

KIT - KALAIGNARKARUNANIDHI INSTITUTE OF TECHNOLOGY (AN AUTONOMOUS INSTITUTION) Coimbatore-641402.

Cir. No.: KIT/IQAC/2021-22/CIR/01

01/07/2021

CIRCULAR

All the IQAC members are requested to attend the meeting on 2.07.2021 at 3:00 pm in Principal office

Agenda:

- · Online class regarding
- Preparation of Course material
- Reopening dates for odd semester for higher classes
- AQAR preparation
- Subject allocation, workload and timetable preparation
- NBA audit- Aero, MBA
- ISO Internal Audit
- Any other matters

Coordinator IOAC

Principal

Copy to:

- 1. Vice Chair Person
- 2. All HoDs
- 3. Faculty members
- 4. IQAC File



(An Autonomous Institution)

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University, Chennai, Approved by AICTE, New Delhi (An Autonomous Institution) Coimbatore-641402.

Minutes of the meeting held on 2nd July 2021

IQAC meeting was held with the IQAC members and HoDs of all the departments on 2nd July 2021at 3:00 pm in Principal's Chamber.

Agenda:

- Online class regarding
- Preparation of Course material
- Reopening dates for odd semester for higher classes
- AQAR preparation .
- Subject allocation, workload and timetable preparation
- NBA audit- Aero, MBA
- ISO Internal Audit
- Any other matters

The following points were discussed in the meeting:

- HoDs were requested to inform their department faculty members to make the online classes more effective by using various teaching tools.
- HoDs were also requested to inform their faculty members to prepare the course materials well in advance and upload the same in Google class room.
- HoDs were requested to finalize the subject allocation, workload and timetable preparation for the academic year 2021-22 (odd Semester).
- Submission of AQAR for the academic year 2019-20 were discussed.
- Reopening dates for higher classes (odd semester) were discussed.
- HoDs of Aero & MBA were requested to update all the NBA related documents for internal audit purpose.
- HoDs were requested to inform their department faculty members to update all the ISO related documents for internal audit purpose.

Resolution

It was resolved to meet again on tentatively in the month of September 2021.



(An Autonomous Institution), Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi

Coimbatore-641402.

The following members were present on 2.7.2021 at 3:00 pm for the IQAC meeting in principal office

	Cabo faculty	Signature
S.No.	Name of the faculty	
1.	Dr. N. Mohan Das Gandhi, Principal	N. 6/1
2.	Dr. M. Ramesh, Vice Principal	A. C.
3.	Dr. K. Ramasamy Dean Academics and Research	aury
4.	Dr. K. Ramaswamy Dean/Agri	Ramany
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Nahas
6.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Alw 2/1/221
7.	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	90
8.	Mr. A.R. Saravanan HoD/Aero	Mohrer
9.	Dr. M. Jayasheela HoD/BME	4cm
10.	Dr. Tha Thayumanavan HoD/ Biotech	August 212/21
11.	Dr. S. Raja Mohamed HoD/CSE	920
12	Mr. R. Gowrishankar HoD/ECE	Pr- (000000 1002)
13.	Ms. R. Mythili HoD/ EEE	Ley B
14.	Dr. J. Maniraj HoD/ Mech	My-
15.	Mr. S. Sivagnana Bharathi HoD/MBA	Anthos 2/0/12
16.	Mr. E. Vijayakumar HoD/MCA	8/1/



KIT - KALAIGNARKARUNANIDHI INSTITUTE OF TECHNOLOGY (AN AUTONOMOUS INSTITUTION) Coimbatore-641402.

Cir. No.: KIT/IQAC/2021-22/CIR/02

14/09/2021

CIRCULAR

All the IQAC members are requested to attend the meeting on 15.09.2021 at 3:00 pm in Principal office

Agenda:

- Continuous Internal Assessment I Schedule for higher semesters
- Question paper & Answer script Audit
- Planning of lateral entry students classes
- Organizing of Social outreach programme
- Any other matters

Coordinator/ IQAC

Principal

Copy to:

- 1. Vice Chair Person
- 2. All HoDs
- 3. Faculty members
- 4. IQAC File



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Minutes of the meeting held on 15th September 2021

IQAC meeting was held with the IQAC members and HoDs of all the departments on 15th September 2021at 3:00 pm in Principal's Chamber

Agenda:

- Continuous Internal Assessment I Schedule for higher semesters
- Question paper & Answer script Audit
- Planning of lateral entry students classes
- Organizing of Social outreach programme
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting follow up were discussed in the meeting.
- CIA schedule for higher semesters(Except I year) were finalized.
- Discussed the question paper pattern and preparation of Question paper with answer key.
- Discussed about the lateral entry students (2021 batch) classes
- Planned to organize Social outreach activities were discussed.

Resolution

It was resolved to meet again on tentatively in the month November 2021.

IQAC Coordinato

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Coimbatore-641402.

The following members were present on 15.9.2021 at 3:00 pm for the IQAC meeting in principal office

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	N. F.
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramasamy Dean Academics and Research	nuly
4.	Dr. K. Ramaswamy Dean/Agri	Rmy Aglesy
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Mahas
6.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Purty 22
7.	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	An .
8.	Mr. A.R. Saravanan HoD/Aero	
9.	Dr. M. Jayasheela HoD/BME	
10.	Dr. Tha Thayumanavan HoD/ Biotech	Jerm
	Dr. S. Raja Mohamed HoD/CSE	Muy 15/2/21
	Mr. R. Gowrishankar HoD/ECE	Zvilla
13.	Ms. R. Mythili HoD/ EEE	Pr- yours
4. I	Or. J. Maniraj HoD/ Mech	Huy b
5. N	Mr. S. Sivagnana Bharathi HoD/MBA	En.
6. N	Mr. E. Vijayakumar HoD/MCA	A Sufalu
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Cir, No.: KIT/IQAC/2021-22/CIR/03

1/11/2021

CIRCULAR

All the IQAC members are requested to attend the meeting on 2.11.2021 at 3:00 pm in Principal office

Agenda:

- Physical mode of classes for higher semester
- CIA Schedule for higher semester
- Answer Script audit for CIA II
- ISO external Audit
- Organize and attend online faculty development programme
- Any other matters

Coordin

Principal

Copy to:

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- 4. IQAC File



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Minutes of the meeting held on 02nd November 2021

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 2nd November 2021at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- Physical mode of classes for higher semester
- CIA Schedule for higher semester
- Answer Script audit for CIA II
- ISO external Audit
- Organize and attend online faculty development programme
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting follow up were discussed in the meeting.
- Discussed about the physical mode of classes for higher semesters as per GO.
- CIA schedule for higher semester were planned to conduct through offline mode. Hence all the HoDs were requested to inform their faculties to prepare the question paper with answer key.
- HoD's were requested to update all the back documents towards ISO external audit.
- HoD's were requested to inform their department faculty members to organize and attend online faculty development programme.

Resolution

It was resolved to meet again on December 2021

QAC Coordinator



(An Autonomous Institution), Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi Coimbatore-641402.

The following members were present on 2.11.2021 at 3:00 pm for the IQAC meeting in principal office

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	N:+ 1
2.	Dr. M. Ramesh, Vice Principal	b
3.	Dr. K. Ramasamy Dean Academics and Research	Jewill
1.	Dr. K. Ramaswamy Dean/Agri	Romany
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Mahas
	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Au Tolom
	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	10
	Mr. A.R. Saravanan HoD/Aero	A City
	Dr. M. Jayasheela HoD/BME	il/ Man
0.	Dr. Tha Thayumanavan HoD/ Biotech	John Mary
	Dr. S. Raja Mohamed HoD/CSE	July 3/11/21
	Mr. R. Gowrishankar HoD/ECE	Pala
	Ms. R. Mythili HoD/ EEE	B. Young
	Dr. J. Maniraj HoD/ Mech	2/1/2021
. 1	Mr. S. Sivagnana Bharathi, IL Da	m
1	Mr. E. Vijayakumar HoD/MCA	A RIVING
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Cir. No.: KIT/IQAC/2021-22/CIR/04

01/12/2021

CIRCULAR

All the IQAC members are requested to attend the meeting on 2.12.2021 at 3:00 pm in Principal office

Agenda:

- QP audit for CIA III (IV Year UG), CIA I Schedule for first year
- University Practical examination Reg
- Planning for Model exam

Coordinator/IQAC

Principal

Copy to:

- 1. Vice Chair Person
- 2. All HoDs
- 3. Faculty members
- 4. IQAC File



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Coimbatore-641402.

Minutes of the meeting held on 2nd December 2021

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 2nd December 2021 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- QP audit for CIA III (IV Year UG), CIA I Schedule for first year
- University Practical examination reg
- Planning for Model exam

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- HoDs were requested to inform their faculty members to Prepare the question paper and answer key for CIA III exam (IV Year UG)
- Discussed the tentative dates to organize the university practical examination.

Resolution

It was resolved to meet again tentatively in the month of January 2022.

IOAC coordinator

(An Autonomous Institution),
Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi
Coimbatore-641402.

The following members were present on 2.12.2021 at 3:00 pm for the IQAC meeting in principal

S.No.	Name of the faculty	
1.	Dr. N. Mohan Das Gandhi, Principal	Signature
2.	Dr. M. Ramesh, Vice Principal	NHE
3.	Dr. K. Ramasamy Dean Academics and Research	an
4.	Dr. K. Ramaswamy Dean/Agri	Jollin
5.	Dr. K. Mahalala a	Approx.
6.	Dr. K. Mahalakshmi Dean Placement &	Alplay
7.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Mahas
	TOPA - IQAC Coordinator & Hop Ass	2/2/2022
8.	Mr. A.R. Saravanan HoD/Aero	cha Lapa
9.	Dr. M. Jayasheela HoD/BME	No Al Car
0.	Dr. Tha Thayumanavan HoD/ Biotech	- Samur
1.	Dr. S. Raia Mol	16 mm
2	Dr. S. Raja Mohamed HoD/CSE	2/12/21
3.	Mr. R. Gowrishankar HoD/ECE	230
4.	Ms. R. Mythili HoD/ EEE	Et. Carrie
5.	Dr. J. Maniraj HoD/ Mech	Day 10
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3 .	Mr. E. Vijayakumar HoD/MCA	A
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KIT-Kalaignarkarunanidhi Institute of Technology

(An Autonomous Institution)
Coimbatore-641402

KIT-IQAC/2021-22/CIR/05

07.01.2022

All the IQAC members are requested to attend the meeting on 10.01.2022at 3:00 pm in principal's office

Agenda:

- Documentation of all academic related works pertaining to ISO/NAAC/NBA for the academic year 2021-2022 (ODD Semester).
- Preparation of Work Load / subject allocation / timetable and lesson plan.
- Faculty research publication.
- Any other matters

IOAC Coordinator



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Minutes of the meeting held on 10th January 2022

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 10th January 2022 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- Documentation of all academic related works pertaining to ISO/NAAC/NBA for the academic year 2021-2022 (ODD Semester).
- Preparation of Work Load / subject allocation / timetable and lesson plan.
- Faculty research publication.
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- HoDs were requested to finalize the subject allocation, work load, timetable for the academic year
- HoDs are requested to inform their faculty members to complete the lesson plan and course material.
- HoDs are requested to insist the faculty members to publish papers only in reputed journals only.
- Reopening dates for higher semesters were discussed.

Resolution

It was resolved to meet again tentatively in the month of March 2022.

IQAC Coordinator



(An Autonomous Institution), Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi Coimbatore-641402.

The following members were present on 10.01.2022 at 3:00 pm for the IQAC meeting in principal office

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	Not 12
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramasamy Dean Academics and Research	Sauce
4.	Dr. K. Ramaswamy Dean/Agri	19 mater
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Mahas
6.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Blywiet 120m
7.	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	(6) 2022
8.	Mr. A.R. Saravanan HoD/Aero	Maren
9.	Dr. M. Jayasheela HoD/BME	John
10.	Dr. Tha Thayumanavan HoD/ Biotech	Municipa 2
11.	Dr. S. Raja Mohamed HoD/CSE	250
12	Mr. R. Gowrishankar HoD/ECE	Roser Color Jac 22
13.	Ms. R. Mythili HoD/ EEE	Rut
14.	Dr. J. Maniraj HoD/ Mech	And the same
15.	Mr. S. Sivagnana Bharathi HoD/MBA	A State Con.
16.	Mr. E. Vijayakumar HoD/MCA	R 10(1)22



KIT-Kalaignarkarunanidhi Institute of Technology (An Autonomous Institution)

Coimbatore-641402

KIT-IQAC/2021-22/CIR/06

01.03.2022

All the IQAC members are requested to attend the meeting on 02.03.2022 at 3:00 pm in principal's office

Agenda:

- Women's day Celebration
- Physical mode classes for I year MBA & MCA
- **ACM Meeting**
- Preparation of question paper for CIA-I and audit for the same.
- Any other matters

IQAC Coordinator



(An Autonomous Institution)
Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

Minutes of the meeting held on 02nd March 2022

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 02nd March 2022 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- Women's day Celebration
- Physical mode classes for I year MBA & MCA
- ACM Meeting
- Preparation of question paper for CIA-I and audit for the same.
- Any other matters

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- Womens Day Celebration dates have been finalized.
- Physical mode classes will be conducted for I year MBA, MCA, (even semester) were discussed.
- HoDs were asked to prepare the action taken report for the 5th ACM.
- HoDs are requested to inform their faculty to prepare 2 sets of question papers for CIA I and submit the same for audit on or before 26.3.2022.

Resolution

It was resolved to meet again tentatively in the month of April 2022.

IQAC Coordinator



(An Autonomous Institution), Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi Coimbatore-641402.

The following members were present on 2.33.2022 at 3:00 pm for the IQAC meeting in principal office

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	NIFE
2.	Dr. M. Ramesh, Vice Principal	h
3.	Dr. K. Ramasamy Dean Academics and Research	Freeling
4.	Dr. K. Ramaswamy Dean/Agri	Prostsm.
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Rahas
6.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Alu 3/10/2022
7.	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	00 2 3 2022
8.	Mr. A.R. Saravanan HoD/Aero	Marar
9.	Dr. M. Jayasheela HoD/BME	Johns
10.	Dr. Tha Thayumanavan HoD/ Biotech	Burhandalan
11.	Dr. S. Raja Mohamed HoD/CSE	Tallas
12	Mr. R. Gowrishankar HoD/ECE	15 de 1 2 /25 /25 /25
13.	Ms. R. Mythili HoD/ EEE	Ruf 9
14.	Dr. J. Maniraj HoD/ Mech	m
15.	Mr. S. Sivagnana Bharathi HoD/MBA	A Postor 3/3/22
16.	Mr. E. Vijayakumar HoD/MCA	A1627



KIT-Kalaignarkarunanidhi Institute of Technology

(An Autonomous Institution)
Coimbatore-641402

KIT-IQAC/2021-22/CIR/07

03.05.2022

All the IQAC members are requested to attend the meeting on 04.05.2022 at 3:00 pm in principal's office

Agenda:

- NBA visit for Mechanical Department.
- Question paper and Answer Script Audit.
- Budget allocation for the Academic Year 2022-2023
- Any other matters.

IQAC Coordinator



(An Autonomous Institution)
Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

Minutes of the meeting held on 04nd May 2022

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 04nd May 2022 at 3:00 pm in Principal's Chamber to discuss the following points.

Agenda:

- NBA visit for Mechanical Department.
- Question paper and Answer Script Audit.
- Budget allocation for the Academic Year 2022-2023
- Any other matters.

The following points were discussed in the meeting:

- Action taken for the previous meeting were discussed and found to be well in place.
- Mechanical Department and Science and Humanities faculty members are informed to be ready with all the documents pertaining to NBA visit.
- HoDs are requested to be ready with the Answer scripts for Auditing.
- HoDs are requested to verify the portal entry mark statement and keep it ready for the audit.

Resolution:

It was resolved to meet again tentatively in the month of June 2022.

IQAC Coordinator



(An Autonomous Institution), Affiliated to Anna University, Chennai, Approved By AICTE, New Delhi Coimbatore-641402.

The following members were present on 4,05.2022 at 3:00 pm for the IQAC meeting in principal office

S.No.	Name of the faculty	1 2 3 3 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	Traine of the faculty	Signature
1,	Dr. N. Mohan Das Gandhi, Principal	N. C.
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramasamy Dean Academics and Research	Jumes
4.	Dr. K. Ramaswamy Dean/Agri	Roman
5.	Dr. K. Mahalakshmi Dean Placement & HoD/CSBS	Haral Hara
6.	Dr. R T Yamuna - IQAC Coordinator & HoD S&H	Jun 219/222
7.	Dr. C. Deepa - IQAC Coordinator & HoD AI&DS	Co 45 2022
8.	Mr. A.R. Saravanan HoD/Aero	hlaver
9.	Dr. M. Jayasheela HoD/BME	Johnn -
10.	Dr. Tha Thayumanavan HoD/ Biotech	Aufran 416/22
11.	Dr. S. Raja Mohamed HoD/CSE	
12	Mr. R. Gowrishankar HoD/ECE	151. Ganisa
13.	Ms. R. Mythili HoD/ EEE	1 3/12/2021
14.	Dr. J. Maniraj HoD/ Mech	m.
15.	Mr. S. Sivagnana Bharathi HoD/MBA	AR HOUNTS!
16.	Mr. E. Vijayakumar HoD/MCA	2 No