



KIT - KALAI GNANAKARUNANIDHI INSTITUTE OF TECHNOLOGY
(An Autonomous Institution)
Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

Minutes of the meeting held on 10th March 2021

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 10th March 2021 in Principal's Chamber to discuss the following points.

Agenda:

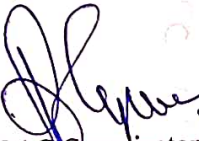
- Covid'19 Vaccination
- Mode of conducting University Examination for first year
- Budget for the academic year 2021-22

The following points were discussed in the meeting:

- Action taken for the previous meeting follow up were placed in front of the members
- HoDs were requested to inform their faculty members(those who were not yet vaccinated) to get vaccinated at the earliest and asked to collect the vaccination certificate.
- HoDs were requested to submit the budget plan for the academic year 2021-22.

Resolution

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


IQAC Coordinator 10/3/2021


Principal



KIT - KALAINARKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

The following members were present on 10.03.2021 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	
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramaswamy Dean/Agri	
4.	Dr. R T Yamuna - IQAC Coordinator	 10/3/2021
5.	Mr. A.R. Saravanan HoD/Aero	
6.	Ms. Revathy J Asst. Professor/BME	 10/3/21
7.	Dr. Tha Thayumanavan HoD/ Biotech	 10/3
8.	Dr. S. Raja Mohamed HoD/CSE	
9.	Ms. R. Mythili HoD/ EEE	
10.	Mr. R. Gowrishankar HoD/ ECE	
11.	Dr. J. Maniraj HoD/ Mech	
12.	Mr. S. Sivagnana Bharathi HoD/MBA	
13.	Mr. E. Vijayakumar HoD/MCA	



KIT - KALAI G N A R K A R U N A N I D H I INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi

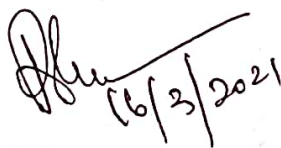
Coimbatore-641402.

16.03.2021

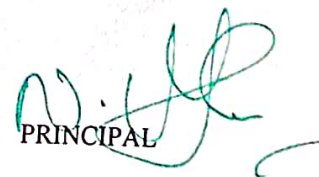
ACTION TAKEN REPORT

With reference to the IQAC meeting held on 10.03.2021 the action taken report are as follows.

S.NO.	Points Discussed	Action Taken
1	Covid -19 Vaccination	Collection of Vaccination Certificate for all staffs and students are under process.
2	Mode of Conducting University Examination for I Year	It is finalized to conduct the examination either through online or offline mode as per the Government norms.
3	Budget for the academic Year 2021-2022	Budget preparation is under process.


16/3/2021

IQAC Coordinator


PRINCIPAL



KIT - KALAI GNA R K A R U N A N I D H I INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi

Coimbatore-641402.

20-21

Minutes of the meeting held on 6th January 2021

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 6th January 2021 in Principal's Chamber to discuss the following points.

Agenda:


- FDP
- ARIIA rank
- Reopening dates of I,II,&III year UG classes
- ISO file updation
- Subject allocation & Time table preparation for Higher semester

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 attend & organize FDP through online mode in this pandemic situation.
- HoDs were requested to prepare the documents related to ARIIA ranking.
- Reopening dates for I,II,& III year were discussed, and decided to reopen based on GO.
- HoDs were requested to update all ISO files for ISO internal Audit for the academic year 2019-20 even and 2020-21 Odd
- HoDs were requested to finalize the subject allocation, workload and time table preparation for the academic year 2020-21 even semester.

Resolution

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


IQAC Coordinator


Principal



KIT - KALAIKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

The following members were present on 6.01.2021 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	
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramaswamy Dean/Agri	
4.	Dr. R T Yamuna - IQAC Coordinator	
5.	Mr. A.R. Saravanan HoD/Aero	
6.	Ms. Revathy J Asst. Professor/BME	
7.	Dr. Tha Thayumanavan HoD/ Biotech	
8.	Dr. S. Raja Mohamed HoD/CSE	
9.	Ms. R. Mythili HoD/ EEE	
10.	Mr. R. Gowrishankar HoD/ ECE	
11.	Dr. J. Maniraj HoD/ Mech	
12.	Mr. S. Sivagnana Bharathi HoD/MBA	
13.	Mr. E. Vijayakumar HoD/MCA	



KIT - KALAGNARKARUNANIDHI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi

Coimbatore-641402.

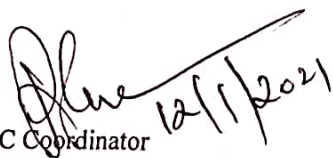
12.01.2021

ACTION TAKEN REPORT

With reference to the IQAC meeting held on 06.01.2021 the action taken report are as follows.

S.NO.	Points Discussed	Action Taken
1	FDP	Many faculty members have already enrolled for various online Webinars /FDP/STTP etc.
2	ARIIA Ranking	ARIIA ranking document are under preparation.
3	ISO file updation	ISO document preparation is under process.
4	Subject Allocation and Time Table Preparation for Higher Semesters	Subject allocation is completed and Timetable preparation is under process.

IQAC Coordinator


12/1/2021

PRINCIPAL





KIT - KALAI GNARKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

20-2

Minutes of the meeting held on 14th December 2020

A meeting of IQAC was held with the members with the Coordinator under the chairmanship of Principal on 14th December 2020 in Principal's Chamber to discuss the following points.

Agenda:

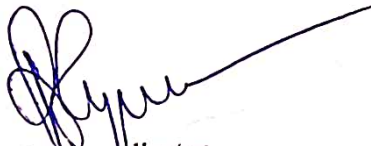
- Covid'19 Guidelines - State and Central Government
- University Practical
- Reopening of Final year UG class

The following points were discussed in the meeting:

- HoDs were requested to strictly adhere the guidelines given by the State and Central Government
- HoDs were requested to inform their faculty members (UG Final year lab handling) to conduct the university practical through offline mode.
- Final year (UG) classes reopening date were finalized

Resolution

It was resolved to meet again on January 2021


IQAC Coordinator


Principal



KIT - KALAIgnARKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

The following members were present on 14.12.2020 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	
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramaswamy Dean/Agri	
4.	Dr. R T Yamuna - IQAC Coordinator	 14/12/2020
5.	Mr. A.R. Saravanan HoD/Aero	
6.	Ms. Revathy J Asst. Professor/BME	
7.	Dr. Tha Thayumanavan HoD/ Biotech	 14/12
8.	Dr. S. Raja Mohamed HoD/CSE	
9.	Ms. R. Mythili HoD/ EEE	
10.	Mr. R. Gowrishankar HoD/ ECE	 14/12
11.	Dr. J. Maniraj HoD/ Mech	
12.	Mr. S. Sivagnana Bharathi HoD/MBA	
13.	Mr. E. Vijayakumar HoD/MCA	



KIT - KALAI GANARUNANIDHI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

ACTION TAKEN REPORT

21.12.2020

With reference to the IQAC meeting held on 14.12.2020 the action taken report are as follows.

S.NO.	Points Discussed	Action Taken
1	Covid-19 Guidelines	Our Intuition strictly adheres to the guideline given by State and Central Government.
2	University Practical	All Final Year (UG) lab handling faculty members were ready to conduct Practical Examination through offline mode.


21/12/2020
IQAC Coordinator


PRINCIPAL



KIT - KALAI GNARKARUNANIDHI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi

Coimbatore-641402.

Minutes of the meeting held on 2nd November 2020

IQAC meeting was held with the IQAC members and HoDs of all departments on 2nd November 2020 through online mode (via Google meet).

Meeting link: <https://meet.google.com/zsc-ktsk-yau>,

Timing: 10.00 am

Agenda:

- Question bank preparation
 - CIA schedule UG&PG higher classes
 - Orientation program for UG first year
 - MoM of 2nd BoS meeting
 - Online Exam- Demo
-
- The following points were discussed in the meeting:
 - Action taken for the previous meeting follow up were discussed in the meeting
 - HoDs are requested to inform their faculty members to prepare the question bank for the current and previous semester courses and audit the same through their department IQAC coordinators .
 - Continuous Internal Assessment for UG & PG higher semesters dates and mode of conduct of exam were discussed.
 - Planned to organize online examination demo through KIT portal
 - Plan to conduct the first year orientation program on 20.11.2020

Resolution

It was resolved to meet again on tentatively in the month December 2020.


IQAC Coordinator 2/11/2020


Principal



KIT - KALAI NARKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

The following members were present on 2.11.2020 at 10.00 am via online mode (Google meet) for the IQAC meeting.

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramaswamy Dean/Agri	
4.	Dr. R T Yamuna - IQAC Coordinator	 21/11/2020
5.	Mr. A.R. Saravanan HoD/Aero	
6.	Ms. Revathy J Asst. Professor/BME	
7.	Dr. Tha Thayumanavan HoD/ Biotech	 21/11
8.	Dr. S. Raja Mohamed HoD/CSE	
9.	Ms. R. Mythili HoD/ EEE	
10.	Mr. R. Gowrishankar HoD/ ECE	
11.	Dr. J. Maniraj HoD/ Mech	
12.	Mr. S. Sivagnana Bharathi HoD/MBA	
13.	Mr. E. Vijayakumar HoD/MCA	



KIT - KALAI GNAI NARKARUNANIDHI INSTITUTE OF TECHNOLOGY
(An Autonomous Institution)
Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

09.11.2020

ACTION TAKEN REPORT

With reference to the IQAC meeting held on 2.11.2020 the action taken report are as follows.

S.NO.	Points Discussed	Action Taken
1	Question Bank Preparation	All Department HoDs / Dept. IQAC Coordinators verified the documents pertaining to the Question Banks.
2	CIA Schedule UG, PG and Higher Classes	It has been finalized to conduct the CIA through online mode as per Govt. norms.
3	Orientation Programme for UG I Year	It was confirmed to organize the Orientation programme on 20.11.2020
4	MoM of II BoS Meeting	All HoDs were ready to conduct the BoS through online mode as per Anna University Guidelines.
5	Online Exam Demo	As per Government norms, CoE of KIT made preparation to undertake a demo session regarding this.


IQAC Coordinator


PRINCIPAL



KIT - KALAI G N A R K A R U N A N I D H I I N S T I T U T E O F T E C H N O L O G Y

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi
Coimbatore-641402.

Minutes of the meeting held on 13th July 2020

IQAC meeting was held with the IQAC members and HoDs of all departments on 13th July 2020 through online mode (via Google meet).

Meeting link: <https://meet.google.com/zsc-ktsk-yau>,

Timing: 10.00 am

Agenda:

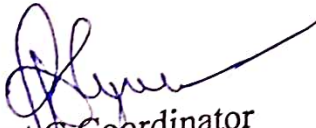
- Online class regarding
- Preparation of Course material
- Creation of Google Classroom
- Any other matters

The following points were discussed in the meeting:

- HoDs were requested to inform their department faculty members to be ready for online mode of teaching.
- Class advisors and mentors were requested to counsel the students to face the prevailing pandemic situation and to attend the classes regularly.
- 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.
- Online class Time Table schedule has to prepared for the smooth conduct of classes.

Resolution

It was resolved to meet again on tentatively in the month of October or November 2020.


IQAC Coordinator


Principal



KIT - KALAIKARUNANIDHI INSTITUTE OF TECHNOLOGY

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

The following members were present on 13.07.2020 at 10.00 am via online mode (Google meet) for the IQAC meeting.

S.No.	Name of the faculty	Signature
1.	Dr. N. Mohan Das Gandhi, Principal	
2.	Dr. M. Ramesh, Vice Principal	
3.	Dr. K. Ramaswamy Dean/Agri	
4.	Dr. R T Yamuna - IQAC Coordinator	
5.	Mr. A.R. Saravanan HoD/Aero	
6.	Ms. Revathy J Asst. Professor/BME	
7.	Dr. Tha Thayumanavan HoD/ Biotech	
8.	Dr. S. Raja Mohamed HoD/CSE	
9.	Ms. R. Mythili HoD/ EEE	
10.	Mr. R. Gowrishankar HoD/ ECE	
11.	Dr. J. Maniraj HoD/ Mech	
12.	Mr. S. Sivagnana Bharathi HoD/MBA	
13.	Mr. E. Vijayakumar HoD/MCA	



KIT - KALAIKARUNANIDHI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Affiliated to Anna University, Chennai, Approved by AICTE, New Delhi

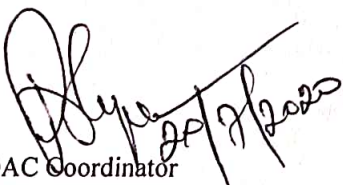
Coimbatore-641402.

20.7.2020

ACTION TAKEN REPORT

With reference to the IQAC meeting held on 13.7.2020 the action taken report are as follows.

S.NO.	Points Discussed	Action Taken
1	Online Class	All faculty members were aware of online mode teaching pedagogy using Google Meet or Zoom
2	Preparation of Course material	HoDs verified the course materials for a minimum of 3 units to start the course.
3	Creation of Google Class Room	HoDs verified the creation of Google class rooms and checked the effectiveness of the same.
4	Online Class Time Table Schedule	Time Table schedule were prepared and got the approval from the Principal through online before the commencement of the classes.


IQAC Coordinator


PRINCIPAL