

# K. RAMAKRISHNAN COLLEGE OF ENGINEERING Samayapuram, Tiruchirappalli-621 112



# **ACADEMIC YEAR 2021-2022**

**Minutes of IQAC Meeting** 



## K.RAMAKRISHNAN COLLEGE OF ENGINEERING

Permanently Affiliated to Anna University Chennai, Approved by AICTE Now Delhi, ISO 9001:2015, 14001:2015 certified institution, Accredited by NBA and with A grade by NAAC Samayapuram, Tiruchirappalli — 621 112, Tamilnadu, India.

## **INTERNAL QUALITY ASSURANCE CELL**

## Circular

05.10.21

The Internal Quality Assurance Cell (IQAC) meeting for the AQAR 2020-2021 (Criteria I to Criteria 5) presentation will be held on 8th and 9<sup>th</sup> October 2021 at 11.30 am. All Department Heads, Assistant Hod's and IQAC committee members are requested to be present on that day.

Venue: TLC

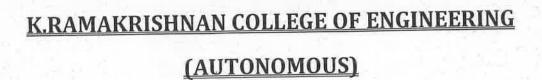
Principal

Meeting - I CIRCULAR. spated: speops The Internal Quality Assurance Cell [ IOAC) Meeting for the AQAR 2020-2021 on 18th and 9th October 2021 at will be hold 11.30 Au. HOD'S and All Department Heads, Assistant JOAC Committee Nembers are Requested to be present on that day PRINCIPAL/JOAC CHAIRMAN. Tilmilm Circulated to 1. All HOD's and all Staff Newbex. 2. IDAC Committee Newbox. Minutes of the heating: 1. Members of TOAC from Mechanical, ECE, EEE, CSE, MBA, CSBS IT & S&H Departments
presented ABAR 20-21 Report. 2. During the presentation, Chairman of IRAC visited to focus on \* To viertoure and enrich Student Activities To Notivate the Students to undergo internship Training vieprove the Count of Value added Courses. To vieprove the publication of Sci Journals.

To apply for funding proposals.

To follow a uniform format in the
Supporting documents.

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## **DEPARTMENT OF EEE**

# ALL STAFF MEETING WITH PRINCIPAL

DATE: 06.01.2022 (THURSDAY)

TIME: 2.30PM-4.30PM

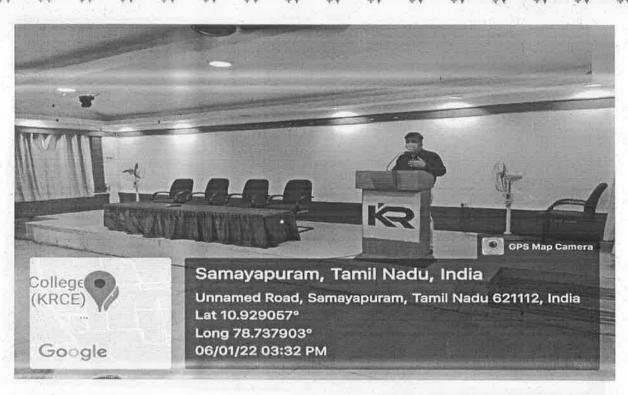
VENUE: 2<sup>ND</sup> FLOOR CONFERENCE HALL

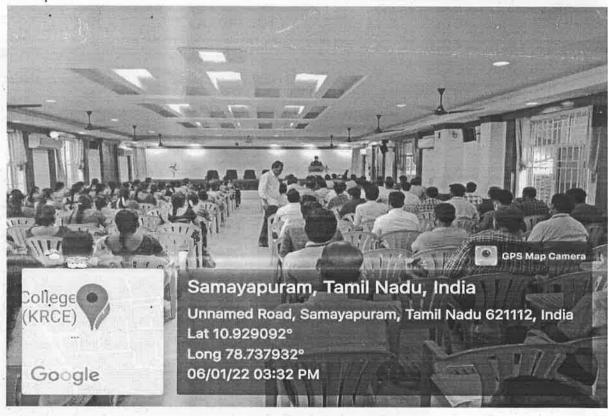
#### **AGENDA:**

- Research and Funding
- Publication and IPR
- Staff discipline
- Staff involvement in work
- Staff coordination in team
- Staff relationship at work place
- Involvement in department activities
- Progress of Online classes
- Student project work
- Faculty members Health and hygiene



- ❖ Faculty members should take care of their health and family health.
- ❖ All Ph.D doing faculties are strictly advised to spend two hours for their research and should start their publication work.
- ❖ Doctorates and senior faculty members are insisted to apply for funding and patents and they are asked to submit atleast 2 proposals for funding.
- Staffs should convert student project ideas into patent and publication.
- ❖ Faculty members should get the innovative project ideas from reputed text books and should initiate the students to carry out the project.
- ❖ Faculties are insisted to complete their publication work as per HR norms
- Avoid mobile phone usage while handling the classes.
- ❖ Staffs should follow the proper timing and to be punctual.
- Faculties must adhere to proper dress code while going to classes.
- All staff members should involve themselves in department related activities and work need to be completed on time.
- Should support the faculty members to complete their department related tasks.
- Faculty members should maintain cordial relationship with their own department and other department members.





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2. Doctorates and Serior facility Nembers are unsisted to apply for funding and Patents.

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# K.RAMAKRISHNAN COLLEGE OF ENGINEERING, SAMAYAPURAM, TIRUCHRAPALLI-621 112.

### **INTERNAL QUALITY ASSURANCE CELL**

### Circular

14.02.22

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 18<sup>th</sup> February 2022 at 03.00 P.M in the Principal Chamber. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows.

### Agenda

- 1. Preparation of Action plan for 2021-2022 (EVEN SEM).
- 2. Plan for Internal and External Academic and Administrative Audit.
- 3. Final verification of AQAR 2020-2021 and submission.
- 4. NBA Document presentation.

5. Submission and Verification of CO-PO attainment.

Principal / IQAC Chairman

# K.RAMAKRISHNAN COLLEGE OF ENGINEERING, SAMAYAPURAM, TIRUCHRAPALLI-621 112.

## **INTERNAL QUALITY ASSURANCE CELL**

## Minutes of IQAC meeting held on 18.02.22

S.No.	<b>Points Discussed</b>	Action Plan	Responsibility	Target Date
1.	Preparation of Action plan for 2021-2022 (EVEN SEM).	Department wise Academic activity schedule prepared and presented by HOD's.	IQAC Chairman, IQAC Coordinator & Department HOD's.	End of the semester
2.	Plan for Internal and External Academic and Administrative Audit.	Confirmed the schedule and auditors for Internal and External audit.	HOD & TEAM	After completion of Audit.
3.	Final verification of AQAR 2020-2021 and submission.	Presentation and Verification of all Criterion was done.	IQAC	40 M M M M
4.	NBA Document presentation by ECE, EEE & MECHANICAL departments.	Presentation and verification of NBA supporting documents as per Compliance report.	HOD & TEAM	March 2 <sup>nd</sup> 2022
5.	CO-PO Attainment of all Departments	CO-PO attainment for 2019, 2020, 2021 batches were prepared. Course data sheet were collected from faculties. According to internal and university marks CO &PO attainment were calculated. Details were presented and verified	ALL Faculty Members. IQAC Chairman and IQAC Coordinator	End of the semester

Principal / IQAC Chairman

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# K.RAMAKRISHNAN COLLEGE OF ENGINEERING, SAMAYAPURAM, TIRUCHRAPALLI-621 112.

#### **INTERNAL QUALITY ASSURANCE CELL**

## Circular

04.04.22

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 7<sup>th</sup> April 2022 at 11.30 AM in the Principal Chamber. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows.

#### Agenda

1. Discussion of Recommendations and Suggestions of the External Academic Audit by External auditors.

Principal / IQAC Chairman

## Minutes of IQAC meeting held on 07.04.22

S.No.	<b>Points Discussed</b>	Action Plan	Responsibility	Target Date
1.	External Academic Audit Recommendations & Suggestions.	Minor recommendations and suggestions were discussed for implementation. Planned to incorporate the suggestions.	HOD & TEAM	May first week of 2022.
2.	Schedule for External Administration audit	To prepare according to the checklist provided.	HOD, PRO& Team	12& 13 <sup>th</sup> April 2022

Principal/IQAC Chairman 4/4

Meeting 4: CIRLULAR. at 11.30 Am in the principal chamber. Agenda I Discussion of Recommendation and Suggestions

J the External Academic Audit by External Auditors a with 2 Schodule for External Administrative Audit Principal | I DAE CHAIRMON Minutes of the Receting 1 Neinor Recommendations and Suggestions were discussed for unplementation and planned to incorporate the Suggestions. — HOD& Team. 2. To prepare and verify documents according to The checkhest provided. \_ Hop ProsTeam. Monebers Present. & No Nauce Designation Signature DALD SRINIVASAN PRINCIPAD Dr. K Dhayalini Prof/EEE 3. Da BIKuran Bala Hop AId DS XK Dr. S. Manikandy HODINT K. Chellamethy Dp/meen Dr. T. M. Mithy HOD COEV Ms. J. Pringodharshin JAP JAPA JAPANON 8. Mg. M. Nivetha AP /ARADS Dr. Jahrey D. Amo Roy Man D. Jahrey
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## K. RAMAKRISHNAN COLLEGE OF ENGINEERING (Autonomous) Samayapuram, Tiruchirappalli-621 112



## KRCE/ CIR/IQAC/ 2022

27.04.2022

#### **CIRCULAR**

Internal Quality Assurance Cell (IQAC) meeting is scheduled on 12.05.2022 03.30 pm in the TLC. All the members of IQAC are requested to attend the meeting. The agenda for the meeting is as follows

- 1. Curriculum Enrichment
- 2. AQAR 21-22
- 3. National Education Policy (NEP)
- 4. Strategic plan JAN 2021 to Dec 2021 status
- 5. New strategic plan from JAN 2022- DEC 2022

CC: 1. All HOD's - To circulate among all staff members, 2. File



## K.RAMAKRISHNAN COLLEGE OF ENGINEERING

#### An Autonomous Institution

Permanently Affiliated to Anna University Chennal, Approved by AICTE New Delhi, ISO 9001:2015, 14001:2015 certified Institution, Accredited by NBA and with A grade by NAAC Samayapuram, Tiruchirappalli — 621 112, Tamilnadu, India.

#### **INTERNAL QUALITY ASSURANCE CELL**

### Minutes of the Meeting held on 12.05.22

**VENUE: TLC** 

TIME: 3:00 pm to 4.30pm

Review and Action taken for the previous meeting held on 07.04.22.

- 1. External Academic Auditors Recommendations and Suggestions pointed were considered and action in progress.
- 2. External Administrative audit was planned and executed. Suggestions and Recommendations were considered and action in progress.

S. No.	Agenda	Action Plan	Responsibility	Target Date
1	Curriculum Enrichment	To plan and execute Value Added Course for all 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> year students.	HOD & Faculty In-charge	June 2022
2.	AQAR 21-22	To prepare and submit the department details from Jan 22 to May 22 to IQAC.	HOD & Department IQAC Coordinators	May 31 <sup>rst</sup> 2022
3.	National Education Policy( NEP)	Discussed the points mentioned in updated AQAR 21-22	HOD & Faculty Members	•
4.	Strategic plan JAN 2021 to Dec 2021 status	All Departments to review the activities pertaining to student's w.r.to Criteria-2, Criteria-3, Citeria-5 and Criteria-7 till December 2021.	HOD & IQAC Coordinator	June 2022
5. =	New strategic plan from JAN 2022- DEC 2022	Department Heads to prepare strategic plan for 2022 in discussion with IQAC Chairman.	IQAC Chairman, HOD & IQAC Coordinator	JUNE 2022

IQAC-Chairman

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pertaining to Cri I to VII \_ 2021 Academi 400 5. Department Heads to prepare Strategic plan for 2022 in discussion with IDAC Chairman. — IDAC Chairman, HODS IDAC Coordinator.

Members Present

S.NO Name  2. Dr. D. SRINIVASAN  2. Dr. K. Dhayalini  3. Ds. B. Kieran Bala  4. Dr. S. Manikandan	Designation  PRINCIPAL.  Prof/EEE  HOD/AJOS	Signature:
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## K. RAMAKRISHNAN COLLEGE OF ENGINEERING (Autonomous) Samayapuram, Tiruchirappalli-621 112



# **ACADEMIC YEAR 2021-2022**

## **OBJECTIVES & ACTION TAKEN REPORT**







#### **OBJECTIVES FOR THE ACADEMIC YEAR: 2021-2022**

#### **OBJECTIVES - TRAINING & PLACEMENT**

- 1. The AMCAT score should be 10% above the national average in English, Quants, Logical, & AUTOMATA.
- 2. Minimum 100 companies should visit the campus for recruitment
- 3. The department should enrol the following percentage of students for placement  $ECE-75\ CSE-80\ MECH-60\ EEE-70$
- 4. The average salary of placed students shall not be less than ECE 3.75 lakhs CSE 4 lakhs MECH 3 lakhs EEE 3.25 lakhs
- 5. The following no. of students should be placed with a minimum salary of 5 lakhs per annum,

ECE - 20 CSE - 25 MECH - 5 EEE - 05

#### OBJECTIVES - ACADEMICS

- 1. The Graduation percentage shall not be less than 97.
- 2. Every eligible department shall get NBA with a minimum score of 675.
- 3. Each student should take one online course per year for not less than 4 weeks from II year
- 4. Every student shall visit the library for minimum 2 hours per week
- 5. Minimum 25% of students should have cleared one foreign language course by the end of III year
- 6. All the students should have attended at least one value added course for not less than 40 hours by the end of III year.
- 7. Every faculty member shall secure at least 85% in student feedback.
- 8. At least one centre of excellence shall be created in the college.
- 9. At least 25% of students from III year & IV year shall appear for competitive exams and 20% of the students should clear the exam.
- 10. Minimum 50% of I and II year students should take up BEC exam and not less than 80% students should clear the exam.
- 11. Minimum 10% of students in III & IV year should crack contest organised by companies to get prizes or placement offers or internships.
- 12. Every faculty member shall complete at least one online certificate work for not less than 8 weeks from NPTEL / courses.

#### OBJECTIVES - RESEARCH

- 1. All students should have published one paper in Scopus / Wos by the end of 4<sup>th</sup> year.
- 2. Each department should get at least one funded project worth of 15 lakhs.
- 3. Each department shall generate a consultancy revenue of not less than 2 lakhs
- 4. Each faculty member has to file at least one patent / copy right
- 5. Every faculty member shall attend training for not less than 4 days in a year
- 6. All faculty members with one year experience shall register for Ph.D. program.
- 7. Every department shall facilitate at least one start up centre
- 8. Doctorates should publish 2 papers in SCIE indexed journals and others shall publish 2 papers in scopus/Wos indexed journals







- 9. College shall conduct one international conference with minimum of 100 participants.
- 10. College shall conduct at least 2 FDP in a year.
- 12. Each department shall conduct at least 5 online webinars, 2 workshops and one short term course.

#### **OBJECTIVES - GENERAL**

1. Minimum one motivational / self development programme .shall be organized for the students in a year.



## K.RAMAKRISHNAN COLLEGE OF ENGINEERING

(An Autonomous Institution)

Permanently Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi, ISO 9001-2015, 14001:2015 Certified Institution, Accredited by NAAC with A Grade, Accredited by NBA and MHRD NIRF ranked Institution, Samayapuram, Tiruchirappalli – 621 112, Tamilnadu, India.

# ACTION TAKEN REPORT

(Academic Year 2021-2022)

As per the review status carried out on the objectives framed for the academic year 2021-2022, the action taken is as follows

- 1. The Placement In charges, Department HoD's started to work towards target planned for Placement objective.
- 2. Each final year student is motivated by the department Heads and faculty members to publish one paper in Scopus/ WoS Journals.
- 3. All department faculty members are motivated by the Principal and Department Heads to receive Research Funds, generate Consultancy revenue and apply for patent as per the target.
- 4. All the students from II year to IV year are motivated by the importance of online course registration and to register for online course.
- 5. Awareness programmes were conducted for the preparation towards competitive exams and higher studies.
- 6. All the faculty members are informed strictly to register for 8 weeks online course.

Principal