

**K.RAMAKRISHNAN COLLEGE OF TECHNOLOGY (Autonomous)**

**NAAC 'A+' & ISO 9001:2015, ISO 14001:2015 Certified Institution**

**Approved by AICTE & Affiliated to Anna University, Chennai**

**SAMAYAPURAM, TRICHY-621 112**

**INTERNAL QUALITY ASSURANCE CELL**

**CIRCULAR**

**04.01.2022**

This is to bring to your kind notice that, the **second IQAC meeting** is planned to be conducted on 06.01.2022, 10.00 a.m at Board Room, First Floor, Administrative Block. We invite all members to attend the meeting.

**Agenda**

- Organization Structure
- Faculty with PhD
- Reforms in Teaching learning process
- Best Practices
- KRCT Priorities
- Examination Manual
- OBE Practices
- Faculty Precept
- CBCS Electives
- Code of Conduct for Student and Faculty members

Copy to: All the IQAC Members

IQAC File



Chair Person  
Dr. N.Vasudevan

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**Ref.No: KRCT/IQAC/2021-2022/02**

**Date: 06.01.2022**

**MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL  
MEETING**

The **second IQAC meeting** has been conducted on 06<sup>th</sup> **January 2022** from 10.00 am – 2.20 pm in Boardroom, First floor, Administrative block.

**Dr. N.Vasudevan, Principal cum Chairman**, welcomed the members and the following IQAC members were attended the meeting.

S. No	Name of the faculty	Position
1.	Dr. N.Vasudevan, Principal	Chairperson
2.	Dr.S.Kuppusamy, Executive Director, KRCT	Management
3.	Dr. A. Rajkumar, HoD/EEE	Teacher
4.	Dr.Vetriselvi, HoD/CSE	Teacher
5.	Dr.G.Navaneethakrishnan HoD /ECE	Teacher
6.	Mr.V.Chandrasekar, AO., KRGi	Senior administrative officer
7.	A.N.Sara, Executive Engineer, Water Resources Dept, Special Project division, Kulithalai, Karur Dist.	Industrialists
8.	Ibrahim, Skyline Builders, Theni	Alumni cum Employer
9.	Dr Jerald, Associate Professor, Department Production Engineering, National Institute of Technology, Tiruchirappalli.	Academician
10.	Dr. S.Sujatha, Professor/Civil	Director, IQAC

*The following points were discussed*

The meeting was conducted exclusively to discuss the target and expected outcomes, target fixed for the last year, attainment and the list of activities planned, for assessing the progress of autonomous implementation & NBA related activities and evaluation purpose, regular academic progress and research activities.

The key objective of this IQAC meeting has been defined by Chairman as follows:

Approval of

- ✓ All key aspects implemented in the institute.
- ✓ The process adopted in the institute for effective Teaching learning Process
- ✓ New reforms & assessments focused towards innovation, entrepreneurship and startup through available human resources.
- ✓ Best practices developed and reforms rolled out in various areas including Teaching and learning.

He appreciated the pro activeness of faculties to learn the new ideas integrated in system and insisted on looking into the pros & cons of initiatives to identify the further scope for improvement. The strategic plan for future improvement and its proposal will be approved by

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this committee and taken to Board of studies, Academic council and Governing council for finalization. This committee will finalize all decision of overall academic and administration and act instead of planning and monitoring committee. He started his presentation at 10.50 am & elaborates about various academic and administrative processes as follows:

**Organizational structure** has been presented for review and finalize, the following decision has been taken by members. Branding activities in both internal & external has to be strengthened and admission can be its major objective. Activities and involvement of CFRD, CFSA and CASW has to be elaborated.

**Faculty with Ph.D.,** has to be increased. The statistics of Ph.D doing, staff going to submit the thesis and number of Ph.D staff to be recruited has to be analyzed and the all staff are encouraged to clear NET/SLET exam.

**KRCT PRIORITIES** – DISCIPLINE, PROGRAMMING SKILLS, INTERPERSONAL SKILLS, TECHNICAL KNOWLEDGE AND SKILLS & PROJECT HANDLING SKILLS mapped with PO1 to PO12 has to be continued for achievements and no change proposed by members. UHV certification has to target for all faculty & individual team for all skills defined to inculcate the practices among others. For interpersonal skills, leadership training will be conducted for high level advisors by the training & placement cell. A team of 5 peoples has to be framed for others skills to take training before March, 2022 and derive the others. 2 programs per semester for interpersonal skill will be conducted.

**Dr.S.Kuppusamy, Executive Director** appreciates the Overview of KRCT priorities and he also expressed the importance of its effective implementation.

**IQAC-** appreciation given for all initiative introduced and proposed for separate training for OBE if needed.

**Agenda for approval in principle-**

- **Common Curriculum 2023** –under discuss and yet to approve due to i) difference in subject experts and learning resources in each institute ii) Academician will not accept the best practices suggested by others iii) conventional and new thinking process will not match. KRCT will go ahead for preparation for curriculum 2023.
- **Faculty Precept, CBCS electives, Code of conduct for students** – will be continuing as it is.
- **SA and FA-** 3 hrs for FA & 3 hrs for SA assigned on same day per course. List of activities in 3 buckets can be increased based on implementation report by faculty.
- **Best Practices-** so far 198 report has been received and many practice are in appreciable level.
- **Dr Jerald,** Associate Professor, Department Production Engineering, National Institute of Technology, Tiruchirappalli, appreciates the best practices which emphasis on modern assessment methods
- **Academic Trainings** – external Training has to be arranged based on 5 domain in priorities

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- **Examination Procedure Manual** – to be presented by CoE to the board as early as possible.
- **CAS** – Department wise meeting can be conducted to finalize one data base per faculty as common. Procedures are same, floated from December to December and ended in one year. Pre application can be submitted by staff at semester end and order will be issued at year end.
- **PBAS** – Reviewed for quarterly for all departments except Mechanical and S & H where only few staff verified their score. Internal event conduction weightage can be revised.
- **360 degree feedback**- needs to be created.
- **Paperless office** – to be initiated & all staff and students cooperate for implementation.
- **OBE training** will be finalized by IQAC.
- **KRCT TAGLINE - INCUBATING MINDS, CATALYZING CAREERS** – *will be introduced. All staff and students are asked to participate in specialization area like IoT, BLOCKCHAIN, AUTOMATION, MEP DESIGN, BIM AND DESIGN and CLOUD AND CYBERSECURITY competition for the next two years.*
- Placement brochure with students specialized skill detail has to be prepared by each department and forwarded to placement cell.

Then, Dr S Sujatha, Director, IQAC covered the content about the ISO 9001:2015 surveillance internal and external audit conducted sofar & proposed for upcoming certification year. Her slides includes the schedule circulated to all department for the data collection of AQAR to be submitted for the academic year 2021-22 with final date of submission to NAAC as 15.04.2023.



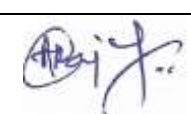
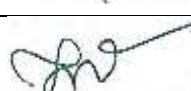

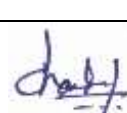

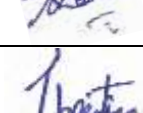
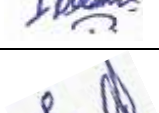
Conclusion: New innovative events and systematic procedures defined and followed over last one year have been discussed and future plans have been reviewed in all academic and administrative aspects. Necessary instruction will be given to heads then & there for implementation & sufficient training will be provided for staff. Proper planning has to be followed to avoid deviation & immediate action will be taken on those who deviate the planning. IQAC chairman proposed the date for the next meeting and decided tentatively during the month of July, 2023.



Chair Person  
Dr. N.Vasudevan

CC:       1. The Chairman  
          2. The executive Officer  
          3. All IQAC- committee members  
          4. IQAC file.

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<b>S. No</b>	<b>Name of the faculty</b>	<b>Signature</b>
1.	Dr. N.Vasudevan, Principal	
2.	Dr.S.Kuppusamy, Executive Director, KRCT	
3.	Dr. A. Rajkumar, HoD/EEE	
4.	Dr.Vetriselvi, HoD/CSE	
5.	Dr.G.Navaneethakrishnan HoD/ECE	
6.	Mr.V.Chandrasekar, AO., KRGI	
7.	A.N.Sara, Executive Engineer, Water Resources Dept, Special Project division, Kulithalai, Karur Dist.	
8.	Ibrahim, Skyline Builders, Theni	
9.	Dr Jerald, Associate Professor, Department Production Engineering, National Institute of Technology, Tiruchirappalli.	
10.	Dr. S.Sujatha, Professor/Civil	