



Jansons Institute of Technology

Karumathampatti, Coimbatore – 641 659

Minutes of Meeting

Name of the Meeting	IQAC Meeting - 13	Review Period	Dec 2020 to May 2021 (2020-21 Even Semester)
Venue	Board Room	Date of Meeting	11 September 2021
Chairman/ Chairperson of the meeting (Name and designation): Dr. V. Nagarajan / Principal			

Members Present:

Name	Designation	Signature	Name	Designation	Signature
Mr.T.N.Thirukumar	Vice Chairman, JIT		Dr.G.Vetrichelvi	HoD/ECE	
Mr.V.Palanisamy	Industrialist		Dr.T.Meenakshi	HoD/EEE	
Mr.S.Praveen Kumar	Employer		Dr.M.Muthukumaran	HoD/Mech	
Mr.J.Maria Selva Jegan	Parent		Dr.B.Senthinathan	Prof./Maths	
Mr.C.Shanmugam	Local Society Representative		Dr.D.Geethalakshmi	Prof./Physics	
Ms.M. Vishnu Priya	Alumni		Dr.Meena Sundari	Prof./Chemistry	
Ms. Sruthi P G	Student - III CSE		Dr.K.Moorthi	HOD/AI and DMR-QMS	
Mr.M.Karthikeyan	Administrative Officer		Dr.C.Shanmugam	DMR-QMS	
Mr.S.Ragunath	HoD/Civil		Mr.S.J.Davis Hans	IQAC Coordinator/DMR-QMS	
Dr.A.Velayutham	HoD/CSE		Dr.V.Nagarajan	Principal	

Members Absent:

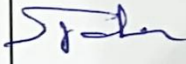



S.No.	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1	Status of actions from previous reviews	Status of the previous meeting points were reviewed	-	-	-
2	Review of University Results (2020-21) Even	Points related to improve the pass percentage were discussed and HoDs are requested to implement the same. Individual department results were discussed in DAC meeting and the recommendations to be followed	End semester Exam	Course Handling faculty and HoDs	
3	Review of attainment of course outcomes and PO's	Programme Outcomes attainment for the was reviewed in respective DAC and it 's recommendation to be followed	Continuous	HoDs	
4	Review of TLP Feedback	Corrective actions are planned by respective department for the courses having less than 70 % in mid-sem feedback and the follow-up to be made.	End-sem feedback	Respective department Heads	
5	Feedback from Stakeholders	Feedback from Industry and parents are received and appropriate actions are taken in coming days.	Continuous	Placement Cell HoDs	
6	Internal and External Audit Plan	2021-22 odd semester Internal audit planned after the end of first year academics	After release of 1 st year schedule	IQAC / QMS	
7	Certificate courses/IRC & Value Added Courses 1. Anna University Regulation 17 VAC 2. Certificate Courses/IRC 3. Other value added course 4. Life skill programmes	Proposal to be submitted As planned in DAC Continue existing VAC A proposed by CCR	Before commencement of semester	Dept. Heads Dept. IRC coordinators Dept. VAC coordinators	
8	Curriculum Enrichment Activities Workshops, Seminar, Guest lecture etc.	All depts. are requested to plan as per the requirement to meet out PO	During even sem	Dept. Heads	
9	Internship & Industrial Visits Plan	All students to be encouraged to attend a week duration Internship online.	During semester holidays	Dept. Heads and Class Advisors	



10	Effective usage of ICT tools & e-learning	E-content/notes for all courses to be uploaded by all faculty	Before commencement of semester	All faculty & Dept. Heads	
11	Mentoring & Counseling	Regularly mentors have to monitor the students progress (personal and academic)	Continuous	Timetable coordinator & Dept. Heads	
12	Research & Funding activities	Faculties are encouraged to send Research proposals and grants to do research projects and for conducting seminar/workshop etc.	All year around	Dept. Heads	
13	Publication (Journal, Conference, Books, etc.)	Faculty and students to be encouraged in UGC CARE list of journals	Periodically	Dept. Heads, Faculty, Students	
14	Technical Events	As suggested and planned by DAC, proposed technical events to be conducted	As scheduled	Dept. Heads, Various society/Club/Cell	
15	Extension Activities	As suggested and planned by DAC, proposed extension activities to be conducted	As scheduled	Dept. Heads, Various society/Club/Cell	
16	Sports activities	Intramural events and sports day as proposed by Physical Director	Academic Year	Physical director	
17	Grievances redressal	All grievances received through Anti ragging committee, grievances committee, IWCC and SC/ST Cell are addressed immediately when received.	Ongoing	Respective committee/cell	--
18	Academic Calendar (2021-22) Even	Based on the inputs received from GB and DAC, the academic calendar to be drafted and circulated once Anna University schedule is released.	15 days before commencement of ODD semester	Timetable Coordinator / Exam Cell	--
19	Enhancing faculty knowledge. Skills through participation in training / seminar/ conference	Faculty are encouraged to participate in training / seminar/ conference technical events organized by various Institutions	Continuous	HoDs and Faculty	--



20	Improving student's participation in technical events (outside Institution)	Students are encouraged to participate in technical events organized by various Institutions	Continuous	HoDs	
21	Improve Inter Institute Interaction	No. of interaction carried out: Planned to Improve the interactions in the coming days.	Continuous	HoDs	
22	Training and Placement	Training and placement activities are on-going in online mode	Continuous	CCR Head and HoDs and students	
23	Any other points	NAAC Peer Team Visit is expected and preparation for the same to be made. Regulations 2021 is expected to be released for the upcoming academic year.	Continuous	IQAC	--
Copy to: 1. Principal 2. Statutory Committees 3. All Dept. HoDs 4. Exam Cell 5. Placement 6. Library 7. Physical Education 8. Office			Prepared By	IQAC Coordinator	
			Approved by	Principal	





Jansons Institute of Technology

Karumathampatti, Coimbatore – 641 659

Minutes of Meeting

Form No: QA07

Name of the Meeting	IQAC Meeting - 14	Review Period	June 2021 to Nov 2021 (2021-22 ODD Semester)
Venue	Board Room	Date of Meeting	11 March 2022
Chairman/ Chairperson of the meeting (Name and designation): Dr. V. Nagarajan / Principal			

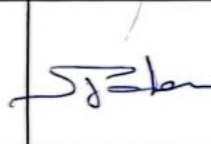
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5	Feedback from Stakeholders	Feedback from Industry and parents are received and appropriate actions are taken in coming days.	Continuous	Placement Cell HoDs	
6	Internal and External Audit Plan	2021-22 even semester Internal audit planned in April and date to be finalized. After that, External audit will be planned in the month of May 2022	April 2022 and May 2022	IQAC / QMS	
7	Certificate courses/IRC & Value Added Courses 1. Anna University Regulation 17 VAC 2. Certificate Courses/IRC 3. Other value added course 4. Life skill programmes	Proposal to be submitted As planned in DAC Continue existing VAC A proposed by CCR	Before commencement of semester	Dept. Heads Dept. IRC coordinators Dept. VAC coordinators	
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23	Any other points	NAAC Peer Team Committee visited in Jan 2022 and B+ grade was awarded for the cycle 1 assessment. To implement recommendations by the peer team committee.	Continuous	IQAC	--
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			Approved by	Principal	