

Approved by AICTE | Accredited By NAAC | Affiliated to Anna University

Salem Bengaluru Highway NH - 7, Poosaripatty, Kadayampatty Taluk, Salem - 636305.

Admin Office: 93449-72274, Admission Cell: 93449-72275,73977-56003, admin@nsit.edu.in,www.nsit.edu.in

Nature of Meeting	A:	IQAC MEETING	Document ID	:	2020-2021/ NSIT/IQAC
Venue	:	IQAC HALL	Academic year	:	2020-2021
Schedule Date	:	13.05.2021	Time	:	2.00 P.M.

IQAC Members			
Member from Management	:	Thiru.G.PRABAKARAN	Management
Chairperson		Dr.V.MUNUSAMI	Head of the Institution
Administrative office	Sec.	Mr.PANEERSELVAM	Administrative office
Teachers	oq I	Dr.M.POONGUZHALI	HOD/ECE
	d :	Dr.M.RAMESHKUMAR	HOD/CSE
	:	Dr.S.SARAVANAN	HOD/IT
		Dr.M.SENTHIL	HOD/MECH
	:	Mrs.A.PREMALATHA	HOD/Civil
mil Nadu student (movator and flead of the institution		Dr.M.GOWTHAMA MOORTHY	HOD/S&H
Nominee from local society		Mr.M.VELU	LOCAL SOCIETY
Nominee from Students	uos J.E.	Mr.R.S.KAMALAKANNAN	III YEAR /ECE
Nominee from Alumni	:	Mr.P.VAIRAVEL	ALUMNI
Nominee from Employers	FI:	Mr C.CHANDRASEKHAR Senior Vice President	EMPLOYER
Nominee Industrialists	JA oi∷ a b	Virtusa, Bangalore Mr.R.SUNDERAM CEO, Aerospace Engineers Pvt Ltd.	INDUSTRIALISTS
Nominee Stakeholders	1:	Salem, Tamil Nadu Mr.S.SIVARAMAN	PARENT
Coordinator of the IQAC	:	Dr.K.ARUTSELVAN	COORDINATOR

Chairperson of the IQAC, Welcomed the members of IQAC The following agenda were taken for discussion one by one

S.No.	Agenda	Discussion	Action
5.110.	ge		Taken
	± 2.00 P.M.	Time	1. Faculty advisor/ Class counselor meeting conducted on 18.01.21 Report was discussed in the meeting.
	Online classes &	Online classes,	University. 3. Online Proctored examination reviews were done in the meeting.
1.	Assessment Test, Elective	Assessment exams,	4. For Second & Third year physica
	selection & University Examination	Internship, Feedback, Internal Audit	Discussed about Student attendance and performance.
	HOD/CSE	RAMISHKUMAR	5. Discussed about Elective selection for Third and Final year students.6. Discussed about open book
	TI/COH	SARAYANAN	
	HODMECH	SERVIOUE	Laboratory examination conduction 8. Discussed about I year / II semeste
	tive were the	PREMALATHA	opening.
	HARIGOH YIII	GOW HAMA MOOF	2020 and Head of the Institution
2.	EDC	Tamil Nadu student Innovator 2020	appreciate the effort taken by NSI –EDC team.
	DE YEAR DOES	S.KAMALAKANNAN	2. Discussed about project which selected in Idea pitch fest conducted by AIEDP at Son College of Technology Salem.
	AFILKE FERF	NAME OF STREET OF	Reviewed Faculty participation rat
	EMPLOYER	HANDRASEKHAR Vice Freident	in FDP conducted by NPTEL ATAL/SWAYAM.
	LIABITRUGII	s. Burgelous SUNDERAM	2. IQAC & IIC Organized a Online session on Call for paper writing
3.	Faculty Development Programme	NPTEL/ ATAL/ SWAYAM	and research report on Innovation on 24.01.2021 for the facult members.
	COORDINATO	NAVIERUBE	3. Necessary guidelines given to organizer to enrich the activities in the computer.
			the campus. 4. Five days Faculty developmer programme conducted by EEI department from 22.02.2021 t 26.02.2021. Reports were reviewed.

4.	Scholarship	Scholarship schemes in Government, Non- government	 Nominated Ms.Kowsalya Adminstaff as a Scholarship in charge. Discussed on Scholarship status which applied through E-district website. (Fresh Application & Renewals)
babba basien raniner 5.	r lesimanto M. To anomanant veriage senso Debba entre V. 1202. 10. 00. 20. 10. 12. 12. 12. 12. 12. 12. 12. 12. 12. 12	Student Participation in State, Zone level	Tournament. 5. Appreciated the Chess team for hold the 3rd place in Anna University Zonal level.
6.	Field Visit	Internship/Industrial visit	1. Our First year students are visited Narasu's Spinning mill on 27.02.2021. Reports are reviewed.
7.	Recruitment	Faculty/ Staff recruitment	Faculty /Staff recruitment process discussed with Head of the department.
8.	Academic Council	Member	Trichy for the academic council member for the academic year 2021-2022 on 13.02.2021.
icre isted 2020- 200- 200- 200- 200- 200- 200- 200- 200- 200- 200- 200- 200- 2	Examination cell /Value Added course	Online proctored Examination/ Value added course (VAC) registration.	 Online exam guidelines given by Principal on 19.01.2021, students clarification and grievances are discussed in the meeting. Discussed on Lateral entry Approval Process Completion report. Department of ECE received Value

A not strong with with match and mat	wobsite. (Fresh Application Renewals) Discussed about 9 participation rate in Unicertical Discussed about Practice conducted in the camput Physical Director Appropriate the Chess to bold the 3rd place in become bold the 3rd place in Discussive Chess to bold the 3rd place in Discussive Chess to bold the 3rd place in Discussive Zonai -2 Chess	government E. Z.	 Department of Civil received Value Added Course approval from University on 23.04.2021. Department of Mechanical received Value Added Course approval from University on 26.04.2021. Discussed about Value added course Schedule and other related documents. Reviewed External examiner appointment list.
not mann A seart 3 10. not mann A bottely	Events/ICT Academy	Technical quiz, general quiz, National days, Webinar, Certification course & Student interaction session	 National Girl Day and Republic day celebrated in our campus. National Women's day celebration conducted on 08.03.2021. Report was reviewed. ICT academy events and participations were discussed. Webinars, Seminars, Certification courses reports are reviewed.
11.	NAAC	Strengthen the Criteria's / AQAR preparation	1. NAAC gap Analysis Review meeting conducted for each criteria on 21.01.2021. Review report discussed in the meeting.
12.	NIRF MANAGEMENT	NIRF Participation 2021	 NIRF 2021 Participation discussed. NIRF data uploading status verified.
no SS	IIC/ARIIA	Dortol	 Reviewed IIC events report for 2nd quarter events. Necessary instruction given to coordinator to complete the event within stipulated time period. IQAC & IIC jointly organized IPR: Patent E-Filing on 28.01.2021. Discussed about ARIIA 2021 data uploading and status.
vines doital	larification and grievances iscussed in the meeting. Bacussed on Lateral	dime proctored mination/Value 2. dicourse (VAC)	Discussed about AICTE Viswakarma Award shortlisted projects for the academic year 2020- 2021 Motivate to register Ph.D in forthcoming slot

15.	Conference /Symposium	Organizing Conference / Symposium	 Symposium conducted for II, III & IV year students on 26.03.2021 & 27.03.2021. Reports was reviewed. Symposium conducted for I year students on 16.04.2021. Report was reviewed.
16.		April/May 2020 Anna University student Ranking list	 Our college M.E- VLSI design (PG) student positioned 3rd Rank in AU April/May 2020 examination. Head of the institution appreciated effort taken by department of ECE.
17.	Narasu's Editorial Team	Staff, Students Participation & achievements	 Editorial team meeting conducted on 17.01.2021. File verification done at IQAC Necessary guidelines given to team to maintain the files properly.
18.	Affiliation(AICTE & ANNA University)and AISHE	Extension of Approval(EOA)	 Third Affiliation meeting conducted with concern department coordinator on 01.03.2021 Files, meeting reports were verified. Third Affiliation meeting conducted with concern department coordinator on 11.03.2021 Files, meeting reports were verified. Reviewed AICTE 360degree feedback uploaded status.
19.	Placement & Internship	Online Soft skill test & Webinar	 Review the Recruitment drive as on 30.04.2021 Report was verified Internship opportunities through Internshala and other online platform.
20.	Library	Library Books/ Journals/ E- Recourses	 Discussed about Book Purchased for the academic year 2020-2021. Requirement list was reviewed for the Regulation-2017. Necessary direction given to the library to add the collection of Journals, Books and other e- Recourses to the library.
21.	NSS/NCC	NSS camp/ NCC unit	 Discussed about Tree plantation camp & World Earth Day which conducted on 22.04.2021 and report was verified. Discussed about NSS/NCC unit functioning during pandemic and Proper direction given to NCC coordinator to enrich the NCC activities in the campus.

1. Ensure that the College campus is mure of fire idents on 16.04.2021. Report was maintained neatly with maintenance team, each floor cleaning every day with sanitizer for avoiding pandemic COVID-19-Precautions & Steps for preventing issue. Social Responsibilities 22. Pandemic 2. The Faculty members who are all attending the college for office & University related works instructed to wear mask and gloves. **IOAC Coordinator** Coordinator Dr. V. MUNUSAMI, M.E. Ph.D., MISTE., FIE., Internal Quality Assurance Cell (IQAC) PRINCIPAL Narasu's Sarathy Institute Narasu's Sarathy Institute of Technology. of Technology Salem-636 305. Poosaripatty, SALEM-636 305.



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Nature of Meeting	:	IQAC MEETING	Document ID	:	2020-2021/ NSIT/IQAC
Venue	:	IQAC HALL	Academic year	:	2020-2021
Schedule Date	:	11.01.2021	Time	:	10.00 A.M.

IQAC Members			
Michigan Hom Managaman	:	Thiru.G.PRABAKARAN	Management
Chairperson	•	Dr.V.MUNUSAMI	Head of the Institution
Administrative office	h.I.	Mr.PANEERSELVAM	Administrative office
Teachers	20 In	Dr.M.POONGUZHALI	HOD/ECE
	(\$)	Dr.M.RAMESHKUMAR	HOD/CSE
	:	Dr.S.SARAVANAN	HOD/IT
	:	Dr.M.SENTHIL	HOD/MECH
	:	Mrs.A.PREMALATHA	HOD/Civil
	ag orl	Dr.M.GOWTHAMA MOORTHY	HOD/S&H
Nominee from local society		Mr.M.VELU	LOCAL SOCIETY
Nominee from Students	:	Mr.R.S.KAMALAKANNAN	III YEAR /ECE
Nominee from Alumni	eiCi de≱	Mr.P.VAIRAVEL	ALUMNI
Nominee from Employers	•	Mr C.CHANDRASEKHAR Senior Vice President	EMPLOYER
Nominee Industrialists	96 158	Virtusa, Bangalore Mr.R.SUNDERAM CEO, Aerospace Engineers Pvt Ltd.	INDUSTRIALISTS
Nominee Stakeholders	Ver	Salem, Tamil Nadu Mr.S.SIVARAMAN	PARENT
Coordinator of the IQAC	al Q	Dr.K.ARUTSELVAN	COORDINATOR

Videnail a'usenal/I Institute of Technology

Chairperson of the IQAC, Welcomed the members of IQAC The following agenda were taken for discussion one by one

S.No.	Agenda	Discussion	Action
		Discussion	Taken
	14.A 00.01	Time	1. Online Proctored Exam report and feedbacks were reviewed.
			2. Internship participation and
			reports are reviewed.
			3. Final year Physical classes
			(2020-2021-ODD) were started
	Managament	WO.G.PRADAKARAN	from 07.12.2020.
	Online classes & Assessment	Online classes,	4. Student Attendance &
1.	Test & University	Assessment exams,	Performance were discussed.
	Examination	Internship, Feedback,	5. Academic Audit conducted on
soffic	ozitatanuhA	Internal Audit	14.12.20 by HODs and reports were reviewed.
		* * * ********	6. 2020-2021(ODD Semester)
	HODISCE	MPOONGUZHALL	Internal Theory/Lab Audit
			conducted on 29.12.2020 by
	HOD/COE	MARAMESTRUMAR	IQAC team. Reports were
			reviewed. Lab requirements was
	23/01638	MAMAYASIA2.2:	discussed in the meeting.
		*	1. First year Inaugural function
	HORMACOL	MASINTHIC	conducted through online mode
			on 04.11.2020 & Reports were
	INDOCENT	Inauguration function,	verified.
_	1.0	Bridge courses,	2. Fourteen days Student Induction
2.	Inaugural Ceremony	Student Induction	Program conducted successfully
		Program(SIP)	from 04.11.2020 to 23.11.2020
m	LOCALSOCIE		and reports were verified.
			3. Discussed about Participation of
	AN HI YEAR AS I	AMAJATAKAND	the students in SIP by AICTE
		CONTRACTOR STRUCK	through you tube on 08.11.2020.
	DIMULIA	FEVAIRAVEL	1. Discussed about scholarship
	To the Control of the		scheme by AICTE (PRAGATI, SAKSHAM)
	RHYOTHME		2. Discussed about JSW, TITAN,
	AND A AND THREE		and IOCL & Welfare
			1
213	INDUSTRIALI	Scholarship schemes	3. Discussed about Community
3.	Scholarship	in Government, Non-	Scholarship and application
		government	distribution to the students.
	TVERAS	MAMASIAVIRA	4. Verified Minority students
			Scholarship
51	COORDINATO		5. Discussed about Bonafide
			certificate issuing to the students
			for various scholarship schemes.

time the time time 2021. 2021 is as	Examination cell / Value Added course	Online proctored Examination/ Value added course (VAC) registration.	 Discussed about Practical examination registration. Discussed about GATE examination & TANCET exam registration. Verified the Passed out student's examination registration status. Verified internal and external Examiner list to the university. Plan to get VAC approval status from University. CIVIL department received VAC approval from University on 09.12.2020.
AICTE choma o	Events/ ICT Academy	Technical quiz, general quiz, National days, Webinar, Certification course & Student interaction session	 7. CSE department received Value Added Course approval from University on 09.01.2021. 1. National Unity Day (Rashtriya Ekta Diwas) was celebrated in our campus on 31.10.2020. 2. ICT academy events and participations were discussed. 3. Webinars, seminars, certification courses reports are reviewed.
SCST- design Rank 2020	COINDIA/ ICT ACADEMY/ GOOGLE MEET	COINDIA/ ICT ACADEMY / GOOGLE MEET renewal	 Discussed about MOU with COINDIA, ICT academy & Google meet renewal. Proper direction given to concern coordinator to renewal above particulars.
moinsi en by	examination. 2. Head of the ins approclated effort tak Department of ECE.	University student Ranking list	1. NAAC gap Analysis Review meeting conducted for each criteria and criteria in-charges were presented them criteria key
5. At a solid	NAAC	Strengthen the Criteria's/ AQAR preparation	indicators through online mode (WebEx) from 03.11.2020 & 04.11.2020. 2. Feedbacks were received from Management, Principal & Head of the departments.
			3. NAAC criterion wise review meeting conducted in physica mode on 09.11.20 with exper and suggestion are noted.
6.	NIRF They staw shops	NIRF Participation 2021	 NIRF 2021 Participation discussed NIRF five Criteria were discussed. Dr.RameshKumar, HOD /CSF Nominated as a coordinator fo NIRF 2021.

7. its	IIC/ARIIA	IIC Event completion/ Participation & Data uploading in ARIIA Portal.	Reviewed IIC events report Necessary instruction given to coordinator to complete the event within stipulated time period. Discussed about ARIIA 2021 Participation and Nominated Ms.R.Saranya, AP/Maths as coordinator for data uploading.
aventh of box	Centre for Professional Development (CPD) Cell	Project Proposal	 Scheme for Promoting interests creativity and ethics among the students (SPICES) under AICTE Quality Improvement Scheme (AQIS) submitted on 30.11.2020. Motivate to register Ph.D in forthcoming slot. Discussed about Faculty participation rate in AICTE/SWAYAM/ Anna University/NITTRC FDPs. Instruct to apply TNSCST-
	Liewana sandana (YMREALA	Students project scheme.
strocate grods 9. o. dono assistat visit all	Anna University Results	April/ May 2020 Anna University student Ranking list	1. Our college M.E- VLSI design (PG) student positioned 3 rd Rank in AU April/May 2020 examination. 2. Head of the institution appreciated effort taken by Department of ECE.
skon a os	man meanth exempton	Staff, Students Participation & achievements	1. Editorial team meeting conducted on 17.11.2020. 2. File verification done at IQAC 3. Necessary guidelines given to team to maintain the files properly.
Worver Tealers Trugxo	S NAAS - orligion wise meding conducted in p mode on 091120 with and suggestion are neted		1. First Affiliation meeting conducted with concern department coordinator on 27.11.2020 Files, meeting
11.	Affiliation(AICTE & ANNA university) and AISHE	Extension of Approval(EOA)	reports were verified. 2. Second Affiliation meeting conducted on 30.12.2020 and reports were verified. 3. Reviewed AICTE 360degree
301 301	t Nominated as a coordinal	With the second	feedback uploaded status.
12.	Parents Meeting/Mentoring	Analysis the parents meeting report	1. Parents meeting conducted on 13.09.2020 through online mode and received parents feedback about online class and student involvement in online

			assessment.
			2. Reports are verified and
			grievances were discussed and
			guidelines given to HODs to
			resolve the issues.
13.	Placement & Internship	Online Soft skill test & Webinar	 Placement & Training department conducted a Webinar on Essential Skill for Uplifting an Engineering Students Career on 05.11.20 for first year students. Virtual campus drives were planned and conducting successfully. Reports were reviewed. Organized webinar on Discover the Futures of IOT on 12.09.20.
14.	NSS/NCC	NSS camp/ NCC unit	Discussed about Blood Donation Camp which conducted on 29.12.2020 and report was verified. NCC unit inspected on 30.12.2020 successfully. Inspected team feedback suggestion was discussed in the meeting and proper direction given to NCC coordinator to proceed further work.
14.	COVID-19-Precautions & Social Responsibilities	Steps for preventing Pandemic	 All staff Meeting conducted on 07.12.2020 and discussed on SOP – COVID 19.Instruct to monitor the students safety properly. College campus is maintained neatly with maintenance team, each floor cleaning every day with sanitizer for avoiding pandemic issue. The Faculty members who are all attending the college for office & University related works instruct to wear mask and gloves.

IQAC Coordinator

Coordinator

Internal Quality Assurance Cell (IQAC) Narasu's Sarathy Institute of Technology, Salem-636 305.



IQAC-Chairperson

Dr. V. MUNUSAMI, ME.Ph.D., MISTEL, FIE., PRINCIPAL
Narasu's Sarathy Institute
of Technology
Poosaripatty, SALEM-636 305.



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2020-2021/ NSIT/IQAC **Document ID** : IQAC MEETING **Nature of Meeting** 2020-2021 Academic year : **IOAC HALL** Venue 10.00 A.M. Time : 21.09.2020 **Schedule Date**

IQAC Members

Member from Management : Thiru.G.PRABAKARAN Management

Head of the Institution Chairperson : Dr.V.MUNUSAMI

Administrative office : Administrative office : Mr.PANEERSELVAM

HOD/ECE : Dr.M.POONGUZHALI Teachers

: Dr.M.RAMESHKUMAR HOD/CSE

> HOD/IT : Dr.S.SARAVANAN

: Dr.M.SENTHIL HOD/MECH

> : Mrs.A.PREMALATHA HOD/Civil

Dr.M.GOWTHAMA MOORTHY HOD/S&H

LOCAL SOCIETY Nominee from local society : Mr.M.VELU

Mr.R.S.KAMALAKANNAN III YEAR /ECE Nominee from Students

ALUMNI Mr.P. VAIRAVEL Nominee from Alumni

Nominee from Employers : Mr C.CHANDRASEKHAR **EMPLOYER**

Senior Vice President Virtusa, Bangalore

INDUSTRIALISTS Mr.R.SUNDERAM Nominee Industrialists :

CEO, Aerospace Engineers Pvt Ltd.

Salem, Tamil Nadu

Nominee Stakeholders : Mr.S.SIVARAMAN **PARENT**

Coordinator of the IQAC : Dr.K.ARUTSELVAN COORDINATOR Chairperson of the IQAC, Welcomed the members of IQAC
The following agenda were taken for discussion one by one

S.No.	lowing agenda were taken for Agenda	Discussion	Action Taken
	Online classes & Assessment Test & University Examination	Through online mode conduct classes, Assessment exams, Feedback	1. Online class for the academic year 2020 - 2021 (ODD) was scheduled from 03.08.2020. 2. Discussed about syllabus coverage, student attention, participation & Absentees report. 3. Assessment and reviews of subject planned based on university schedule. 4. Analysis the class committee meeting report which conducted on 10.09.2020.
2.	Examination cell HANGOR HOOP JANA	Online proctored Examination	Discussed about online Examination student registration of Question pattern / Pre assessment test. Proper direction given to coordinators for Value added Course Internal assessment. Discussed about online Proctored examinations. Head of the institutions gave clear guidelines to students regarding online proctored examination on 19.10.2020 and discussed about student quires and clarifications.
	HANGLIA RANDIANA RANDIANA Events FARENA ATAMAGROOD	Technical quiz, General quiz,	Encourage the coordinators to conduct Webinar, Quiz and other events through online mode Motivate the students to participate certification courses internship through online mode.

4. FIGURE	NBA The country and a second	Mentor Institution Visit	1. Mentor Institute (Sona College of technology) conducted meeting with Principal and Head of departments on 17.09.2020 for NBA under MARGDARSHAN scheme. Feedback report Analyzed and submitted to management.	
social social sta & REC	zrooming sessions offer Files are verified. Z Plan to emoli Entrepreneuiship. Swach Rural engagement SES institution.	Participation	1. AQAR Review meeting conducted for each criteria and criteria in-charges were presented their criteria through online mode from 06.09.2020 to 13.09.2020.	
noltm	AQAR modes because C. If	AQAR preparation	2. Feedbacks are received from Management, Principal & Head of the departments. 3. Reviewed the Corrections which	
The second secon	1. Parents meeting conducted through online		done in AQAR 2018-2019 & 2019-2020 based on the feedback.	
6.	EDC Cell	Project Proposal	 NSIT-EDC submitted three project proposals to IVP EDII during April 2020. Two Project proposal were approved and selected for second round. Our college alumni started a startup Civilization Builders with the support of EDC cell. 	
7.	NCC	NCC unit	 Nominated Mr.Jeevanantham, AP/MECH as NCC coordinator. Necessary guidelines given to coordinator to start NCC unit in our campus. 	
were were	successfully, Reports reviewed,	April / May 2019	1. Analysis the rank list of April/May & Nov/Dec 2019 & Nov/Dec 2019 which released by Anna university, Chennai 2. Head of the institution announced	
bonis	neady with maintenance is	Anna University Ranking list	that our college holds 128 th & 107 th position respectively out of 480 colleges in the state. 3. Points were discussed to improve the ranking in forthcoming academic year.	

9. In the second	Events Participation / Certification	Staff, Students Participation	 Faculty members and students are attending Webinars, FDP, Certification courses and brain grooming sessions effectively. Files are verified. Plan to enroll social Entrepreneurship, Swachhta & Rural engagement SES REC institution.
10.	Affiliation (AICTE & ANNA university) and AISHE	Extension of Approval(EOA)	 Discussed about EOA to AICTE & AU, Chennai. Initiate the document preparation work.
	Parents Meeting	Analysis the parents meeting report	 Parents meeting conducted on 13.09.2020 through online mode and received parent's feedback about online class and student involvement in online assessment. Reports are verified and grievances were discussed and guidelines given to HODs to resolve the issues.
	Nominated	nea 20M	1. Placement & Training hours are included in the regular timetable and meeting conducted with placement team on 06.09.2020 and necessary guidelines given to
	Placement & Internship	Online Soft skill test & Webinar	conduct training. 2. Virtual campus drives were planned and conducting successfully. Reports were reviewed.
	2. Head of the institution and that our college holds 1? 107° regition respectively 420 ordered in the issue	April May 2019 Anna University Ranking list	3. P&T Cell Organized webinar for students titled Discover the Futures of IOT on 12.09.2020.
	COVID-19-Precautions & Social Responsibilities	Steps for preventing Pandemic	 College campus is maintained neatly with maintenance team, each floor cleaning every day with sanitizer for avoiding pandemic issue. The Faculty members who are all attending the college for office & University related works instruct to wear mask and gloves.

IQAC Coordinator
Coordinator

Internal Quality Assurance Cell (IQAC)
Narasu's Sarathy Institute of Technology,
Salem-636 305.



TQAC-Chairperson

Dr. V. MUNUSAMI, M.E.,Ph.D.,MISTE.,FIE.,
PRINCIPAL
Narasu's Sarathy Institute
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Poosaripatty, SALEM-636 305.



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Nature of Meeting: IQAC MEETING 11		Document ID	: 2019-2020/ NSIT/IQAC /11
Venue	: IQAC HALL	Academic year	: 2020-2021
Schedule Date	: 02.07.2020	Time	: 9.30 a.m. to 11.30 p.m.

IQAC Members

Member from Management : Thiru.G.PRABAKARAN Management

Chairperson : Dr.V.MUNUSAMI Head of the Institution

Administrative office : Mr.PANEERSELVAM Administrative office

Teachers : Dr.M.POONGUZHALI HOD/ECE

: Dr.M.RAMEHKUMAR HOD/CSE

Dr.S.SARAVANAN Professor/CSE

: Dr.M.SENTHIL HOD/MECH

: Mrs.A.PREMALATHA HOD/Civil

: Dr.M.GOWTHAMA MOORTHY HOD/S&H

Nominee from local society: Mr.J.MADHIYAN Local Society

Nominee from Students : Mr.R.S.KAMALAKANNAN III Year /ECE

Nominee from Alumni : R.SOWNDARYA

Nominee from Employers : Mr.EZHILMARAN Employer

Director

Axis Global Automation, Chennai.

Nominee Industrialists : Ms.P.DHANALAKSHMI, Industrialists

AD/MTPS, Mettur

Nominee Stakeholders : Mr.S.SIVARAMAN Parent

Coordinator of the IQAC : Dr.K.ARUTSELVAN Coordinator

Chairperson of the IQAC, Welcomed the members of IQAC The following agenda were taken for discussion one by one

S.No.	Agenda	Discussion	Action Taken
1.	Online classes & Assessment Test	Through online mode conduct classes, assessment exams, feedback	1. Successfully conducted Online Assessment Test (OAT) from 20.04.2020 to 30.05.2020. 2. Successfully conducted Course Outcome Assessment Test (COAT) from 01.06.2020 to 20.06.2020. 3. Online classes were conducted from 01.06.2020 followed by COAT. 4. Department wise result analysis has done and documents were recorded successfully. 5. Based on the university decision further assessment and reviews of subject to be planned.
2.	Funding Proposal	Sending research proposal to various funding Agencies	 FDP Proposal uploaded in DST portal on 19.06.2020. Two Projects proposal were submitted to IIC National Innovation contest 2020. Reviewer securitizing has completed for FDP proposal which uploaded in AICTE
3.	Events	Technical quiz, general quiz, Webinar, Certification course & Student interaction session	1. Through online Platform 13 webinars, Two FDPs and one Certification course were conducted successfully. These cover all Engineering domains. 2. Through online "N' Quiz Corner Edition" Conducted from 1st to 30th June. 3. Department wise Students Interaction session started from 01.07.2020 to 06.07.2020, which will address the following Thrust areas i .Academic subjects & Exams ii .Importance of online courses iii. Placement opportunity & challenges iv. Safety measures during lockdown period.v.Effective utilization of Lock down period. 4. Narasu's Sarathy Smart Mind online challenge conducting for plus two students from 20.06.2020.

N.			
4.	AQAR	AQAR preparation	 AQAR preparation completion targeted on first week of August. AQAR file verification planned on 30.07.2020.
5.	Events Participation	Staff ,Students Participation	Faculties and students are attending Webinars, FDP, Certification courses and brain grooming sessions effectively.
6.	Affiliation(AICTE,ANNA university), AISHE	Extension of Approval(EOA)	 For EOA file submitted to Anna University successfully. For the Academic year 2020- 2021,Received Extension of approval(EOA) from AICTE, New Delhi & Anna University, Chennai.
7.	NBA	NBA Pre qualifier work	1. Through NBA co-coordinator all department previous semester course files are verified on 15.06.2020 as per NBA formats. 2. Forthcoming semester course file verification planned on 15.07.2020.
8.	Placement & Internship	Online Soft skill test & Webinar	1. Online Soft skill test Started from 27.05.2020, Students participation rate also highly appreciated. 2. Monthly twice a webinar conducted to the students for facing challenges in job sector. 3. Students are doing internship through online. Ex: Nimal R, Final CSE selected for Internship at iDisha Quick Ride with the stipend of Rs.9000/Month.
9.	COVID-19-Precautions & Social Responsibilities	Steps for preventing Pandemic	1. College campus is maintained neatly and each floor are cleaning every day with suitable floor cleaner for avoiding pandemic issue. 2. The Faculties who are all attending the college for office & University related works instruct to wear mask, gloves and strictly following the safety guidelines.

IQAC Coordinator

Dr. K. ARUTSELVAN 7

rnal Quality Assurance Cell (IQAC) Harasu's Sarathy Institute of Technology, Salem-636 305,



PRINCIPAL Narasu's Sarathy Institute Of Technology,

Poosaripatty, Salem-636 305.