted.

Representations made by students

- CSE branch – bi-lingual approach shall be practiced by Physics faculty for better understanding.
- Mechanical branch – Physics – derivations were found difficult by students. Representation was also made for additional support for maths.
- ECE branch – Physics lab utilization to be made during allotted slots . Break hours shall not be utilized as lab slot. EG slots were missed due to holidays and to be compensated.

General representation

- Tamil medium students from all branches find difficulties in Technical English course. Hence, additional support is required.
- Library slots at regular time table.
- Textbook for mathematics
- Student felt happy with the disciplinary approach practiced at the institute.
- Internal events participation was insisted during the I year study period.

Students were motivated for better performance and to obtain good results in CAT-2, model and University examinations.

J. Praveen
9/10/19.

PRINCIPAL

ACADEMIC YEAR 2019-20
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET - I Yr. classes (09/10/19)

Branch	Student	Signature
CIVIL	B. Agalya	B. Agalya
	R. Rengaswari	R. Rengaswari
CSE	S. Swetha	S. Swetha
	P. Deepika	P. Deepika
ECE	SM. Swetha	SM. Swetha
	S. Ramana Bharathi	S. Ramana Bharathi
	K. Gayathri	K. Gayathri
	K. Mathivanan	K. Mathivanan
EEE	KRISHNA.M.E.	KRISHNA.M.E.
	R. REGINA	R. REGINA
MECH	A. Barath babu	A. Barath babu
	M. Syed Usman Ali	M. Syed Usman Ali
	A. Siva Subramanian	A. Siva Subramanian
	D. Harisharan	D. Harisharan


 9/10/19

J. Monish
 9/10/19



ACADEMIC YEAR 2018-19 (EVEN SEMESTER)
Student Representative Meeting with Principal

05.03.19

Minutes of Meeting

Principal convened meeting with II year & III year student representatives on 04.03.19 with the composition of advanced, average and slow learner from engineering branches. With the agenda of identifying student requirements, meeting was organized.

Branchwise student representations are as follows.

II Year classes

CIVIL

- No issues. Extra classes are arranged for tough subjects
- Except Hydraulics Lab based experiments, other labs completed.
- Lateral entry students are able to perform better.

CSE

- Need extra coaching for OS & SE.
- PQT -5th Unit few topics to be completed

ECE

- PRP – 1 Unit to be completed
- LIC lab – 2nd batch – simulation based experiments to be completed.

EEE

- M&I subject is found tough by students.

MECH

- A sec – Maths, SoM, KoM – 5th unit is handled.
- B sec- syllabus completed. Labs also completed.

III Year classes

CIVIL

- No difficulties.

CSE

- Need extra classes for DSP and CD
- Lab classes completed

ECE

- FPGA Lab – R&D kit based experiment demo was requested.

- T&P training – additional exercises for practice was requested.

EEE

- Students are motivated for paper presentation and conference participation
- NIT workshop was found useful.
- PCE skills exercises are useful.
- DEM - need extra slots during revision.

MECH

- A- sec -Labs sessions are over. Part-A practice is lagging in students.
- B-sec - ~~FE~~^P Subject is tough

(FEA)

Principal motivated students to perform well in exams. Regular reading habits was insisted. Industrial training efforts are to be made effectively. In-House projects are encouraged. Students to concentrate on aptitude skills and overall development so as to land up with better career opportunities. Question bank covers Anna University question set, hence students to practice well and perform better in exams.

J. Ramesh
5/3/19

PRINCIPAL



ACADEMIC YEAR 2018-19 (EVEN SEMESTER)
Student Representative Meeting with Principal

05.03.19

Minutes of Meeting

Principal convened meeting with IV year student representatives on 04.03.19 with the composition of 2 overall performers, 1 average and 1 slow learner from engineering branches. Students were given open platform to share their experiences at the campus for 4 years period. Students were also directed to share suggestions if any.

Branchwise student representations are as follows

CIVIL

- **Learning experience** was joyful.
- **Appreciated the practices** of Value Added courses, My Credit Course, Library resources, Competency Development classes
- **Structure of Question bank** and its content was appreciated.
- Student from Chennai based mentioned about the **usefulness of coaching classes**.
- **Syllabus coverage and Assessment practice** was appreciated.
- Representation for **Cultural programmes** to be continued was raised.
- Represented about their comfort for color dress over uniform.
- Sports – event participation other than zonal matches was represented.
- Placement opportunities was represented. (efforts are taken)

CSE

- **Coaching & Saturday classes** though found tough initially was effective and useful.
- **Goolge classroom practice** is good.
- **Question bank is good. Guidance by staff is good.**
- **Revision classes** are very useful.
- **Coding** by student can be encouraged more.
- **Initiatives for communication skills** improvement was represented.
- Training sessions / provision for **GMAT / GRE / IELTS / UPSC exams** shall be arranged.

- **Arrear students** to be motivated for external event participation. OD not to be sanctioned based on arrear.
- **Lab printout sheet** size can be set as the size of **A4**. Find difficulties in taking printout.

ECE

- **Care and guidance is good.**
- **College timing is comfortable.**
- Representation for **Assessment answer script** correction can be made by staff not handling class / course
- **Weekly test during T&P hours. Additional practice for aptitude skills.**
- **Library – Computing system issue** due to virus was mentioned. (Steps taken to resolve).
- **Students** represented for Dispensary facility. (Steps will be taken)

EEE

- **Need printout facility at Library**
- **Question bank** distribution can be made little earlier.
- **Student friendly approach is good.**

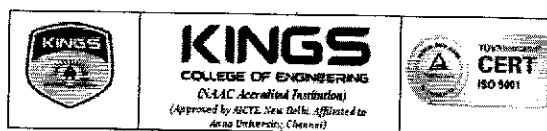
MECH

- **CNC Machine** utilization can be enhanced. Service pack alone utilized. Other labs are OK.
- **Overall development activities** was appreciated and found effective. Stage fear defeated. Motivations for overall growth at KINGS is good. 18th ISTE provided platform to stage and then continued with other events.
- **Assignment Presentation Hour (APH)** is useful. To be continued effectively,
- **Graduation Day** certificate by Parents is good.
- **Staff-Student relationship** is good. Staff members are motivating and supporting for overall growth of students.
- **ALUMNI** interaction sessions are useful.

Principal & Vice-Principal insisted for student preparation towards placement opportunities. **Examination** preparation guidelines was shared. Mathematics arrear coaching sessions to be utilized. Principal appreciated the batch for their performance, wished students for better performance in exams and successful career.

Rat

J. Ramakrishna
05/3/19
PRINCIPAL



ACADEMIC YEAR 2018-19 (EVEN SEMESTER)
Student Representative Meeting with Principal

06.03.19

Minutes of Meeting

Principal convened meeting with I year student representatives on 05.3.19 with the agenda of academic progression and identification of support needed by students. Two advanced learners and 1 average & slow learner from each branch participated in the meeting.

Principal briefed on the following matters during the meet.

- Students should cultivate habit of regular learning & coverage of topics dealt every day. Regularity in attending classes, lab sessions, internal assessments was insisted.
- Students were informed about maintaining better CGPA with nil arrear status for availing campus placement opportunities. Students were advised to improve English communication skills.
- Regulations 2017 major highlights was briefed.
- Homeworks assigned for Mathematics courses are to be completed and submitted every day. Necessary support will be provided to support student progression in studies.
- Anna University preparatory guidelines was given
 - Prescribed textbooks and reference books are to be utilized for preparations.
 - Internal Assessment Question paper matches with the Anna University end-sem exam question paper. Students were instructed to prepare well for internal assessments, raise their standards and perform well.
 - Question Bank covers previous year Anna University Question paper collections. Hence, students were advised to utilize question bank for their preparations.
 - Students were also advised to attend Part-A questions for better scores.
- Students were advised to enhance their skills, maintain consistent records and avail placement opportunities.

Branch specific representations made are as follows:

CIVIL

- Need additional sessions. Content delivery to be little more elaborated.
- Physics – need simplified notes.
- Engineering Mechanics – Good
- Other subjects no issues.

CSE & ECE

- No issues

EEE

- Circuit Theory – difficult to understand. Need more support.

MECH

- BEEE – Need notes

J. M. M. M.
6/3/19.
PRINCIPAL

ACADEMIC YEAR 2018-19
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET – II & III Yr. classes

Branch	Student	Signature
CIVIL	M.Soundariya, II Yr	M.Soundariya.
	K.G.Guruswathik, II Yr	AB
	K.Kowsalya, III Yr.	K.Kowsalya.
	S.Surya, III Yr.	S. Surya.
CSE	K.Vengatesh Ragu, II Yr	K.Venkatesh Ragu
	E.Jeevitha, II Yr	E.Jeevitha
	Bharanitharan.N, III Yr.	B.N. Bharanitharan
	Thilagavathi.S, III Yr.	S. Thilagavathi
ECE	S.Dhanasekaran, III Yr	S. Dhanasekaran
	K.Priyadharsini, III Yr.	K. Priyadharsini
	U.Udayarani, II Yr.	U. Udayarani
	Melvin Charles, II Yr.	Melvin Charles
EEE	S.Parthiban, III Yr	S. Parthiban
	R.Pavithra, III Yr	R. Pavithra
	S.Aadhavan, II Yr	S. Aadhavan
	N.Nandhini, II Yr (N. Ishwarya)	N. Ishwarya
MECH	S.Afshal Hussain, III Yr.	S. Afshal Hussain
	Chyleshwar.M, III Yr. E. Sanjay	E. Sanjay
	R.Mohammed Yasin Sharif, II Yr. (P. ENOCH EBENEZER)	P. Enoch Ebenezer
	D.Madhesh, II Yr.	D. Madhesh
	K.Senthamizh Sudar, II Yr.	K. Senthamizh Sudar
	K.Shriram Sundar, II Yr.	AB

S. Muthu
4/3/19.
PRINCIPAL

ACADEMIC YEAR 2018-19
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET - IV Yr. classes

Branch	Student	Signature
CIVIL	A. Neka	A. Neka
	S. Amar Selvan	S. Amar Selvan
	M. Srinidhiyan	M. Srinidhiyan
	S. Varanth	S. Varanth
CSE	S. Bhavaneshwari	S. Bhavaneshwari
	S. Yuvalakshmi Priya	S. Yuvalakshmi Priya
	Mohan Kumar S	Mohan Kumar S
	B. Jayaprakash	B. Jayaprakash
ECE	J. Tamil Selvan	J. Tamil Selvan
	N. Vigneshwar	N. Vigneshwar
	G. Anitha	G. Anitha
	K. GAYATHRY	K. GAYATHRY
EEE	K. Muthumana	K. Muthumana
	R. Baranika	R. Baranika
	J. Dhinesh	J. Dhinesh
	B. Rohith	B. Rohith
MECH	R.R. PRAVIN	R.R. PRAVIN
	M. B. Samiksha	M. B. Samiksha
	G. ALEXRAJA	G. ALEXRAJA
	R. SIYA PRASATH	R. SIYA PRASATH

J. Praveen
4/3/19.

ACADEMIC YEAR 2018-19
STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
 (Towards Quality improvement initiatives)
ATTENDANCE SHEET - I Yr. classes

Branch	Student	Signature
CIVIL	R. Nandhini	R. Nandhini
	R. Padma Rekha	R. Padma Rekha
	J. Vinodh Kumar	J. Vinodh Kumar
	R. Vijaya prakash	R. Vinodh
CSE	M. Abirama	M. Abirama
	P. Abirami	P. Abirami
	E. Harisharan	Harisharan E
	R. Sarath Kumar	R. Sarath Kumar
ECE	S. Thirumangalakudi	S. Thirumangalakudi
	A. Sarika	A. Sarika
	M. Keerthika	Keerthika
	B. Krunalika	B. Krunalika
EEE	U. ABIRAMI	U. Abirami
	S. JAGDEESH	S. Jagdeesh
	R. JAYAPRAKASH	R. Jayaprakash
	G. SANTHOSH	G. Santhosh
MECH	U. Muthu Kumaran	U. Muthu
	K. Sigineshwaran	K. Siginesh
	R. Karthikeyan	R. Karthikeyan
	Krishnakanth	S. Krishnakanth

J. Doran
5/3/19



**ACADEMIC YEAR 2018-19 (ODD SEMESTER)
Student Representative Meeting with Principal**

08.08.18

Minutes of Meeting

Principal convened meeting with II year class student representatives on 7.8.18 with the agenda of academic progression and identification of support needed by students. Two advanced learners and two average learners from each branch of II year class participated.

**Common representation regarding academics –I Semester
(Dec'17-Jan'18 AU exam)result aspects**

Representation made	Initiative / steps planned to support/ suggestions provided
CIVIL	
No difficulties in subjects & labs. CDC for advanced learner covers soft skill and communication skills classes.	General : Students to practice exercise problems for problem based subjects.
CSE	
Communication Engineering : students represented for additional support.	Will be provided.
Issue of Lab manual & Question bank	Will be completed by this week.
IS&LS lab was scheduled in Saturdays	Will be scheduled during weekdays.
ECE	
Signals and Systems : Students requested for additional support. Few students were unable to understand concepts. Requested for notes.	Additional sessions will be arranged. Issue will be dealt.
ADC Lab : Few equipments not working (including power supply)	Will be rectified.
EEE	
No difficulties in theory subjects	-
Electronics Lab : Ammeter reading deviations	Will be rectified.
Mech	
Students represented for additional support for Engineering Thermodynamics, Fluid Mechanics and Machinery subjects	Will be provided. Tutorial sessions will be planned during 8 th hour.
Students represented about hotness at Manufacturing Technology lab	Appropriate set is available. Windows to be kept open.
Few machines at CAD lab not functioning	Will be rectified.

General requirements mentioned by students and solution provided

- Few long distance students represented for closing timing as 4.30pm.
 - Giving importance to the revision slot (8th hour) which includes preparation cum test, it was resolved by commuting 1st slots for long distance routes.
- Request for hostel study timing changes.
 - Will be discussed and finalized.
- Participation in sport activities.
 - Interested candidates shall avail extended hour sport facilities.
- Hostel computing facility (Girls hostel)
 - Systems with internet facility will be provided.

General suggestions made(Principal & Vice-Principal)

- Books are procured for all subjects. Prescribed text books and reference books to be utilized in preparation. Faculty will provide unitwise material for supporting in preparation.
- For all problem based subjects, book exercises to be practiced by students exhaustively. Additional revision slots will be provided for problem based subjects.
- Class securing 75% and above results in Anna University examinations will be permitted for Industrial visit. ISRO, Thermal Power station-Koodankulam and other related centre visits will be arranged.
- Absenteeism for internal assessments will be viewed seriously.
- Regulations 2017 is designed meeting the latest technological implementations and usage. Students to understand the raise in standard and inculcate regular learning habits to fair well.
- Since II year curriculum introduces core engineering papers, students to work hard regularly. Being explored to the AU examinations for 2 semesters, students to cope up and prepare well for examinations.

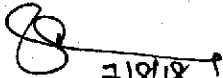
J. Muthu
9/8/18
PRINCIPAL

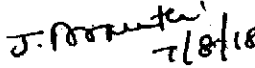
ACADEMIC YEAR 2018-19 - ODD

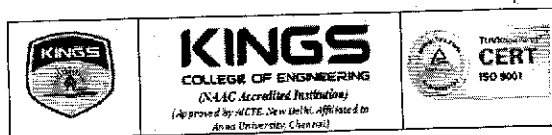
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)**

ATTENDANCE SHEET

Branch	Student	Signature
CIVIL	M.Soundariya	M.Soundariya.
	K.Guruswathik	Guruswathik
CSE	K.Vengatesh Ragu	K.Vengatesh Ragu
	E.Jeevitha	E.Jeevitha
ECE	U.Udayavani	U.Udayavani
	Melvin Charles	Melvin Charles
EEE	S.Aadhavan	S.Aadhavan
	N.Nandhini	N.Nandhini
MECH	R.Mohammed Yasin Sharif	R.Mohammed Yasin Sharif
	D.Madhesh	D.Madhesh
	K.Senthamizh Sudar	K.Senthamizh Sudar
	K.Shriram Sundar	K.Shriram Sundar


 21/8/18
VICE-PRINCIPAL


 21/8/18
PRINCIPAL



ACADEMIC YEAR 2018-19 (ODD SEMESTER)
Student Representative Meeting with Principal

23.08.18

Minutes of Meeting

Principal convened meeting with III year & IV year student representatives on 21.8.18 with the agenda of academic progression and identification of support needed by students. Two advanced learners and two average learners from each branch of II year & III Year classes participated. Principal briefed on the following matters during the meet.

- All **genuine student representations** are considered and necessary efforts are taken towards meeting student requirements. Student feedback is collected through various means viz., CCM, Staff Appraisal, IQAC meetings, Counseling sessions, Grievances redressal cell etc. KCE practice of Grandaunts degree by Parents was highlighted and the responsibility that every son / daughter should have in honoring their parents was insisted.
- Principal enlightened on the efforts to be taken by the students towards **improving skills that are essential for engineers**. **Periodical practices** adopted at KCE was referred and students were directed to utilize the opportunities. Necessity for consistent learning habit and concept based learning was insisted. Peer team support shall be practiced for betterment.
- **Placement opportunities** created at KCE to be utilized by IV year students by exclusive utilizing training slots offered.
- **Periodical tests** are conducted to give better exposure and face AU exams with confidence. Students to be regular to classes and attend tests / exams with appropriate preparations. Retests are conducted to aid the slow learner to earn internals.
- **CDC classes** for advanced learners **enriching their skills** and **KDC classes** for average & slow learners supporting them for **academic courses** are practiced during this semester onwards. Students are directed to utilize their slots effectively.
- **Regularity and Punctuality** among students was insisted for regular classes and for examinations. Few deviations are identified in certain departments.

- **Quality final year project work** was insisted. Students to prepare for survey paper presentation , publication during VII semester and conference , journal publication during VIII semester.
- **SWAYAM** courses to be undergone by students. Class with maximum registration will be honored.
- **Professional society activities** are organized providing opportunity for talent exposure and enrichment. Students to utilize the events organized.

General requirements mentioned by students and solution provided

- **College closing time revision** was represented by students to support long distance student commutation (public transport facility availing students). Representation will be considered and changes will be informed shortly.
- **Arrear subject coaching** was represented by students. Classes are organized for mathematics subject. Respective department HoD will arrange for classes as per student request.
- Representation regarding **GATE classes** for Mechanical IV year student was made. Efforts will be made by the department to impart better exposure.
- Inclusion of **1 arrear students for CDC session** was represented. Students shall contact respective HoD and shall attend sessions.
- **Sports** - representation regarding inter-zonal game participation by athletes was made. Student to report with record of individual achievements and will be dealt suitably encouraging student participation.
- **Symposium** - general code of conduct to be followed. Refreshment representation was made. Students will be informed shortly about the decision. It was insisted to convene symposium meeting its objective of knowledge sharing, skill exposure, networking with community and enhancing organizing skills among student community.
- **Local visit / Industrial visit** will be considered crediting AU results.

J. R. Ramesh
23/8/18.

PRINCIPAL

ACADEMIC YEAR 2018-19 - ODD

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)**

ATTENDANCE SHEET

Branch	Student	Signature
CIVIL	K.Kowsalya, III Yr.	<i>K.Kowsalya</i>
	S.Surya, III Yr.	<i>AS</i>
	A.Neka, IV Yr	<i>A. Neka</i>
	S.Vasanth, IV Yr.	<i>S. Vasanth</i>
CSE	Santhosh Ram.D, IV Yr.	<i>D. Santhosh</i>
	Samaya.G, IV Yr.	<i>G. samaya</i>
	Bharanitharan.N, III Yr.	—
	Thilagavathi.S, III Yr.	—
ECE	S.Dhanasekaran, III Yr	<i>S. Dhanasekaran</i>
	K.Priyadharsini, III Yr.	<i>K. Priyadharsini</i>
	K.Gayathry, IV Yr.	—
	J.Tamilselvan, IV Yr.	<i>J. Tamilselvan</i>
EEE	S.Parthiban, III Yr	—
	R.Pavithra, III Yr	<i>R. Pavithra</i>
	R.Santhoshamy, IV Yr.	<i>R. Santhoshamy</i>
	K.Muthumeena, IV Yr.	<i>K. Muthumeena</i>
MECH	S.Afshal Hussain, III Yr.	<i>S. Afshal Hussain</i>
	Chyleshwar.M, III Yr.	<i>H. Chyleshwar</i>
	M.Manohari, IV Yr.	<i>M. Manohari</i>
	Alex Raja.G. IV Yr.	<i>G. Alex Raja</i>

[Signature]
21/8/19
VICE-PRINCIPAL

J. Praveen
21/8/19
PRINCIPAL



ACADEMIC YEAR 2018-19 - ODD

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)**

ATTENDANCE SHEET

Branch	Student	Signature
CIVIL	T. Nandhini (III year)	T. Nandhini
	P. Shalini (IV year)	P. Shalini
CSE	S. Yuvalakshmi Priya (III yr)	S. Yuvalakshmi Priya
	K. Pradeep	K. Pradeep
ECE	G. Shobasree / T. Abinaya	G. Shobasree / T. Abinaya
	M. Ajay	M. Ajay
EEE	R. AKASH	R. AKASH
	SOMNIA S	SOMNIA S
	S. Pradip	S. Pradip
MECH	RASHIKA M	RASHIKA M
	K. Abinash K (III yr)	K. Abinash K
	B. Veerachandran	B. Veerachandran
	S. Raniya Kumar	S. Raniya Kumar

CIVIL K. Ganesh Adhithya K. Ganesh Adhithya

ECE S. JEEVA S. JEEVA

CIVIL M. MOHAMED AMEER ALI M. MOHAMED AMEER ALI

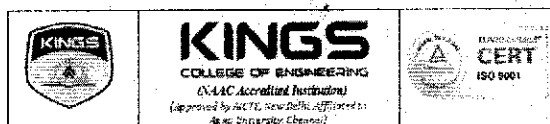
MECH R. Madhan R. Madhan

CIVIL M. Nithish Kumar M. Nithish Kumar

EEE P. Aravindan P. Aravindan

ECE S. Berkman S. Berkman

J. Pradeep
21/8/18



ACADEMIC YEAR 2018-19 (ODD SEMESTER)
Student Representative Meeting with Principal

17.09.18

Minutes of Meeting

Principal convened meeting with II year Lateral entry students on 15.9.18 with the agenda of identifying support needed by students and motivate students for better performance. Principal elaborated on the following points initially and directed students to mention about their requirements.

- Highlights about **Regulations 2017 and Examination pattern** was detailed and students were insisted to prepare well for AU examinations.
- Importance of maintaining **consistent academic records** and **Placement opportunities** for students was explained.
- **Preparatory tips** for theoretical and problem based paper was detailed.
- Importance of **Quality project works** was explained.
- Students were directed to inculcate **regular learning habit** and conceptual learning for fairing well in AU exams.
- Students were directed to seek support of subject staff for any clarification in subjects.
- Students to solve book exercises for problem based subjects.
- Students to abide to the rules and code to maintain discipline

Departmentwise representation made by students

Representation made	Initiative / steps planned to support/ suggestions provided
CIVIL	
Fluid Mechanics & Strength of Materials : Extra classes required	Will be arranged
Construction Material : Keypoints required. Teaching in Tamil language	Keypoints will be provided. Students to cope up language skills. Additional support will be provided by staff
CSE	
Communication Engineering : students represented for additional support for problems	Will be provided.
OOPS : Support for writing Java Programs	Will be provided
ECE	
Additional revision slots for subjects	Additional sessions will be arranged.

Representation made	Initiative / steps planned to support/ suggestions provided
EEE	
Electro Magnetic Theory : Need additional support(Find difficulties in following equations)	Will be provided
Mech-A	
Students represented for additional support for Maths, Fluid Mechanics	Will be provided.
Mech-B	
Thermodynamics : Fast delivery. Not able to follow	Will be addressed

Students shall utilize Suggestion box and Grievances redressal cell to register any issues / requirements.

J. Narayan
26/9/18

PRINCIPAL

ECE — S. Jayaram

EEE — C. B. S.

CSE → Y. Jagan 21/9/18

Civil — P. Sankar

Mech — A. Sudhan 27/9/18

I year → R. Jyoti

ACADEMIC YEAR 2018-19-ODD

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)

ATTENDANCE SHEET

lateral entry students

(15.9.18)

Branch	Student	Signature
EEE	P. GOPINATH	P. Gopinath
Civil	V. SARAVANAN	V. Saravanan
Civil	S. GURUHARAN	S. Guruharan
Civil	C. BOOMIDURAI	C. Boomidurai
Civil	L. Velupras Paul	L. Velupras Paul
EEE	S. Hariharan	S. Hariharan
Civil	P. SANTHOSH KANDHAN	P. Santosh Kandhan
Civil	Logesh. A	A. Logesh
Civil	A. ARUL STALIN	A. Arul Stalin
Civil	K. Anokha Alex	K. Anokha Alex
Civil	R. Vignesh	R. Vignesh
Civil	T. Rajesh	T. Rajesh
Meen	S. Anil Tane	S. Anil Tane
Mech	S. Vijay Chandru	S. Vijay Chandru
Civil	T. Premnath	T. Premnath
Civil	K. NARESH VEKKAL DAGARU	K. Naresh Vekkal Dagaru
Mech	B. Raja Rajeswaray	B. Raja Rajeswaray
Mech	K. Sathish sharan	K. Sathish sharan

[illegible]

28

J. P. ...
15/9/18-



ACADEMIC YEAR 2018-19 (ODD SEMESTER)
Student Representative Meeting with Principal

30.10.18

Minutes of Meeting

Principal convened meeting with I year class student representatives on 30.10.18 with the agenda of academic progression and identification of support needed by students. one advanced learner and one average learner from each section of I year class participated.

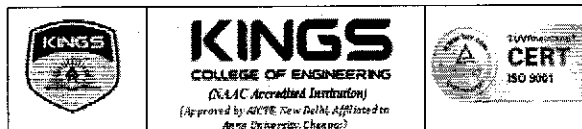
Common representation regarding academics –I Semester

Representation made	Initiative / steps planned to support/ suggestions provided
A -SECTION	
Communicative English: Weekly 5 hours are given. But utilization is 3 hours only.	Informed concerned staff & no alterations in hours will be entertained.
Engineering Physics: The concern staff had taken break and lunch hours	Staff member informed about this.
Problem solving and python programming: Due to holidays, lab hours are shortage.	Hours will be compensated.
B -SECTION	
Engineering chemistry: Tamil medium students felt difficult to follow teaching in English.	Staff member informed & suitably classes will be handled.
Engineering Mathematics: He had given more number of problems as home work, the successive day he had given the final answer only. It is difficult for solving home works.	Guidance will be provided by staff.
C -SECTION	
Engineering Mathematics: Cannot understand the concepts clearly.	Additional coaching will be provided.
D -SECTION	
General: Class handling ladies staff members treats the slow learners not good, and using harsh words.	Staff members informed and will not occur in future.
E -SECTION	
No difficulties for teaching in all subjects	---

General requirements mentioned by students and solution provided

- In EG-Drawing Hall, fan and tube lights facilities are not enough and some of them are not in working condition.
- Need internet connection in girls hostel.
 - Systems with internet facility will be provided
- In first year class rooms most windows are damaged.
- On the way to canteen, senior boys are sitting in the wall. This made inconvenience for first year girls.
- In girls hostel the wastages are put in the lift, mosquitoes are formed due to this
- In first year block, rest rooms (both boys and girls) are not maintained properly.

J. Bhat
30/10/18
PRINCIPAL

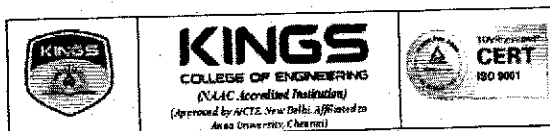


ACADEMIC YEAR 2018-19 —ODD

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)**

ATTENDANCE SHEET J 48.
(30.10.18)

Branch	Student	Signature
CIVIL	P. Sitanubharasan	P. Sitanubharasan
	K. Hariya	K. Hariya
CSE	P. ABINDYA	P. Abinya
	B. Kabilan	B. Kabilan
ECE	R. Vishwanath	R. Vishwanath
	S. Chitra sri	S. Chitra sri
EEE	P. RAGHUL	P. Raghu
	N. ISHWARYA	N. Ishya
MECH	K. Arjun Kumar	K. Arjun
	S. SIVA	S. Siva



ACADEMIC YEAR 2017-18 (EVEN SEMESTER)
Student Representative Meeting with Principal

08.02.18

Minutes of Meeting

Principal convened meeting with I year class student representatives on 8.2.18 with the core agenda of support needed for academic progression. Two representatives (1 boy and 1 girl) from each branch of I year class participated, put across the following points. Suitable measures to resolve the issues raised were made.

Common representation regarding academics -I Semester
(Dec'17-Jan'18 AU exam) result aspects

Representation made	Initiative / steps planned to support/ suggestions provided
Mathematics-I	
Mathematics question paper covered unexpected problems. 3 indirect questions were asked in Part-B section. Part -A was also found difficult. Students were unable to identify the method to be used for solving problem	<ul style="list-style-type: none"> Prescribed /Reference books are issued for current semester for better exposure. Unitwise solved material will be issued to students for preparation
For Part-A section, question bank was referred for preparation. Lack of sufficient exposure.	
University Exam schedule (1 day gap between exams except physics) was not sufficient for preparation	Students were insisted for regular reading practices to raise to the standard of engineering courses. Day before exam to be utilized for revising the learnt content.
Engg. Physics	
Due to postponement of AU exams, more leave days. Students has missed due to lethargic attitude. Question paper was easy.	<ul style="list-style-type: none"> Students were informed about the credit of No history of arrear record in academics for placement drives. Examination for failed subjects will be held during next odd semester only. Hence, students have to understand the credit of clearing papers with good marks in the current semester itself.
Problem Solving and Python Programming	
Reason for "Mech-A students were able to get only 50% of results though other branches have faired well" - Students cooperation was missing.	<ul style="list-style-type: none"> Students to be regular to classes and follow the instructions given by faculty for better performance.

Representation made	Initiative / steps planned to support/ suggestions provided
Engineering Graphics	
For morning batch, question paper was tough. Only 3 questions were found easier. Unit 1 and 5 th questions were unexpected. Inspite of more problems solved during class hours students were unable to do better.	Application oriented questions to be practiced.
For afternoon batch, students were unable to understand the question.	
Engg. Chemistry	
Class tests was not taken serious by Mechanical students. Retest followup also was not utilized by students	Student cooperation was sought in future.

Branchwise representation regarding academics –Current Semester

Representation made	Initiative / steps planned to support/ suggestions provided
Civil Engg.	
Basic Electrical and Electronics Engineering by Ms.E.Suganya – No difficulties	<ul style="list-style-type: none"> Students to prepare theoretical aspects of the problems and equip for attending any sought of question paper Unitwise notes will be given by faculty
Engg. Mechanics by Mr.M.Mohammed Ilyas – No difficulties	<ul style="list-style-type: none"> Textbook purchase for the subject was insisted
Engg. Mathematics -II by Ms.G.Ramya Arokiyamary – No difficulties (Books issued)	-
Environmental Science and Engineering by Ms.P.Vijayakumari– No difficulties	-
English by Mr.K.Albert Lawrance – No difficulties	-
Physics for Civil Engg. by Mr.A.Anbzhagan – No difficulties	-
Engg. Practices Lab by Mr.M.Mohammed Ilyas Mr.R.Sundaramoorthi – No difficulties	-
CAD Lab <ul style="list-style-type: none"> Demo to be given in batches More input shall be provided 	Will be provided by the faculty in-charge.
Question bank and lab manual issue	Will be made within a week
Exposure to better presentation needed	Faculty will give the required exposure
EEE	

Representation made	Initiative / steps planned to support/ suggestions provided
English by Mr.K.Albert Lawrence - No difficulties	-
Engg. Mathematics II by Ms.S.Revathi - No difficulties Doubts are attended. Homeworks are given and verified.	-
Physics by Ms.S.Anuradha Delivery is good. But, few students are unable to understand. Need more attractive session	Will be made by faculty
Environmental Science and Engineering by Dr.S.Udhayakumar - No difficulties	-
Basic Civil & Mechanical Engg. by Mr.S.Giridharan - No difficulties Classes are interesting and easy to follow	Students to utilize the rich experience of the faculty
Circuit theory - Ms.A.Prabha - No difficulties	-
Labs - No difficulties Engineering practices lab by Mr.R.Sundaramoorthi, Mr.M.Mohammed. Ilyas Electrical circuits lab by Mr.P.Narasimhan, Ms.A.Prabha	-
ECE	
Engg. Mathematics-II by Ms.N.Latha - No difficulties Homeworks given and verified. Individual support given	-
English by Mr.P.Rajeshwaran - No difficulties	-
Physics for Electrical Engg. by Ms.S.Anuradha Student involvement is missing. Classes shall be made interesting	Will be made by faculty.
Circuit theory by Ms.C.M.Kalaiselvie - No difficulties	-
Electron devices by Mr.W.Newton Davidraj - No difficulties	-
Basic Electrical and Electronics Engineering by Ms.P.Thirumagal - No difficulties Books are to be identified and issued	Will be made.
Labs- No difficulties Circuits & Devices lab by Mr.K.Sudarsanan, Mr.W.Newton David Raj Engg. Practices lab by Mr.S.Sivakumar, Ms.C.M.Kalaiselvie, Mr.R.Suryamurthy	-

CSE	
Representation made	Initiative / steps planned to support/ suggestions provided
English by Mr.P.Rajeshwaran – No difficulties. Classes interesting	-
Engg. Mathematics-II by Dr.R.Suresh – No difficulties <ul style="list-style-type: none"> • Easy to follow. Homework verified. Individual support given. • 12th Maths coverage does not mandate on Integral calculus preparation. Hence, additional classes can be given. 	<ul style="list-style-type: none"> • Special classes will be organized. In 2 slots session will be organized for all the branches.
Basic Electrical Electronics and Mechanical Engineering by Mr.S.R.Karthikeyan Slow learners are not able to cope-up.	<ul style="list-style-type: none"> • Since course coverage is vast, additional special session will be organized for Mech, EEE, CSE branches
C Programming by Ms.G.Chandrababha Students find subject tough.	<ul style="list-style-type: none"> • More programming examples will be provided during lab session. • Additional support will be made.
Environmental Science and Engineering by Dr.A.L.Kavitha– No difficulties	-
Physics for Information Science by Ms.R.Umamaheshwari – No difficulties	-
Labs – No difficulties More writing work due to manual readiness Engg. Practices lab by Mr.R.Balakrishnan, Mr.P.Rajapriyan Mr.G.Mathivanan Computer Programming Lab Mr.D.Sivakumar, Mr.M.Arun	<ul style="list-style-type: none"> • Will be provided within a week
Mech- A	
English by Dr.V.Kumaran– No difficulties Faculty speaking fully in English and deep level delivery. Few students to cope-up.	<ul style="list-style-type: none"> • Students to utilize the sessions
Engg. Mathematics II by Mr.G.Jeyakrishnan – No difficulties	-
Basic Electrical and Electronics Engineering by Mr.M.Mayapandi – No difficulties	-
Environmental Science and Engineering by Dr.P.Saravanan– No difficulties	-
Material Science by Mr.A.Anbhazhagan – No difficulties	-
Engg. Mechanics by Mr.S.Giridharan – No difficulties	-

Representation made	Initiative / steps planned to support/ suggestions provided
Basic Electrical Electronics and Instrumentation Engg. Lab – by Mr.M.Mayapandi, Mr.V.Moorthy Hour utilization to be made effective. One hour was only used for experiments and concepts unknown.	Concepts will be taught in the 1hr. and 2 hours for experiment
Engineering practices lab by Ms.P.Geethabai, Ms.E.Suganya, Mr.Rajeshkumar.S No difficulties	-
Mech- B	
Basic Electrical and Electronics Engineering by Mr.P.Narasimman Classes going on fast. Slow learners find it difficult	• Special session will be organized
Engg. Mathematics II by Ms.J.Angelin Thamaraiselvi – No difficulties	-
English by Mr.k.Radhakrishnan – No difficulties	-
Environmental Science and Engineering – by Dr.V.Sureshkumar -No difficulties	-
Material Science by Mr.S.Ambalatharasu – No difficulties	-
Engg. Mechanics by Mr.Melwin J.Sridhar Subject tough. Teaching is good.	Problem based subject. Hence, students to concentrate more.
Basic Electrical Electronics and Instrumentation Engg. Lab By Mr.Narasimman.P, Ms.A.Prabha Theory and lab mismatch. Need basics	Will be provided
Engineering practices lab By Mr.P.Rajapriyan, Mr.A.Herald, Mr.N.Magesh– No difficulties	-

General representation made(Students) and suggestions made

- Slot for utilizing library facility.
 - Extended hour support to be utilized. Additional slots will be identified and provided.
- Slot for physical activity (sports).
 - Will be identified and provided.
- Newspaper provision to hostel.
 - Students to utilize the facility at central library.

General suggestions made(Principal & Vice-Principal)

- Students were motivated for overall development and raise their standard through right attitude towards academics. Regular learning attitude is essential for better performance.
- Prescribed text books and reference books to be utilized in preparation. Faculty will provide unitwise material for supporting in preparation.
- All genuine representations will be considered and necessary support will be provided.
- For problem based subjects, more problems to be solved and practiced. Homework problems to be solved regularly by student.
- Students should utilize opportunities provided for skill enhancement and build better career. Placement opportunities in MNCs and other companies was elaborated and insisted to be prepared for utilizing the drives organized internally and externally. For current batch, 11 students are taking part in Infosys drive organized by AU, CUIC. Additional coaching sessions are arranged for these students.
- Students to be regular to classes to cope-up.

J. M. M. M.
8/2/18

PRINCIPAL

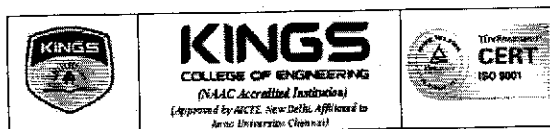


ACADEMIC YEAR 2017-18

08.2.18

STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)
I yr. classes
ATTENDANCE SHEET

Branch	Student	Signature
ECE	U. Vdhayarani	U. Vdhayarani
CIVIL	M. Soundariya.	M. Soundariya.
EEE	M. Nandhini	M.N
CSE	E. Teevitha	E. Teevitha
CIVIL	GURU SWATHIR. K.S.	G. Swathir.
EEE	Aadhavan. S	A. Swathir
ECE	Melvin Charles. B	B. Melvin Charles
CSE	Venkatesh Raghu. K.	K. Venkatesh Raghu
Mech-A	R. Mohamed Yasin Sharif	R. Mohamed Yasin Sharif
Mech-A	Madhesh. D	D. Madhesh
Mech-B	Senthamiz Sudas. K	K. Senthamiz Sudas
Mech-B	Shriram Sundar. k	K. Shriram Sundar



ACADEMIC YEAR 2017-18 (EVEN SEMESTER)
Student Representative Meeting with Principal (IQAC meeting).

08.02.18

Minutes of Meeting

Principal convened meeting with II and III year class student representatives on 8.2.18 with the agenda of student support requirements for academic progression. Two representatives (1 boy and 1 girl) from each class participated, put across the following points. Suitable measures to resolve the issues raised were made.

Representation made	Initiative / steps planned to support/ suggestions provided
General Issues	
Coaching classes shall be organized on Saturdays due to difficulties in transport facility	<ul style="list-style-type: none"> Students with poor performance in assessments to work hard and secure good marks. To support slow learners only coaching classes are organized. Students to fair well in Assessment -II. Saturdays are scheduled for identified tough subjects coaching.
Coaching classes till assessment schedule.	Coaching classes will not be scheduled on assessment days.
Students thanked for college transport facility to public transportation users during coaching classes.	Will be continued
One Class test per day	Departments are scheduling class test.
Hostel study time for girl students	Will be discussed with Warden and finalized
Water facility & Internet facility at girls hostel	Will be addressed.
GATE Hour utilization	<ul style="list-style-type: none"> GATE coaching only for aspirants during the slot Other students will be given coaching on tough subjects during the slot
Preparatory time for Assessments on the day of exam	Scheduled between 10.30-12.30. 9.15 am to 10.15 shall be utilized to revise.
Boys hostel phone usage	Will be addressed
Industrial visit	In House Training slot during vacation to be utilized
Branchwise representations	
Civil Engg.	
Guest Lecture session are useful	Will be continued in future too.
Course difficulties are resolved	-
Course materials	<ul style="list-style-type: none"> Faculty members will provide unitwise course material (covering Part-B questions)

Representation made	Initiative / steps planned to support/ suggestions provided
Book issue & lending from department library	• Will be provided
Central Library – Better Xerox support	• Will be made
Laboratories – observation and records are verified	-
T&P hours are conducted as per schedule	-
Computer Science and Engineering	
For Department library usage additional staff needed	Will be made
Labs are going on with better learning approaches.	Will be continued
T&P hours are conducted as per schedule	-
DSP classes are going are smooth.	-
Communication Skills slot is utilized in a better manner	-
Daily test followup issue – Absent marked for failures	Will be addressed.
Electronics and Communication Engineering	
3 days consecutive AU exam schedule	Representation to AU already made.
Lab sessions going on well	-
Assessment test key – mismatch with question bank for the subject Antenna and Wave Propagation	Will be addressed
Additional assignment writing students irregular to classes (missed regular classes)	Will be addressed.
Electrical and Electronics Engineering	
OOPs lab – record submission not informed. All students stood and wrote for 3 hrs.	Will be addressed.
Mechanical Engineering	
CNC lab sessions are going on well	-
PPT sessions are required	Will be made
Monthly events are organized for enrichment	Will be continued
Student programmes in tie-up with other organizations	Will be addressed.

ACADEMIC YEAR 2017-18

08.2.18

**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives)**

ATTENDANCE SHEET

Branch	Student	Signature
CIVIL	K.Kowsalya, II Yr.	R.Kowsalya
	S.Surya, II Yr.	S. Surya
	A.Neka, III Yr	A.Neka
	S.Vasanth, III Yr.	S. Vasanth
CSE	Santhosh Ram.D, II Yr.	D. Santhosh
	Samaya.G, II Yr.	G. Samaya
	Bharanitharan.N, III Yr.	N. Bharanitharan
	Thilagavathi.S, III Yr.	S. Thilagavathi
ECE	S.Dhanasekaran, II Yr	S. Dhanasekaran
	K.Priyadharsini, II Yr.	P. Priyadharsini
	K.Gayathry, III Yr.	G. Gayathry
	J.Tamilselvan, III Yr.	J. Tamilselvan
EEE	S.Parthiban, II Yr	S. Parthiban
	R.Pavithra, II Yr	P. Pavithra
	R.Santhoshamy, III Yr.	R. Santhoshamy
	K.Muthumeena, III Yr.	K. Muthumeena
MECH	S.Afshal Hussain, II Yr.	S. Afshal Hussain
	Chyleshwar.M, II Yr.	M. Chyleshwar
	M.Manohari, III Yr.	M. Manohari
	Alex Raja.G, III Yr.	G. Alex Raja

VICE-PRINCIPAL

J. Praveen
8/2/18
PRINCIPAL



ACADEMIC YEAR 2017-18 (EVEN SEMESTER)
Student Representative Meeting with Principal(I Yr. classes)

03.04.18

Minutes of Meeting

Principal convened meeting with 1 year class student representatives on 2.4.18 with the agenda to identify academic progression and student requirements.

Branchwise representation regarding academics –Current Semester

Representation made	Initiative / steps planned to support/ suggestions provided
Civil Engg.	
Basic Electrical and Electronics Engineering by Ms.E.Suganya – No difficulties	Subject is voluminous. Spend more time.
Engg. Mechanics by Mr.M.Mohammed Ilyas – No difficulties	Library books to be utilized for reference. Problem based subject. Hence, students to concentrate more.
Engg. Mathematics -II by Ms.G.Ramya Arokiyamary - No difficulties	-
Environmental Science and Engineering by Ms.P.Vijayakumari- No difficulties	-
English by Mr.K.Albert Lawrance – No difficulties	To complete book exercises. Verification on 7.4.18
Physics for Civil Engg. by Mr.A.Anbhazhagan – No difficulties, Weekly 2 tests are conducted	-
Engg. Practices Lab by Mr.M.Mohammed Ilyas Mr.R.Sundaramoorthi – No difficulties	To utilize additional hours (if required) and complete lab sessions as per schedule.
CAD Lab - No difficulties. Procedure is explained in prior	
EEE	
Representation made	Initiative / steps planned to support/ suggestions provided
English by Mr.K.Albert Lawrence – No difficulties	To complete book exercises. Verification on 7.4.18
Engg. Mathematics II by Ms.S.Revathi – No difficulties	-

Representation made	Initiative / steps planned to support/suggestions provided
Physics by Ms.S.Anuradha Student attention is made. Classes interesting.	-
Environmental Science and Engineering by Dr.S.Udhayakumar – No difficulties	-
Basic Civil & Mechanical Engg. by Mr.S.Giridharan– No difficulties	-
Circuit theory – Ms.A.Prabha– No difficulties	-
Labs – No difficulties Engineering practices lab by Mr.R.Sundaramoorthi, Mr.M.Mohammed. Ilyas Electrical circuits lab by Mr.P.Narasimhan, Ms.A.Prabha	-
ECE	
Engg. Mathematics-II by Ms.N.Latha – No difficulties Homeworks given and verified.	-
English by Mr.P.Rajeshwaran – No difficulties	To complete book exercises. Verification on 7.4.18
Physics for Electrical Engg. by Ms.S.Anuradha Classes are interesting. Tests conducted. Retest also given.	-
Circuit theory by Ms.C.M.Kalaiselvie – No difficulties	-
Electron devices by Mr.W.Newton Davidraj – No difficulties	-
Basic Electrical and Electronics Engineering by Ms.P.Thirumagal – No difficulties Books are to be identified and issued	Subject is voluminous. Spend more time
Labs Circuits & Devices lab by Mr.K.Sudarsanan, Mr.W.Newton David Raj - Only 4 experiments completed. - Few meters not working Engg. Practices lab by Mr.S.Sivakumar, Ms.C.M.Kalaiselvie, Mr.R.Suryamurthy	Additional lab sessions will be planned.
CSE	
Representation made	Initiative / steps planned to support/suggestions provided
English by Mr.P.Rajeshwaran – No difficulties.	To complete book exercises. Verification on 7.4.18
Engg. Mathematics-II by Dr.R.Suresh – No difficulties	-

Representation made	Initiative / steps planned to support/ suggestions provided
Basic Electrical Electronics and Mechanical Engineering by Mr.S.R.Karthikeyan	<ul style="list-style-type: none"> Subject is voluminous. Spend more time.
C Programming by Ms.G.Chandrababha Programs are explained. Easy to follow	Aps for C programming shall be utilized. Reference books to be utilized for enhancing programming skills.
Environmental Science and Engineering by Dr.A.L.Kavitha- No difficulties	-
Physics for Information Science by Ms.R.Umamaheshwari - No difficulties	-
Labs - No difficulties Engg. Practices lab by Mr.R.Balakrishnan, Mr.P.Rajapriyan Mr.G.Mathivanan Computer Programming Lab Mr.D.Sivakumar, Mr.M.Arun	-
Mech- A	
English by Dr.V.Kumaran - Need examination oriented preparatory guidelines. - Revision for all topics is required.	<ul style="list-style-type: none"> Will be provided.
Engg. Mathematics II by Mr.G.Jeyakrishnan - No difficulties	-
Basic Electrical and Electronics Engineering by Mr.M.Mayapandi - Unit IV is just started. Few days for syllabus completion. Additional hrs. needed.	Extra hours will be planned.
Environmental Science and Engineering by Dr.P.Saravanan- No difficulties	-
Material Science by Mr.A.Anbhaazhagan - No difficulties	-
Engg. Mechanics by Mr.S.Giridharan - No difficulties	-
Basic Electrical Electronics and Instrumentation Engg. Lab - by Mr.M.Mayapandi, Mr.V.Moorthy	-
Engineering practices lab by Ms.P.Geethabai, Ms.E.Suganya, Mr.Rajeshkumar.S No difficulties	-
Mech- B	
Basic Electrical and Electronics Engineering by Mr.P.Narasimman - Individual attention is needed for problems based sessions.	<ul style="list-style-type: none"> Subject is voluminous. Spend more time.
Engg. Mathematics II by Ms.J.Angelin Thamaraiselvi- No difficulties	-

Representation made	Initiative / steps planned to support/ suggestions provided
English by Mr.k.Radhakrishnan - Need examination oriented preparatory guidelines.	Will be provided
Environmental Science and Engineering – by Dr.V.Sureshkumar -No difficulties	-
Material Science by Mr.S.Ambalatharasu – No difficulties	-
Engg. Mechanics by Mr.Melwin J.Sridhar -No difficulties	Problem based subject. Hence, students to concentrate more.
Basic Electrical Electronics and Instrumentation Engg. Lab By Mr.Narasimman.P, Ms.A.Prabha	Will be provided
Engineering practices lab By Mr.P.Rajapriyan, Mr.A.Herald, Mr.N.Magesh– No difficulties	-

Special session on

- Presentation tips for University examinations
 - Mathematics & Problem based subjects
 - Theory papers
- And preparatory guidelines is planned for all the classes.
- For CSE students, session will be planned for Basic Electrical Electronics and Mechanical Engineering

General suggestions made(Principal & Vice-Principal)

- Students should improve regular reading habits. Knowledge will give raise to confidence level too. Hence, students to cover topics regularly.
- Advanced learners shall guide and motivate average and slow learner. Peer learning activity was encouraged.
- Conduct of Revision and ICC classes was elaborated. Students to utilize revision classes effectively. Assigned topics for the day to be covered and test to be written.
- Students should aim for higher grades in examination and maintain good CGPA. Importance of no history of arrears and nil arrear category was explained. Priority for such category in placements was also elaborated to students.
- Lab sessions to be utilized effectively. Students should learn about essentials of every experiment and do experiments with clear understanding.

J. Ananthi
3/4/18
PRINCIPAL



ACADEMIC YEAR 2017-18

02.4.18

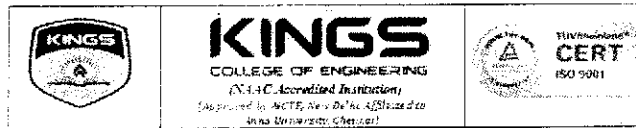
**STUDENT REPRESENTATIVE MEETING WITH PRINCIPAL
(Towards Quality improvement initiatives) – I Yr.**

ATTENDANCE SHEET

Branch	Student	Signature
CIVIL	M.Soundariya	M.Soundariya.
	K.S.Guruswathik	-AB-
CSE	K.Vengatesh Ragu	Vengatesh Ragu.
	Jeevitha.E	E. Jeevitha
ECE	U.Udayavani	U. Udayavani
	Melvin Charles	B Melvin Charles
EEE	S.Aadhavan	S. Aadhavan
	M.Nandhini	M. Nandhini
MECH-A	R.Mohamed Yasin Sharif	R. Mohamed Yasin Sharif
	D.Madhesh	D. Madhesh
MECH-B	K.Senthamizh Sudar	K. Senthamizh Sudar
	K.Shriram Sundar	K. Shriram Sundar

21/4/18

J. Rajan
21/4/18



23.10.17

CIRCULAR

III Year students nominated by the departments for representing student views towards promotion of quality in academic process are directed to attend meeting with Principal on 25.10.17 by 3.00pm at Block-I Conference Hall (III Floor)

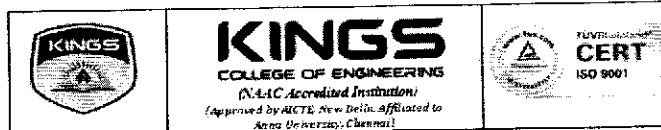
Departmentwise students list

Civil : A.Neka, Vasanth.S
CSE : D.Santhosh Ram, Samaya.G
ECE : K.Gayathry, Tamilselvan.J
EEE : R.Santhoshsamy, Muthumeena.K
Mech : Manohari.M, Alex Raja

PRINCIPAL

Copy To:

1. Secretary
2. CEO
3. VP
4. All HoDs



ACADEMIC YEAR 2017-18 (ODD SEM)
Student Representative Meeting with Principal
 Agenda: Student View on Academic Processes

Date: 25.10.2017

(Minutes of Meeting and action taken)

Principal convened Student Representative Meeting regarding student views on academic processes to **strengthen quality aspects on 25.10.2017 between 3.00-4.45pm at Conference Hall.** Categorywise representations made by students and enlightenment made are as follows:

Infrastructure

Student Representations	Enlightenment made / steps planned
Transport <ul style="list-style-type: none"> Arrival time for buses during exam timing shall be advanced (route no:4). Route is also crowded and state of no seats regularly for certain points. Kumbakonam route to cover Ayyampettai and Papanasam Request for reduce in bus fee was made. 	Transport issues were represented to the committee. Issue resolved.
Few equipments at certain labs are not working.	Servicing of lab equipments are made periodically. Issue resolved through maintenance.
Rest room facility issues (Block II)	Issue resolved. Facility arranged at II Floor.

Teaching -Learning Processes

Student Representations	Enlightenment made / steps planned
Explanations for lab exercise shall be given at class / at lab using projector / suitable method as applicable.	Lab session practices shall be strengthened. Explanations for the experiment by the staff during 1 st hr., experimental slot-2 nd , 3 rd hr which includes verification of completion and viva voce session. Appropriate demo session will be made.
Self-learning in lab sessions to be promoted	Additional learning resources will be made available at respective folders at computer centre for programming labs. Alternative experiment / suitable content beyond syllabus experiment shall be experimented by advanced learners.
Viva questions for experiments shall be made experiment related. Application oriented viva questions shall be added.	Lab manuals will be updated with theoretical procedure and application of the experiment. Viva questions will be made to strengthen learning of the corresponding experiment.

Student Representations	Enlightenment made / steps planned
Lab manual and Question bank content of few lab manuals to be reviewed. Count of Part-A questions shall be increased	Will be resolved in subsequent semester
Additional hours for problem based courses	Additional hours will be allotted for tough / problem oriented papers
Assignment question - unique for every student	Assignment question is planned to support student preparation for exams and student enrichment. Accordingly it will be planned.

Examination and Evaluation process

Student Representations	Enlightenment made / steps planned
2 Hrs internal assessment slot is convenient. Exams shall be conducted during 3 rd and 4 th hour. 1 st and 2 nd hr preparation slot is comfortable. Additional 10 minutes shall be provided for exam slot.	Will be continued. 10 min extension will be provided
Saturday coaching classes are effective. Slow learners are utilizing the slot.	Will be continued
Need Part-C section for all assessments	Will be made. Awareness about the content based preparation in University theory exams was insisted. Students should do in-depth learning in order to meet the University evaluation process.

Support services

Student Representations	Enlightenment made / steps planned
Library/Net hour utilization. Membership card clarifications. Net facility at computing systems at library	No alterations on library and net hour. 3 cards per student will continue. Students to utilize library resources. Net facility will be provided shortly.
Cash counter and Scholarship section services during break hours.	Break hour services at cash counter and scholarship section was arranged.

Skill enhancement practices

Student Representations	Enlightenment made / steps planned
T&P hours - 1 hr for communication skill enhancement	T&P hour will be conducted similar to lab sessions. Evaluation component will be included for student progression
Regular support for communication skill improvement.	Strategy will be introduced

General

Student Representations	Enlightenment made / steps planned
Dress code for lab session	Students should wear Uniform during regular lab sessions. Higher classes (II, III, IV Year students) shall wear uniform and I Year students overcoat. Higher class students if required shall get overcoat and use it during lab sessions. Requirement details classwise to be submitted in prior. Student should come in formal dress code. Personal grooming to be in-tact and violations will not be entertained
Time-table hour clarification (APH , Interaction hour)	Current Time-table hours meet academic requirements, coaching classes and long distance dwellers.
Academic calendar visibility	Academic calendar visibility is ensured. Separate exam calendar and activity calendar will be planned during next semester onwards.

Member Present

Students

Civil : A.Neka, Vasanth.S
CSE : D.Santhosh Ram, Samaya.G
ECE : K.Gayathry, Tamilselvan.J
EEE : R.Santhoshsamy, Muthumeena.K
Mech : Manohari.M, Alex Raja.G

Mr.K.Abhirami, IQAC Coordinator
Dr.S.Sivakumar, Vice-Principal

J. M. M. M.
25/10/2017.

PRINCIPAL

Student Representative Meeting with Principal
regarding student Views on Academic Processes
(25/10/17)

Attendance sheet

Branch	Student Name	Signature
II - ECE - A	GIYATHRY, K.	K. Gayathri
II - CSE	G. SAMAYA	G. Samaya
II - Mech	M. MANOHARI	M. Mani
II - EEE	K. Muthumazha	K. Muthu
II - EEE	R. Sanmosh Sami	R. Sanmosh
III - CSE	D. SANTHOSH RAM	D. Santhosh
III - MECH	G. Alexraja	G. Alexraja
III - ECE-B	J. Tamilselvan	J. Tamilselvan
III CIVIL-A	A. Neka	A. Neka
III Civil-B	S. Vasanth	S. Vasanth

K. Abhishek

Dr. S. SIVAKUMAR.

K. Vellay
25/10/17


25/10/17

J. Naveen
25/10/17



ACADEMIC YEAR – 2020-21
INTERNAL QUALITY ASSURANCE CELL
EXIT SURVEY REPORT
(2017-21 BATCH)

QUESTIONNAIRE

About Infrastructural Facilities (5 being highest)

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

About Teaching-Learning -Assessment practices (5 being highest)

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. Rate Student Skill Enrichment practices (scale1-5, Fair(1)-Extremely good(5))
9. Rate effectiveness of Internal Counseling sessions(scale1-5, Fair(1)-Extremely good(5))
10. Rate provision of student feedback, suggestions system and its impact (scale1-5, Fair(1)-Extremely good(5))
11. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
12. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

General

Things that you admire the most at KINGS

Areas to be strengthened at KINGS

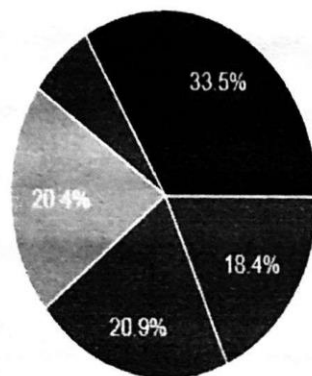
RESPONSES SUMMARY

Branchwise Responses

(206 students, Civil – 38, CSE – 43, ECE- 42, EEE-14, Mechanical -69)

Branch studied

206 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

S.No	Question	1	2	3	4	5
1	How do you rate classroom ambience	4.4	3.4	21.4	29.6	41.3
2	How do you rate Lab facilities	5.3	8.7	25.7	24.3	35.9
3	How do you rate Library facilities	2.4	4.4	19.9	31.1	42.2
4	Transport Facility - if availed	6	8	25.4	26.4	34.3
5	Hostel facility - if availed	9.9	7.3	25.1	19.9	37.7

About Teaching-Learning -Assessment practices (5 being highest)

Qn.	Feedback regarding	1	2	3	4	5
1	Question Bank structure, content & usage	1.9	1.9	18.9	33	44.2
2	Lab Manual structure, content & usage	1	4.9	18.4	33	42.7
3	e-Material content & usage	5.3	2.9	19.9	30.1	41.7
4	Teaching methodology adopted by faculty members	1.5	1.9	22.8	28.2	45.6
5	Do you agree - Learning Outcome for the courses is met	23.8	2.4	29.6	39.3	4.9
6	Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices	Attached				
7	Any specific recommendation/ suggestions related to learning materials	Attached				
8	Rate student skill enrichment practices	2.9	1.9	23.3	30.1	41.7
9	Rate effectiveness of Internal counseling sessions	1.5	4.4	17	33.5	43.7
10	Rate provision of student feedback, suggestions system and its impact	2.9	5.3	23.3	28.6	39.8
11	How do you rate assessment practices	1.9	4.4	23.3	33.5	36.9
12	Fairness and transparency of assessment & evaluation practices	1.5	3.9	20.9	36.4	37.4

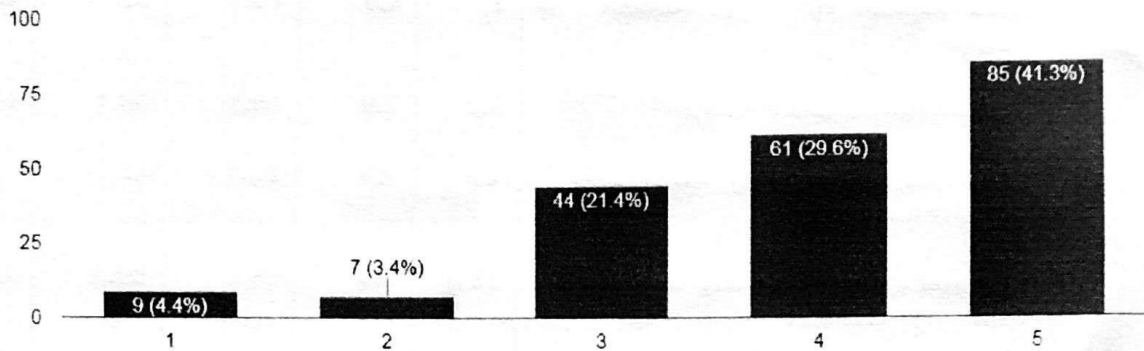
General

Qn.	Feedback regarding	
1	Things that you admire the most at KINGS	Attached
2	Areas to be strengthened at KINGS	

QUESTIONWISE RESPONSES

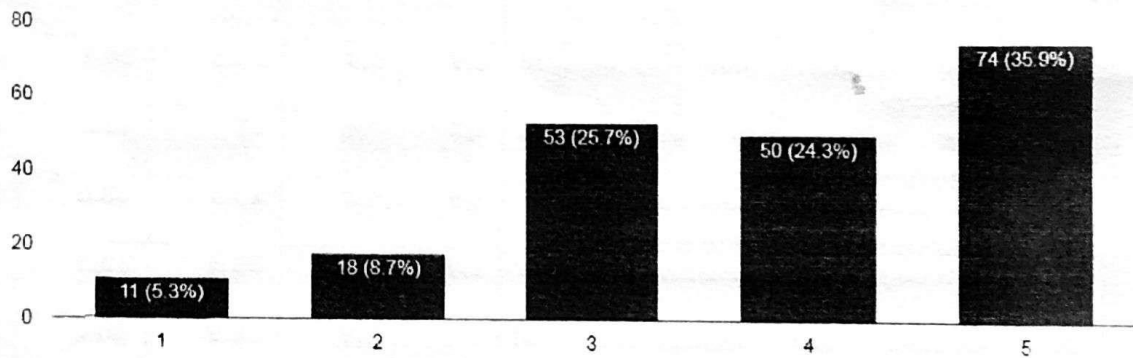
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good) ☐

206 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good) ☐

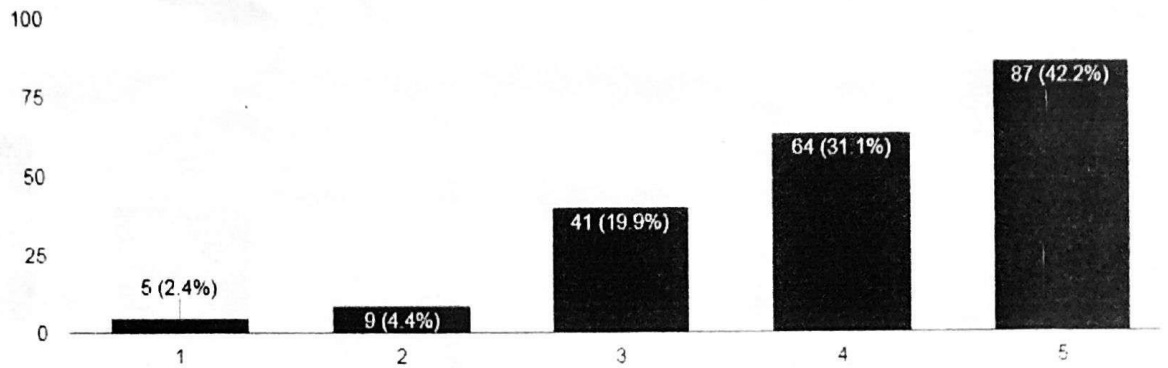
206 responses



How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



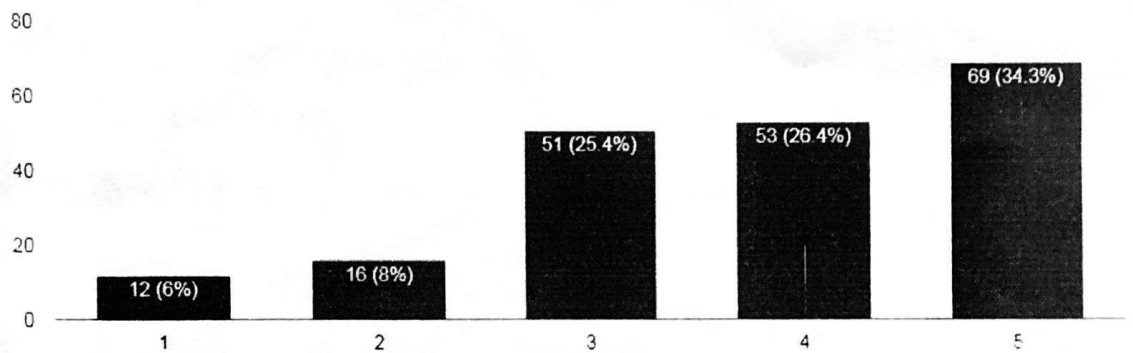
206 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



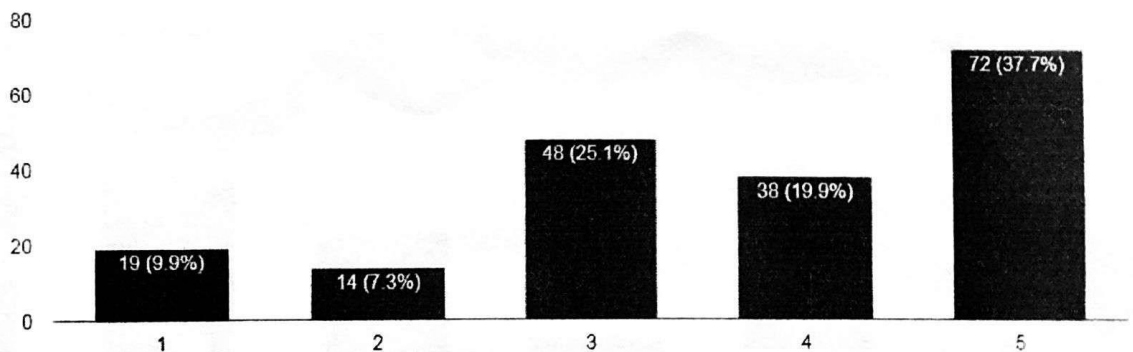
201 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



191 responses

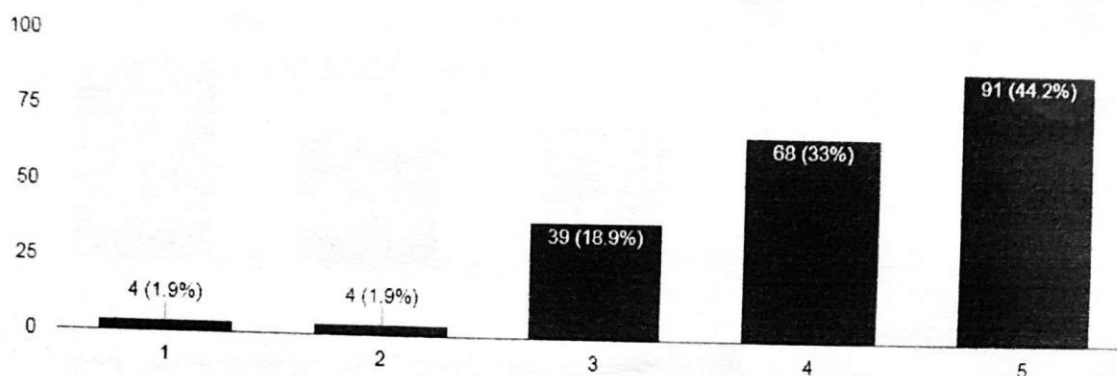


About Teaching-Learning - Assessment practices & Support system

Question Bank structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



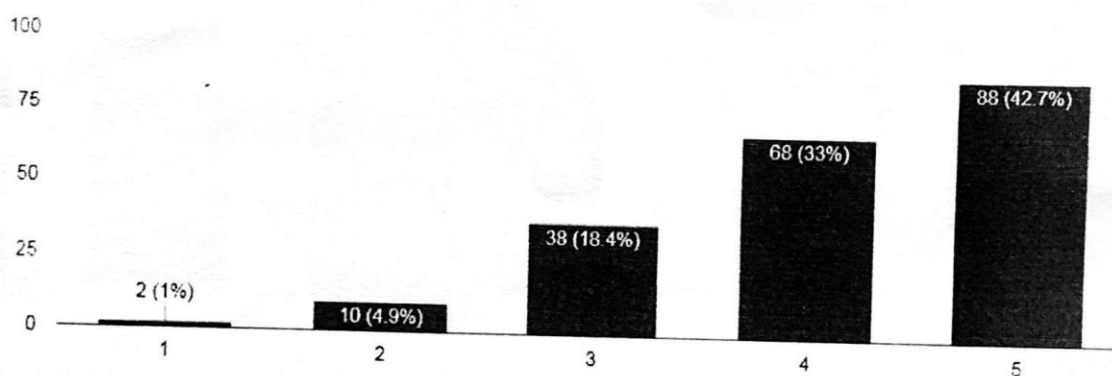
206 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



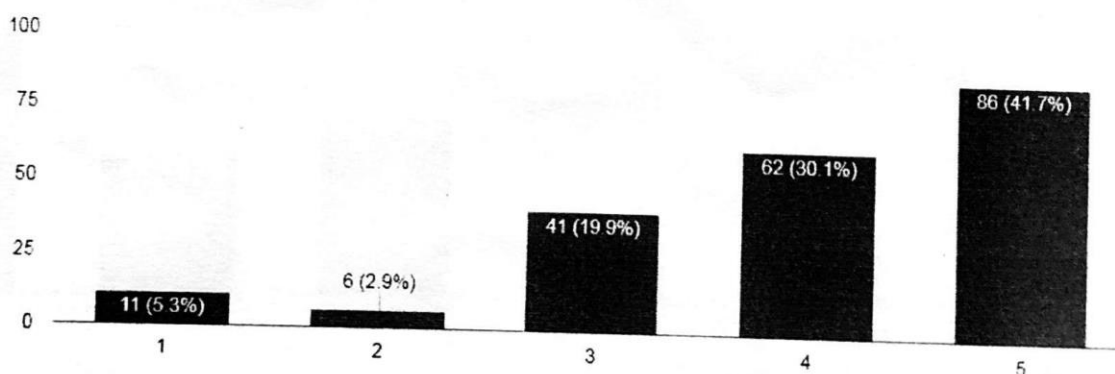
206 responses



e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

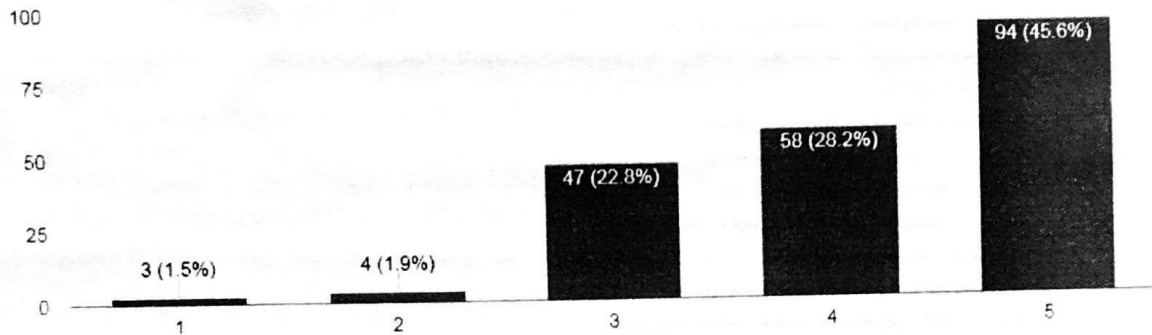


206 responses



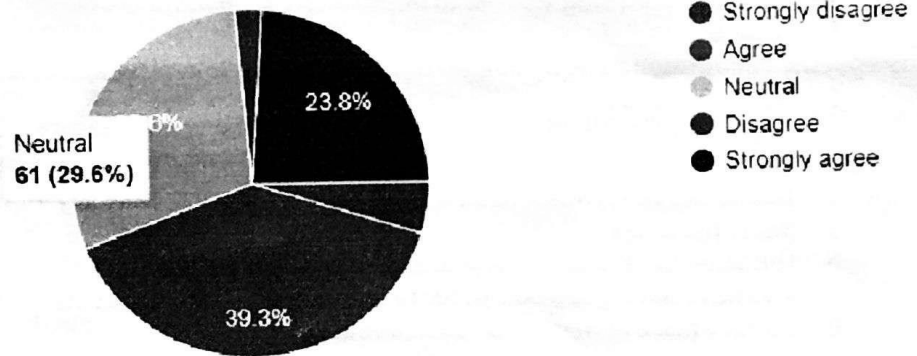
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

206 responses



Do you agree - Learning Outcome for the courses is met

206 responses



K. Udde 16/7/21
IQAC COORDINATOR

J. Ramesh 16/7/2021
PRINCIPAL



**ACADEMIC YEAR – 2020-21 (ODD sem)
INTERNAL QUALITY ASSURANCE CELL**

**EXIT SURVEY REPORT
(2016-20 BATCH)**

QUESTIONNAIRE

About Infrastructural Facilities (5 being highest)

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

About Teaching-Learning -Assessment practices (5 being highest)

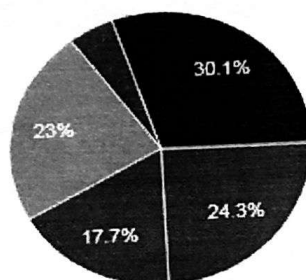
1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
9. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

RESPONSES SUMMARY

Branchwise Responses (226 /248)

Branch studied

226 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

CIVIL - 55/55
CSE - 39/39
ECE - 52/53
EEE - 11/11
MECH - 68/88

About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

S.No	Question	1	2	3	4	5
1	How do you rate classroom ambience	5.3	4.4	29.2	27.9	33.2
2	How do you rate Lab facilities	12.4	8	25.2	23.5	31
3	How do you rate Library facilities	3.5	5.8%	19%	22.6%	29.1%
4	Transport Facility - if availed	20	24%	23%	26.5%	31%
5	Hostel facility - if availed	13.3	9.3	23.9	24.8	28.8
		10.9	10.3	24.06	25.06	30.62

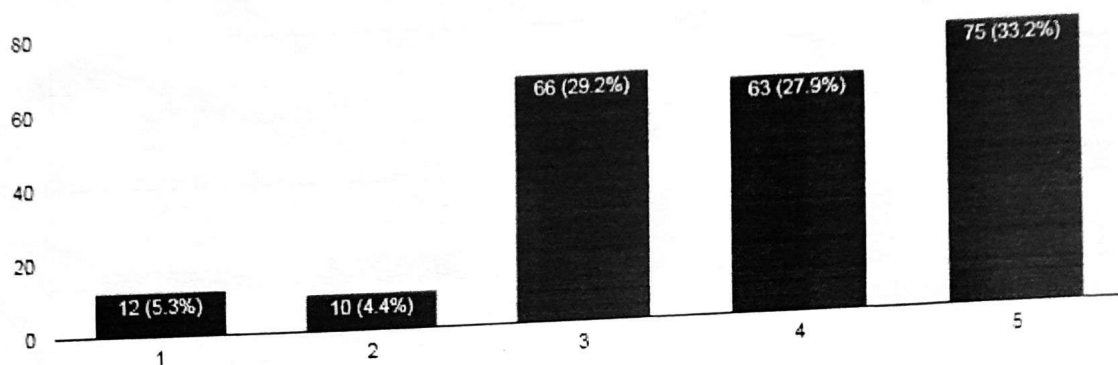
About Teaching-Learning -Assessment practices (5 being highest)

Qn.	Feedback regarding	1	2	3	4	5
1	Question Bank structure, content & usage	3.5	4.4	20.4	22.1	49.6
2	Lab Manual structure, content & usage	2.7	8	20.8	28.8	44.2
3	e-Material content & usage	6.2	6.2	24.8	23.9	38.9
4	Teaching methodology adopted by faculty members	6.2	4	18.6	30.1	41.2
5	Do you agree - Learning Outcome for the courses is met	3.1	2.7	29.6	45.6	19
6	Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices	Attached				
7	Any specific recommendation/ suggestions related to learning materials	Attached				
8	How do you rate assessment practices	5.8	2.7	23.9	27.4	40.3
9	Fairness and transparency of assessment & evaluation practices	4.9	6.6	22.1	29.6	36.7
		4.6%	4.9%	22.88%	29.64%	38.55%

QUESTIONWISE RESPONSES

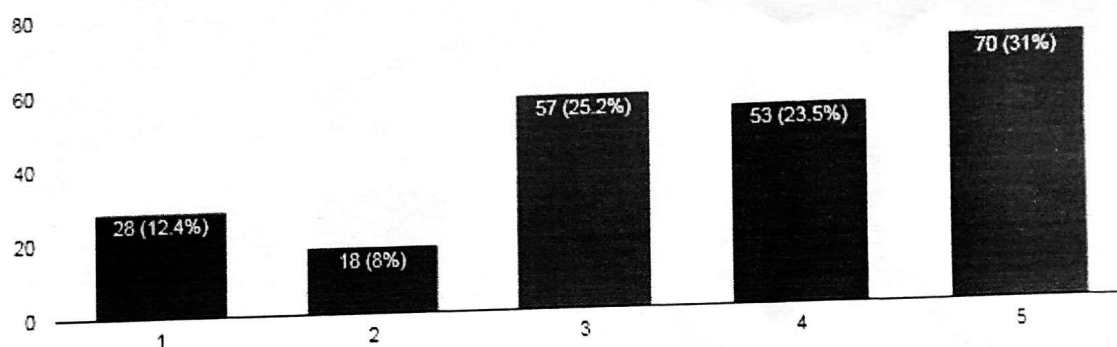
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



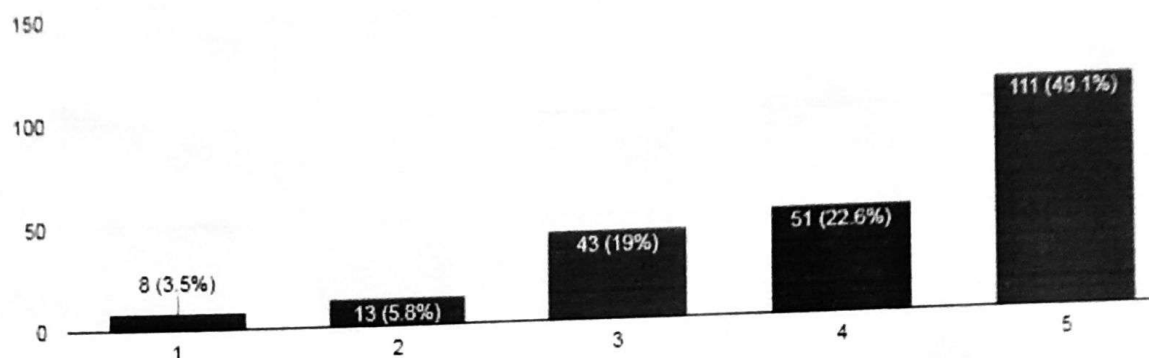
How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



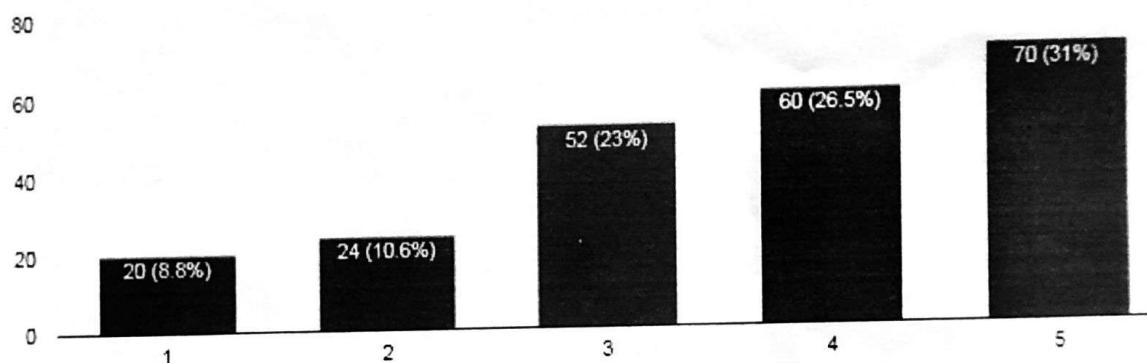
How do you rate Library facilities (1-Needs Improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

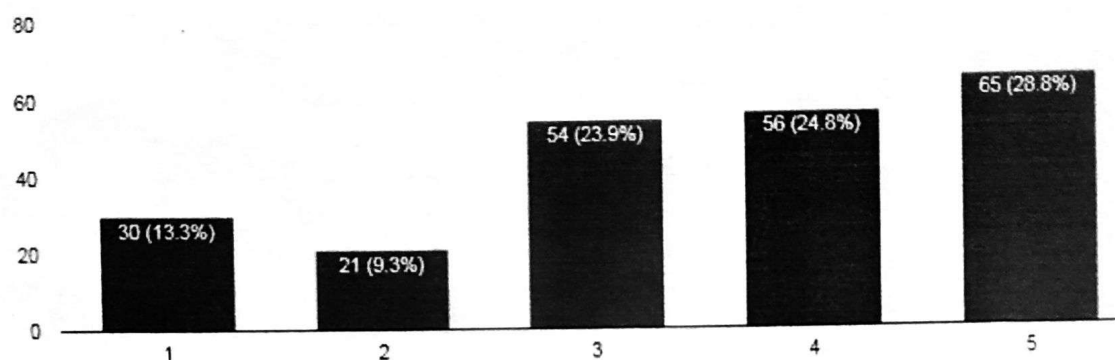
226 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



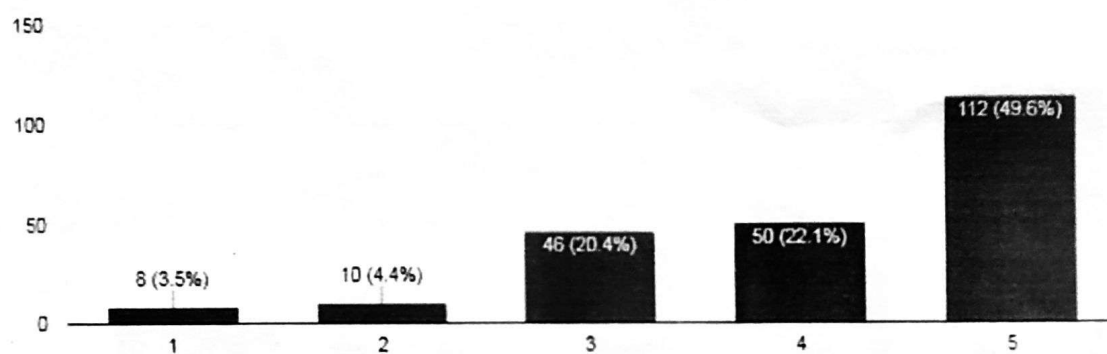
226 responses



Question Bank structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



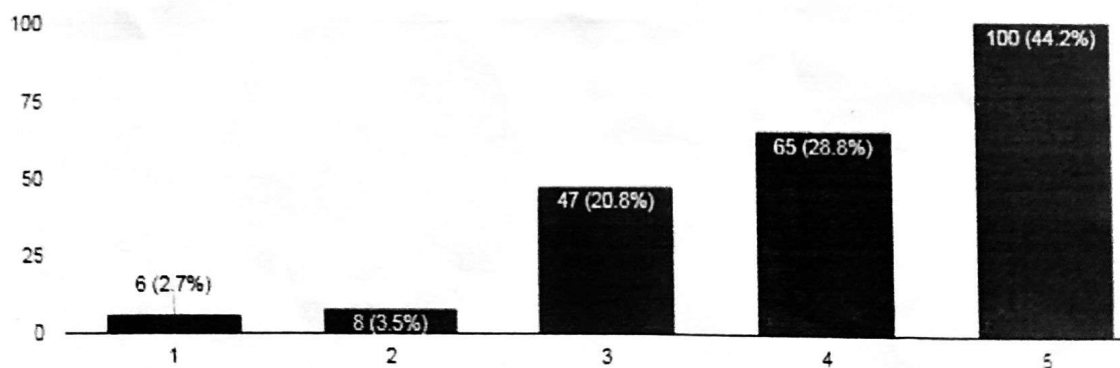
226 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

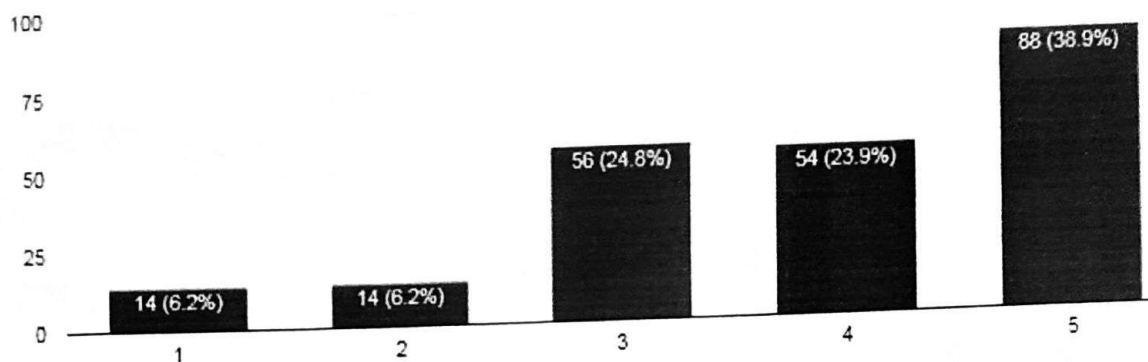


226 responses



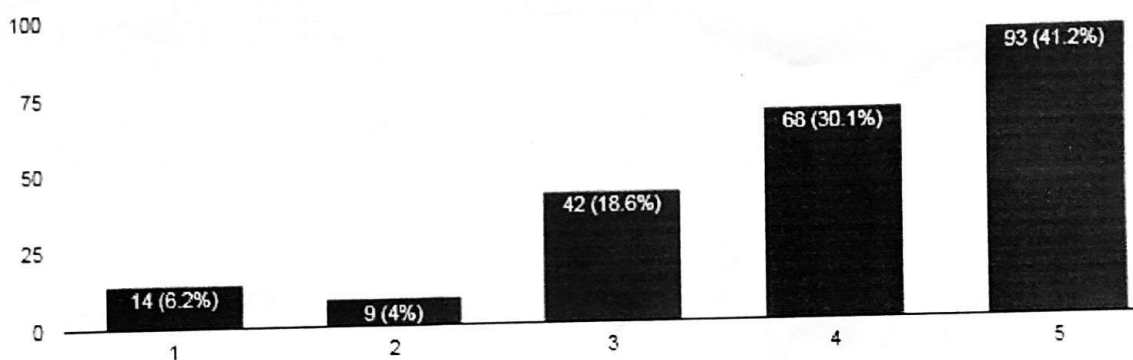
e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



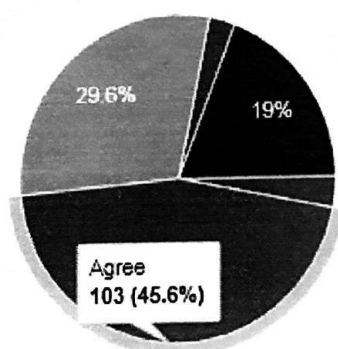
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Do you agree - Learning Outcome for the courses is met

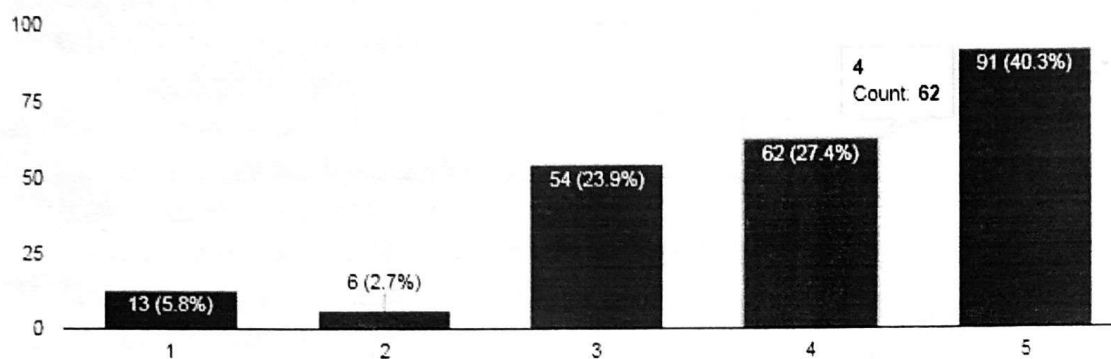
226 responses



- Strongly disagree
- Agree
- Neutral
- Disagree
- Strongly agree

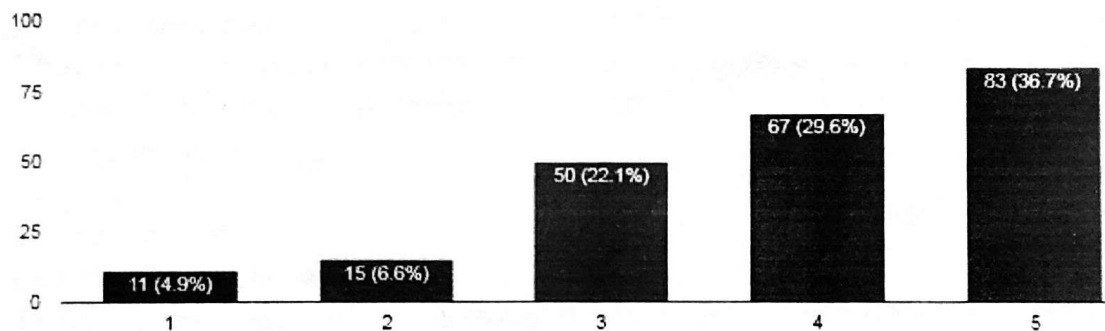
How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



K. Allene 9/12/20
IQAC COORDINATOR

J. Monte 9/12/2020
PRINCIPAL



ACADEMIC YEAR – 2020-21
INTERNAL QUALITY ASSURANCE CELL
EXIT SURVEY REPORT
(2017-21 BATCH)

QUESTIONNAIRE

About Infrastructural Facilities (5 being highest)

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

About Teaching-Learning -Assessment practices (5 being highest)

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. Rate Student Skill Enrichment practices (scale1-5, Fair(1)-Extremely good(5))
9. Rate effectiveness of Internal Counseling sessions(scale1-5, Fair(1)-Extremely good(5))
10. Rate provision of student feedback, suggestions system and its impact (scale1-5, Fair(1)-Extremely good(5))
11. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
12. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

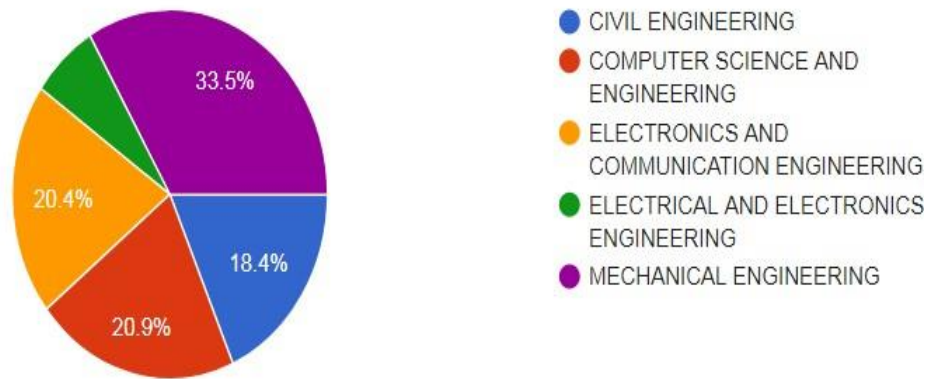
RESPONSES SUMMARY

Branchwise Responses

(206 students, Civil – 38, CSE – 43, ECE- 42, EEE-14, Mechanical -69)

Branch studied

206 responses



About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

S.No	Question	1	2	3	4	5
1	How do you rate classroom ambience	4.4	3.4	21.4	29.6	41.3
2	How do you rate Lab facilities	5.3	8.7	25.7	24.3	35.9
3	How do you rate Library facilities	2.4	4.4	19.9	31.1	42.2
4	Transport Facility - if availed	6	8	25.4	26.4	34.3
5	Hostel facility - if availed	9.9	7.3	25.1	19.9	37.7

About Teaching-Learning -Assessment practices (5 being highest)

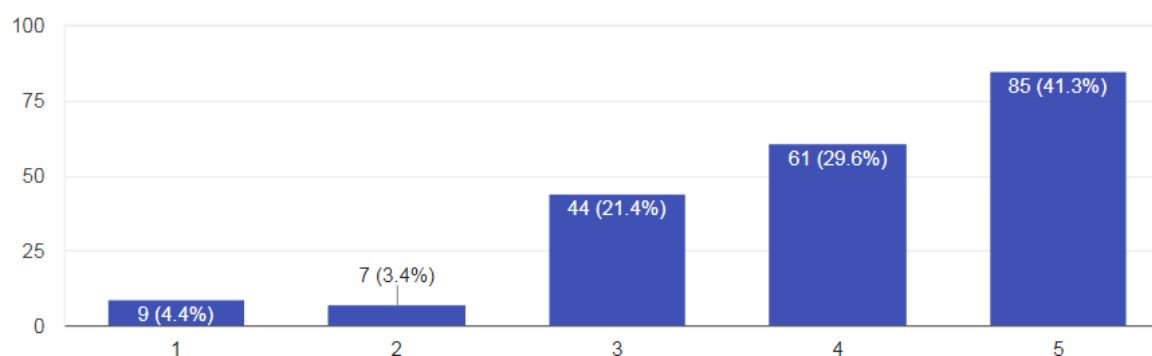
Qn.	Feedback regarding	1	2	3	4	5
1	Question Bank structure, content & usage	1.9	1.9	18.9	33	44.2
2	Lab Manual structure, content & usage	1	4.9	18.4	33	42.7
3	e-Material content & usage	5.3	2.9	19.9	30.1	41.7
4	Teaching methodology adopted by faculty members	1.5	1.9	22.8	28.2	45.6
5	Do you agree - Learning Outcome for the courses is met	23.8	2.4	29.6	39.3	4.9
6	Rate student skill enrichment practices	2.9	1.9	23.3	30.1	41.7
7	Rate effectiveness of Internal counseling sessions	1.5	4.4	17	33.5	43.7
8	Rate provision of student feedback, suggestions system and its impact	2.9	5.3	23.3	28.6	39.8
9	How do you rate assessment practices	1.9	4.4	23.3	33.5	36.9
10	Fairness and transparency of assessment & evaluation practices	1.5	3.9	20.9	36.4	37.4

QUESTIONWISE RESPONSES

How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



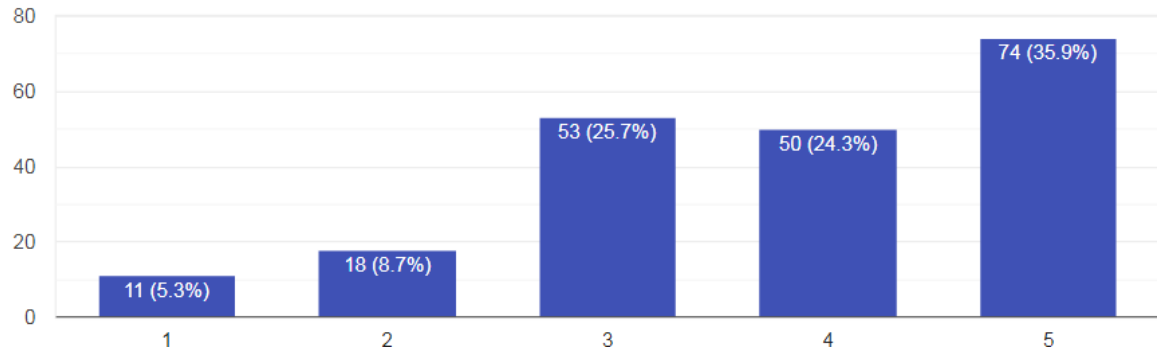
206 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



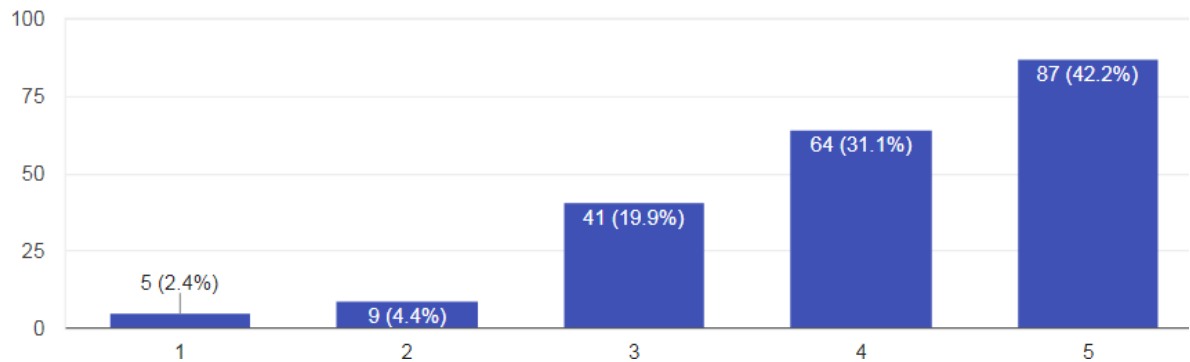
206 responses



How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



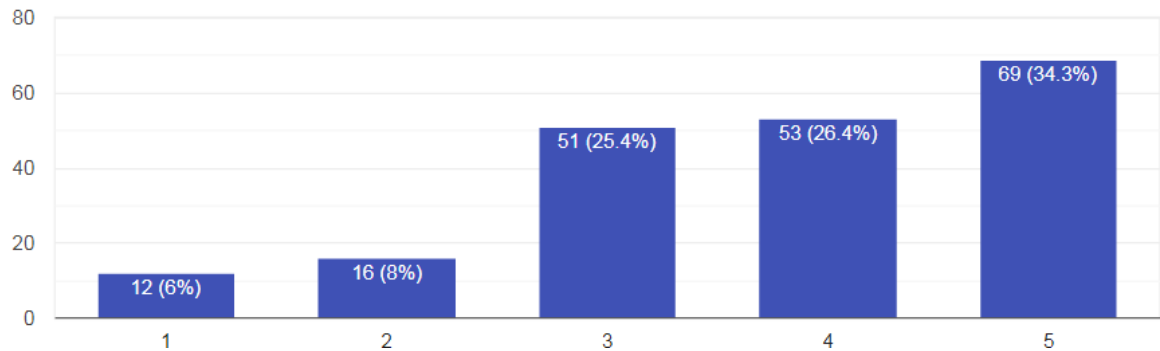
206 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



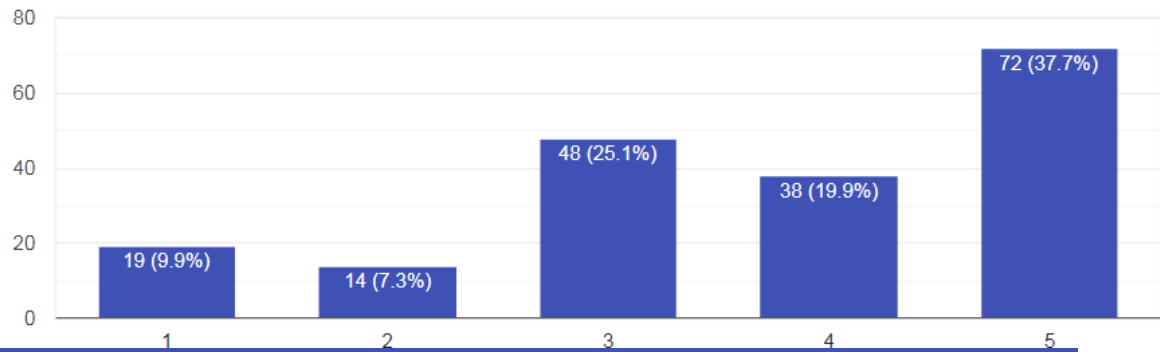
201 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



191 responses

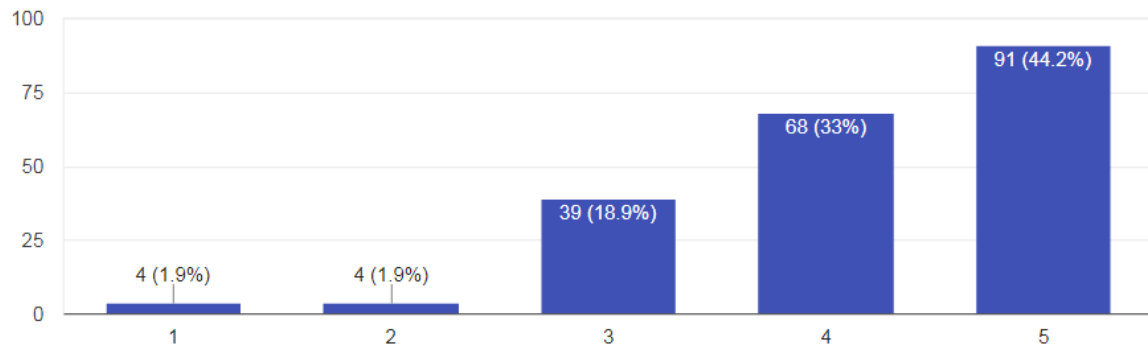


About Teaching-Learning -Assessment practices & Support system

Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



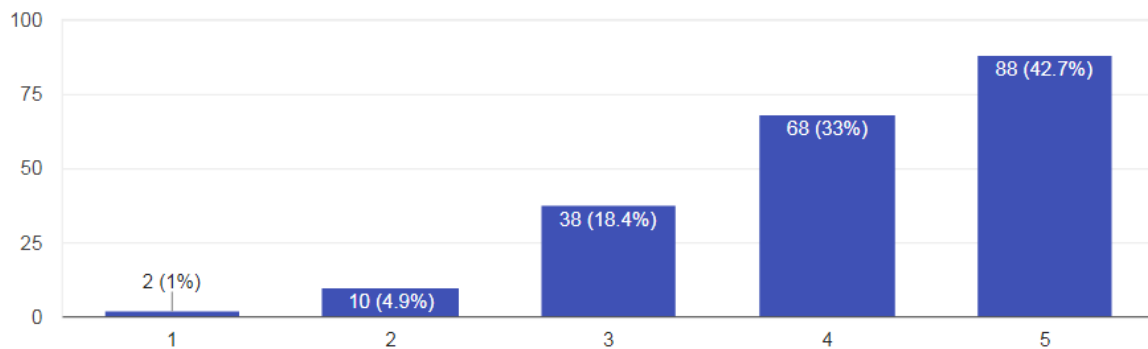
206 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



206 responses



e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



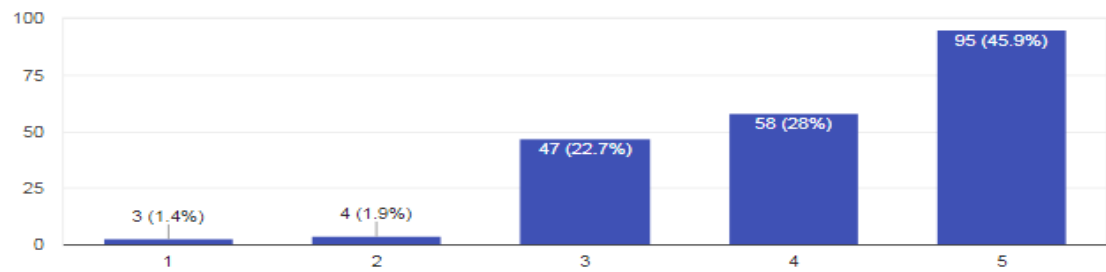
206 responses



Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



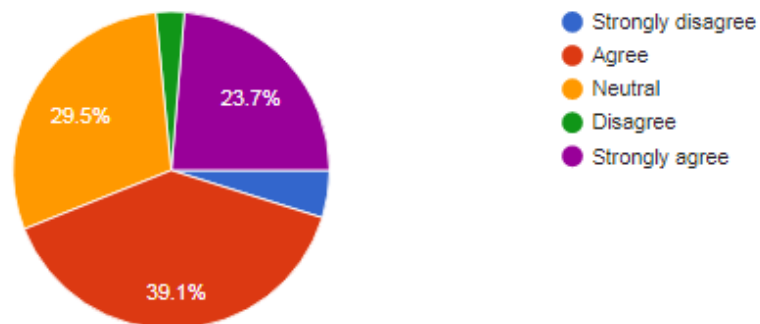
207 responses



Do you agree - Learning Outcome for the courses is met



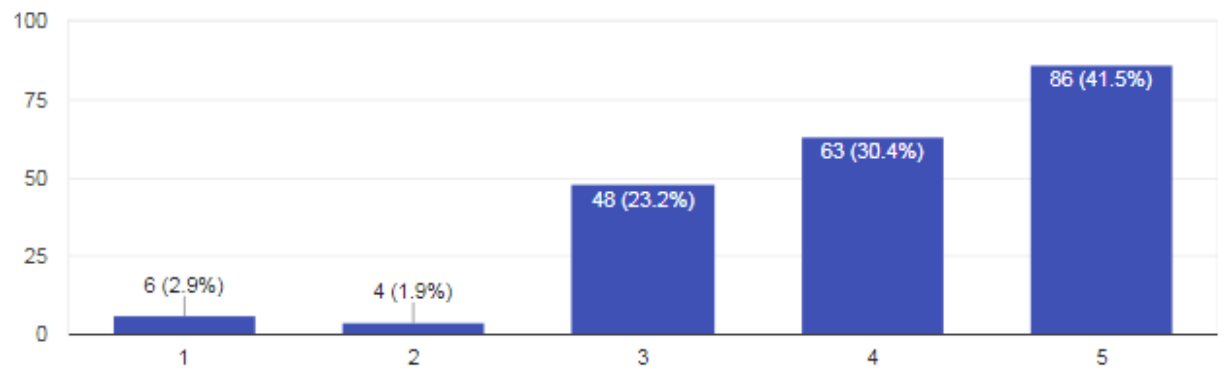
207 responses



Rate Student Skill Enrichment practices



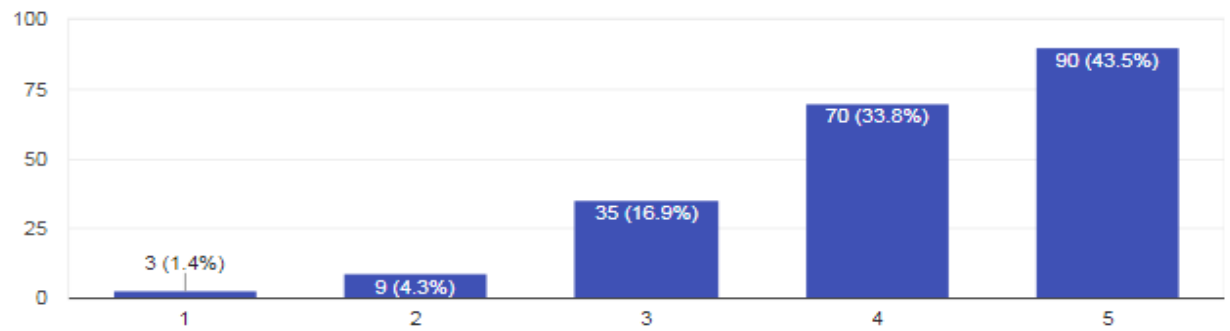
207 responses



Rate effectiveness of Internal Counseling sessions



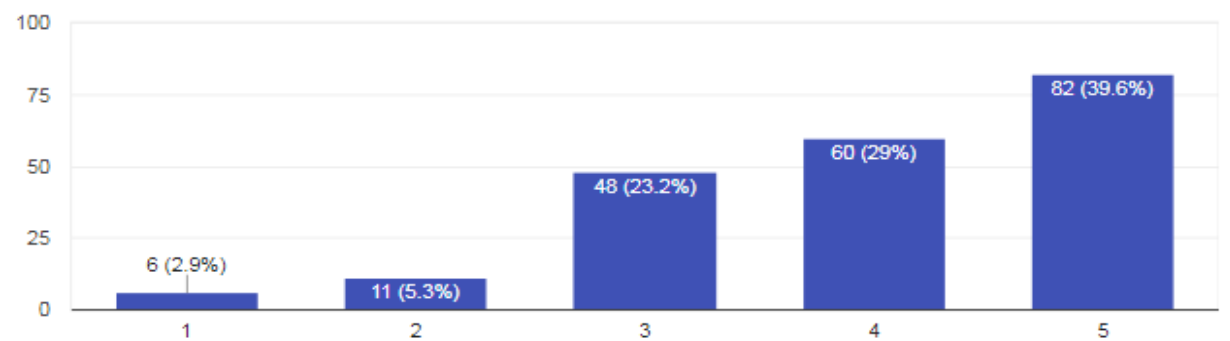
207 responses



Rate provision of student feedback, suggestions system and its impact



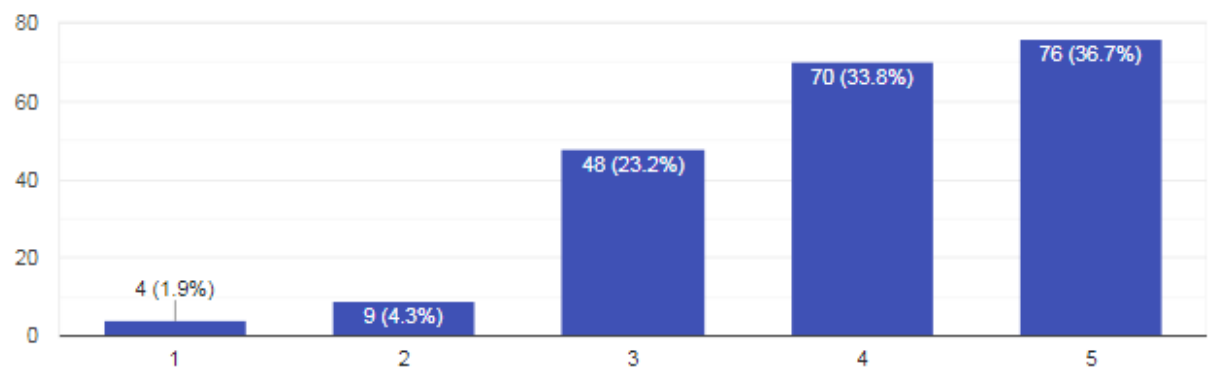
207 responses



How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



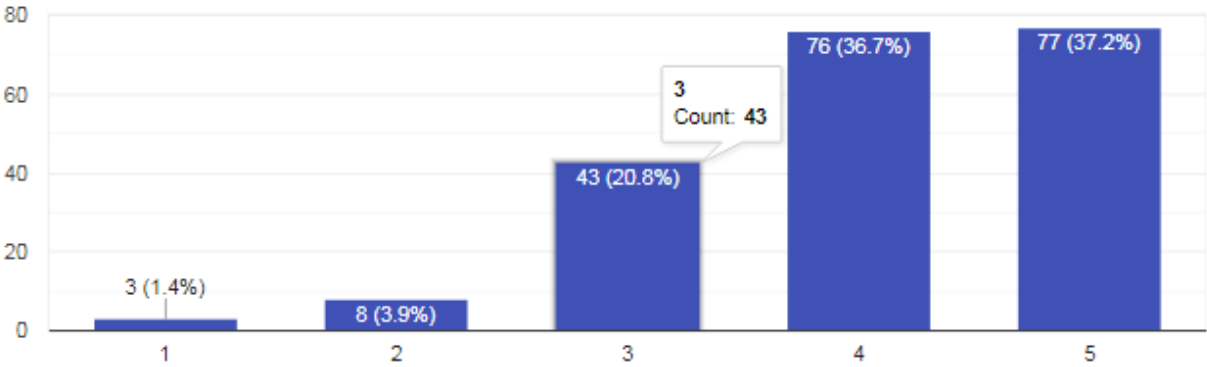
207 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



207 responses





**ACADEMIC YEAR – 2020-21 (ODD sem)
INTERNAL QUALITY ASSURANCE CELL**

**EXIT SURVEY REPORT
(2016-20 BATCH)**

QUESTIONNAIRE

About Infrastructural Facilities (5 being highest)

1. How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. How do you rate Library facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

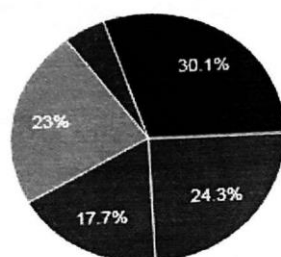
About Teaching-Learning -Assessment practices (5 being highest)

1. Question Bank structure, content & usage(1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
2. Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
3. e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
4. Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
5. Do you agree - Learning Outcome for the courses is met (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)
6. Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices
7. Any specific recommendation/ suggestions related to learning materials
8. How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)
9. Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

RESPONSES SUMMARY

Branchwise Responses (226 /248)

Branch studied
226 responses



- CIVIL ENGINEERING
- COMPUTER SCIENCE AND ENGINEERING
- ELECTRONICS AND COMMUNICATION ENGINEERING
- ELECTRICAL AND ELECTRONICS ENGINEERING
- MECHANICAL ENGINEERING

CIVIL - 55/55
CSE - 39/39
ECE - 52/53
EEE - 11/11
MECH - 68/88

About Infrastructural Facilities (5 being highest)

1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good

S.No	Question	1	2	3	4	5
1	How do you rate classroom ambience	5.3	4.4	29.2	27.9	33.2
2	How do you rate Lab facilities	12.4	8	25.2	23.5	31
3	How do you rate Library facilities	3.5	5.8%	19%	22.6%	29.1%
4	Transport Facility - if availed	20	24%	23%	26.5%	31%
5	Hostel facility - if availed	13.3	9.3	23.9	24.8	28.8
		10.9	10.3	24.06	25.06	30.62

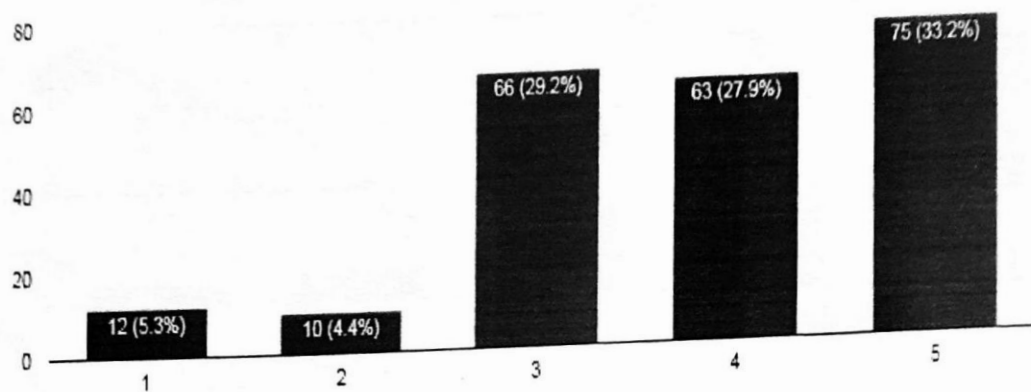
About Teaching-Learning -Assessment practices (5 being highest)

Qn.	Feedback regarding	1	2	3	4	5
1	Question Bank structure, content & usage	3.5	4.4	20.4	22.1	49.6
2	Lab Manual structure, content & usage	2.7	8	20.8	28.8	44.2
3	e-Material content & usage	6.2	6.2	24.8	23.9	38.9
4	Teaching methodology adopted by faculty members	6.2	4	18.6	30.1	41.2
5	Do you agree - Learning Outcome for the courses is met	3.1	2.7	29.6	45.6	19
6	Any specific recommendation / suggestions / appreciations related to Teaching-Learning practices	Attached				
7	Any specific recommendation/ suggestions related to learning materials	Attached				
8	How do you rate assessment practices	5.8	2.7	23.9	27.4	40.3
9	Fairness and transparency of assessment & evaluation practices	4.9	6.6	22.1	29.6	36.7
		4.6%	4.9%	22.88%	29.64%	38.55%

QUESTIONWISE RESPONSES

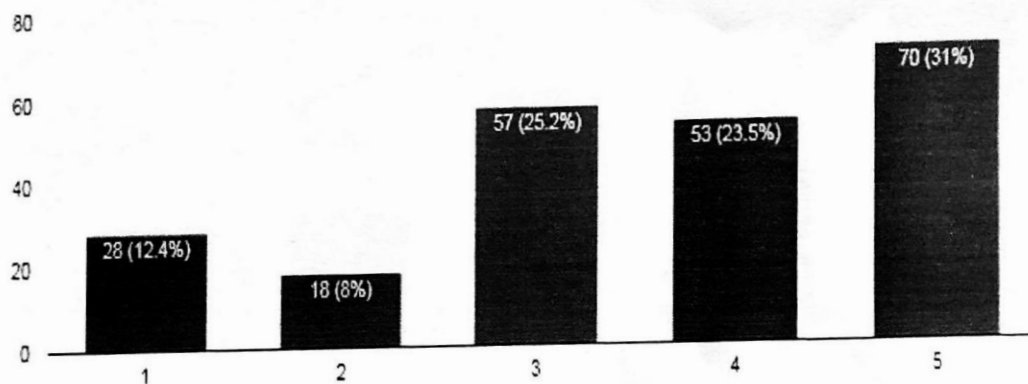
How do you rate classroom ambience (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



How do you rate Lab facilities (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

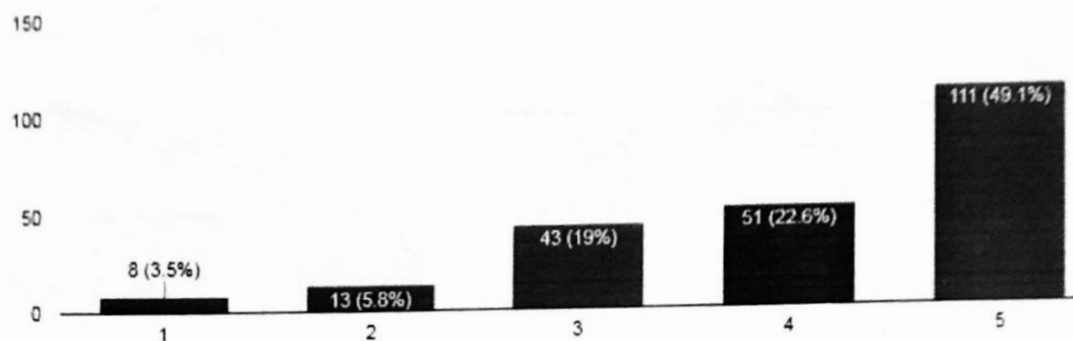
226 responses



How do you rate Library facilities (1-Needs Improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

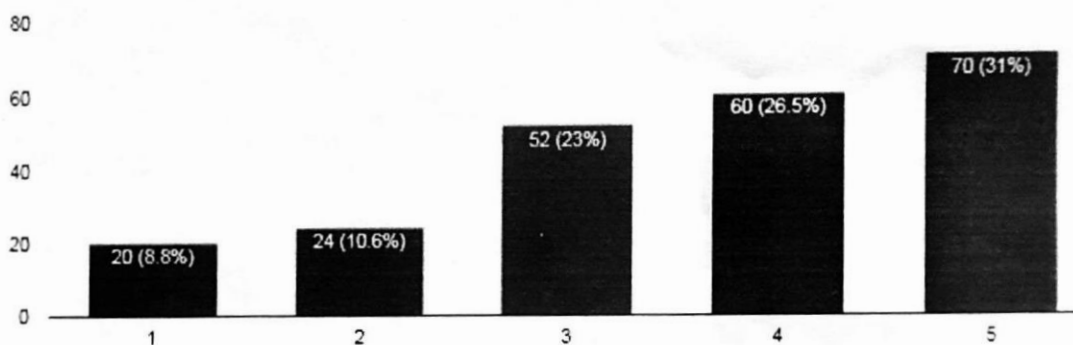


226 responses



Transport Facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

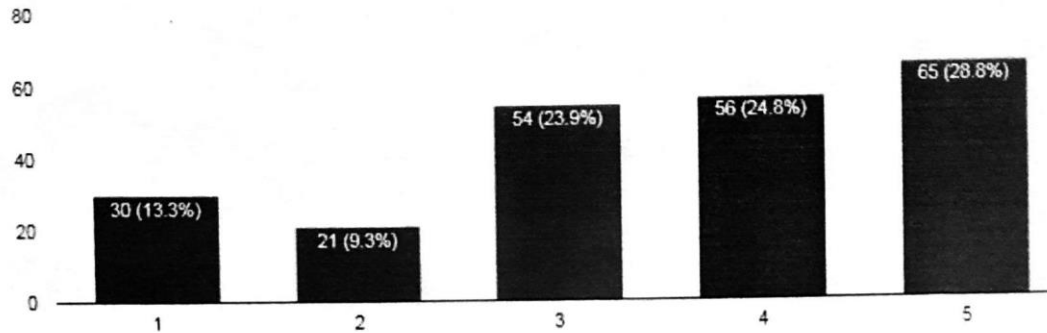
226 responses



Hostel facility - if availed (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



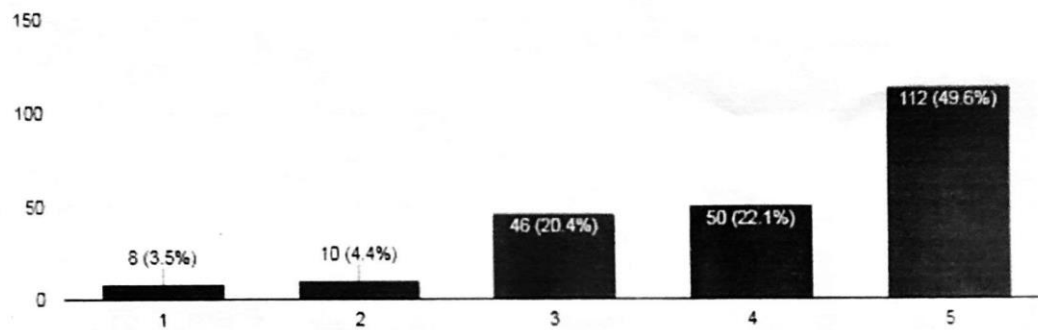
226 responses



Question Bank structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)



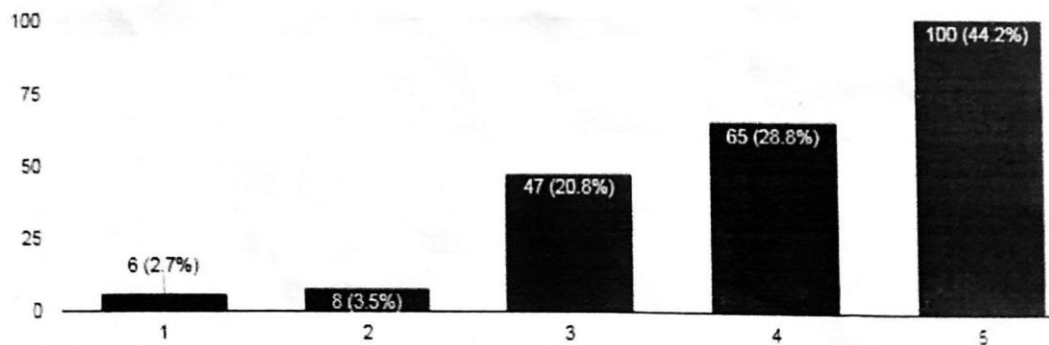
226 responses



Lab Manual structure, content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

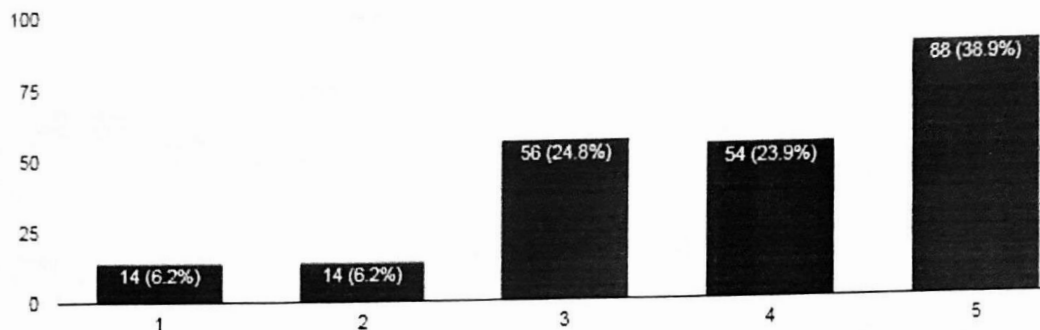


226 responses



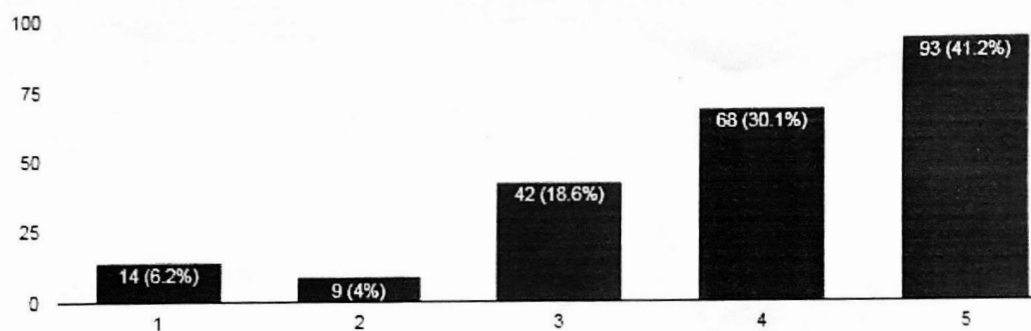
e-Material content & usage (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



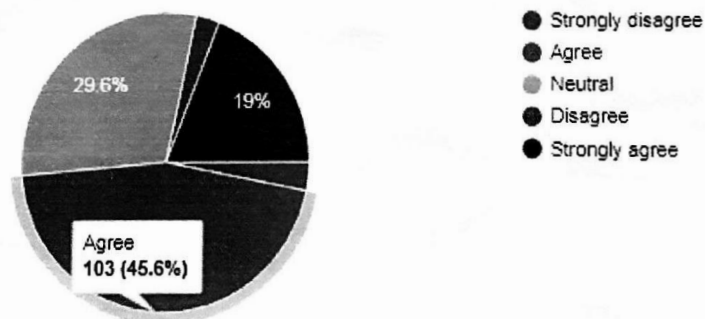
Teaching methodology adopted by faculty members (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



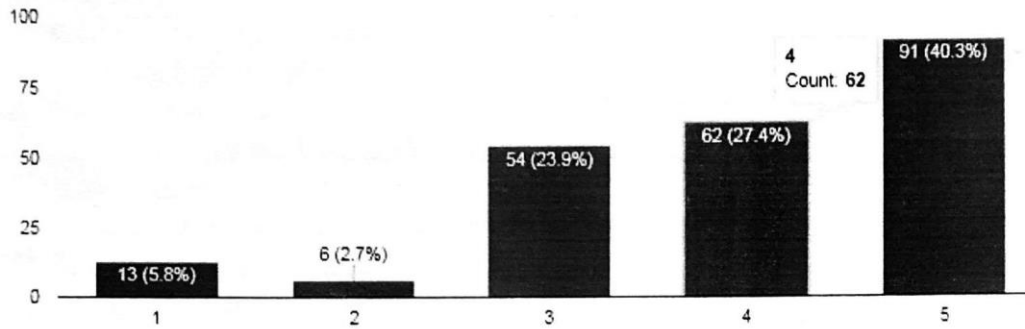
Do you agree - Learning Outcome for the courses is met

226 responses



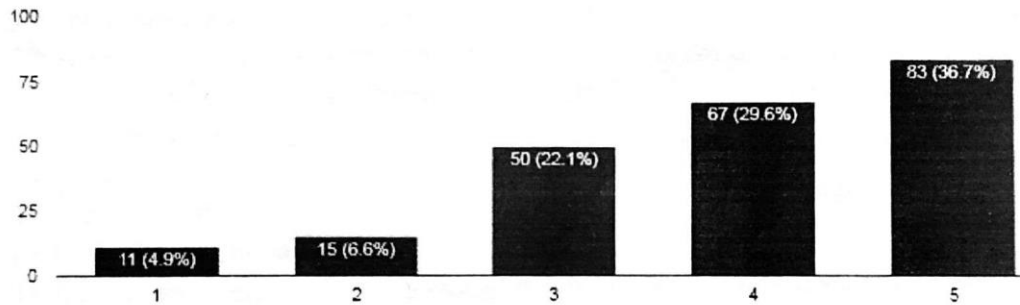
How do you rate assessment practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



Fairness and transparency of assessment & evaluation practices (1-Needs improvement, 2-Fair, 3-Good, 4-Very Good 5-Extremely Good)

226 responses



K. Moore 9/12/20
IQAC COORDINATOR

J. Monte 9/12/2020
PRINCIPAL



ACADEMIC YEAR 2018-19 (EVEN SEMESTER)
Student Representative Meeting with Principal

05.03.19

Minutes of Meeting

Principal convened meeting with IV year student representatives on 04.03.19 with the composition of 2 overall performers, 1 average and 1 slow learner from engineering branches. Students were given open platform to share their experiences at the campus for 4 years period. Students were also directed to share suggestions if any.

Branchwise student representations are as follows

CIVIL

- **Learning experience** was joyful.
- **Appreciated the practices** of Value Added courses, My Credit Course, Library resources, Competency Development classes
- **Structure of Question bank** and its content was appreciated.
- Student from Chennai based mentioned about the **usefulness of coaching classes**.
- **Syllabus coverage and Assessment practice** was appreciated.
- Representation for **Cultural programmes** to be continued was raised.
- Represented about their comfort for color dress over uniform.
- Sports – event participation other than zonal matches was represented.
- Placement opportunities was represented. (efforts are taken)

CSE

- **Coaching & Saturday classes** though found tough initially was effective and useful.
- **Google classroom practice** is good.
- **Question bank is good. Guidance by staff is good.**
- **Revision classes** are very useful.
- **Coding** by student can be encouraged more.
- **Initiatives for communication skills** improvement was represented.
- Training sessions / provision for **GMAT / GRE / IELTS / UPSC exams** shall be arranged.

- **Arrear students** to be motivated for external event participation. OD not to be sanctioned based on arrear.
- **Lab printout sheet** size can be set as the size of **A4**. Find difficulties in taking printout.

ECE

- **Care and guidance is good.**
- **College timing is comfortable.**
- Representation for **Assessment answer script** correction can be made by staff not handling class / course
- **Weekly test during T&P hours. Additional practice for aptitude skills.**
- **Library – Computing system issue** due to virus was mentioned. (Steps taken to resolve).
- **Students** represented for Dispensary facility. (Steps will be taken)

EEE

- **Need printout facility at Library**
- **Question bank** distribution can be made little earlier.
- **Student friendly approach is good.**

MECH

- **CNC Machine** utilization can be enhanced. Service pack alone utilized. Other labs are OK.
- **Overall development activities** was appreciated and found effective. Stage fear defeated. Motivations for overall growth at KINGS is good. 18th ISTE provided platform to stage and then continued with other events.
- **Assignment Presentation Hour (APH)** is useful. To be continued effectively,
- **Graduation Day** certificate by Parents is good.
- **Staff-Student relationship** is good. Staff members are motivating and supporting for overall growth of students.
- **ALUMNI** interaction sessions are useful.

Principal & Vice-Principal insisted for student preparation towards placement opportunities. **Examination** preparation guidelines was shared. Mathematics arrear coaching sessions to be utilized. Principal appreciated the batch for their performance, wished students for better performance in exams and successful career.

RAC

J. Ramakrishna
05/3/19
PRINCIPAL