Narasu's Sarathy Institute of Technology

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	: IQAC Meeting	Document ID	: 2022-2023/ODD/ IQAC
Venue	: IQAC Hall	Academic year	: 2022-2023
Schedule Date	: 22.08.2022	Time	: 10.30 A.M

IQAC Members

Member from Management	: Mr.B.NITISH HARIHAR	Management
Chairperson	: Dr.V.MUNUSAMI	Head of the Institution
Administrative office	: Mr.PANEERSELVAM	Administrative office
	: Dr.M.POONGUZHALI	HOD/ECE
	: Dr.R.VASANTHI	HOD/CSE
	: Dr.S.SARAVANAN	HOD/IT
Teachers	: Mr.T.SUDHAKAR	HOD/MECH
	: Mr.S.LOKESH	HOD/CIVIL
	: Dr.R.KAVITHA	HOD/S&H
	: Mr.R.MOHAN KUMAR	DIRECTOR/PLACEMENT
Nominee from local society	: Mrs.SUMATHI VELU, President Village Panchayat Poosaripatti.	LOCAL SOCIETY
Nominee from Students	: Mr.M.VASANTHKUMAR	IV YEAR /CSE
Nominee from Alumni	: Mr.S.GOWTHAM	ALUMNI (2021-Batch)
Nominee from Employers	: Mr .C.CHANDRASEKHAR Senior Vice President Virtusa, Bangalore	EMPLOYER
Nominee Industrialists	: Mr.R.SUNDERAM CEO, Aerospace Engineers Pvt Ltd. Salem,Tamil Nadu	INDUSTRIALISTS
Nominee Stakeholders	: Mr.M.MADESH F/o.M.Parthasarathy/II year-CSE	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.	Commencement of Odd Semester Classes	Academic Schedule & Subject allotment	1. Academic Schedule for UG & PG are discussed 2. Subject allotment & course file preparations are briefed
2.	Plan of Activities for Odd semester	Activities	1. Even Semester (AY 2021-22) activities are reviewed & plan for odd semester activities under various associations, cells, clubs and students chapter are suggested and discussed.
3.	Academic Activities	Course Materials	1. Faculty members are informed to prepare Course material & Question banks for their courses and provide them to students during odd semester 2022-2023.
4.	Placement	Training Schedule	1. Placement statistics for the academic year 2021-22 was reviewed by the committee. The committee appreciate the effort taken by the placement team to place students in the various reputed companies. 2. Approval of the Plan for training & placement was discussed and carried out. More practice tests shall be conducted to improve the placement percentage & salary package of the placed students.
5.	Faculty participation	Journal publication/FDP/ NPTEL	1. Faculty members were directed to publish at least one paper in Journals indexed in SCI/Scopus/UGC-CARE Journals and submit proposals to the relevant funding agencies. These parameters will help us to score good ranking in NIRF/Magazines. 2. Faculty members were insisted to use innovative practices in teaching like Kahoot, NPTEL videos, etc., 3. Faculty members were instructed to attend ATAL FDP, participate in NPTEL, SWAYAM, etc.,

6.	NAAC	AQAR & SSR preparation	1. Data collection & organization is in progress as per NAAC Data templates & Preparation on SSR is discussed
			2. It has been decided that the NAAC-SSR preparatory work following schedule.
			  ➤ SSR Draft preparation : 01.11.2022
			  ➤ IIQA online submission : 10.10.2022
			  ➤ SSR online submission : 30.11.2022
			3. AQAR 2020-21 Review report are discussed
			4. AQAR 2021-22 Progressing Discussed in criteria wise.

7.	Quality of student Projects	Publications	1. Students are encouraged to have more industry projects & work towards patents & publications

8.	Student Internships	Report	1. Internship participation Certificates & reports are reviewed. 2. Necessary guidelines are given to HODs to enrich the Internship culture in the department.
9.	Feedback from various stakeholders	Analysis Report	1. Feedback analysis reports from various stakeholders were discussed. The committee expressed their satisfaction over the stakeholder's feedback.
10.	MOUs/ VACs	MoU, Grants/Fund, CoE, Value Added Course, Chapters, Professional body activities	1. Functional MOU documents are verified. 2. Discussed About 2022-23 TNSCST projects tittles and ideas of each department. 3. All the Departments get approval for Value Added Course. Reports are reviewed.
11.	NBA	CO/PO attainment	1. Through NBA coordinator all department course files are verified as per NBA formats.
12.	ERP	Updating	1. HoDs are insisted to update all details in ERP software properly.(Update the student data, timetable , Assessment test)
13.	EDC	Programmes	1. EDC organized various programmes for student's skill development. Reports are reviewed.
14.	NSS/NCC/YRC	Camp	1. Discussed about NSS & NCC unit organized various camp. Reports are reviewed. 2. Special Eye camp Reports are reviewed.
15.	Events Participation	Staffs & Students Participation	1. Faculty members and students are attending Webinars, FDP, Certification courses & brain grooming sessions effectively.
16.	Affiliation (AICTE & Anna University)	Extension of EOA	1. For EOA file submitted to Anna University Successfully. 2. For the Academic Year 2022-2023, Received Extension of approval (EOA) from AICTE, New Delhi, Anna University, Chennai.
17.	Ph.D Registration	Registration	1. Faculty members are motivated to pursue Ph.D programme in their domain for the uplift of the growth of themselves & the institution
18.	International Conference	Plan	1. Plan to conduct 2 International Conference within this academic year.
19.	Awards & recognition	Awards / Recognition received	1. Best Engineering College for Quality Placements & Industry Connect award during KATRAL Awards Ceremony 2022 by News18 Channel.

IQAC Coordinator gave vote of thanks and conclude the meeting.

Prepared By:

IQAC COORDINATOR

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

IQAC-CHAIRPERSON

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

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Nature of Meeting	: IQAC Meeting	Document ID	: 2022-2023/ODD/ IQAC
Venue	: IQAC Hall	Academic year	: 2022-2023
Schedule Date	: 05.12.2022	Time	: 10.30 A.M

IQAC Members

Member from Management	: Mr.B.NITISH HARIHAR	Management
Chairperson	: Dr.V.MUNUSAMI	Head of the Institution
Administrative office	: Mr.PANEERSELVAM	Administrative office
Teachers	: Dr.M.POONGUZHALI	HOD/ECE
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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.	Commencement of Odd Semester Classes (I year)	Academic Schedule & Subject allotment	1. Academic Schedule for UG (I year) is discussed 2. Subject allotment & course file preparations are briefed
2.	Academic Activities	Course Materials	1. Faculty members are informed to prepare Course material and Question bank for their courses and provide them to students. 2. Faculty members were insisted to use innovative practices in teaching like Kahoot, NPTEL videos, etc., 3. Faculty members has been insisted to prepare videos for the courses handled by them to upload in Learning Management Systems. 4. The plan of action of all departments were reviewed and approved. 5. The committee commended the HoD and faculty members of CSE, ECE & IT for getting funds from AICTE to conduct online STTP and FDP.
3.	Budget	Approval	1. The sanctioned budget for various departments for the purchase of equipment's, consumables and other items were approved.
4.	Faculty participation	Journal publication/FDP / NPTEL	1. Faculty members were directed to publish at least one paper in Journals indexed in SCI/Scopus/UGC-CARE Journals and submit proposals to the relevant funding agencies. These parameters will help us to score good ranking in NIRF/Magazines. 2. Faculty members were instructed to attend ATAL FDP, participate in NPTEL, SWAYAM, etc.,
5.	Placement	Training Schedule	1. The committee congratulated the Placement Director for the successful placement achieved by our students during the AY 2022-2023. 2. The committee reviewed the Schedules to conduct and future training sessions for the placement of students. 3. Insisted the placement team to implement the best practices and training methods to place the students in core companies in the forth coming year.
6.	End Semester Theory Examination	Result	1. The committee reviewed the End Semester Theory Examination Result of April/May 2022. 2. The committee reviewed the performance of Internal Assessment Tests which was conducted on Odd Semester 2022-2023. 3. Micro level analysis has been carried out to identify and classify the students to choose and guide them for right career path through mentoring system.

7.	NAAC	SSR & Activities	1. The committee congratulated the Heads & faculty members of various departments for the successful completion of NAAC SSR on 30.11.2022. 2. Reviewed and instructed about the arrangements to be made for NAAC peer team visit. 3. IQAC insisted to inaugurate various associations, cells, clubs and student chapters & proposed to conduct various programmes (preferably through online)
8.	Feedback from various stakeholders	Analysis Report	1. Analysis of student's feedback about the faculty members and parent's feedback were reviewed. 2. The Action taken reports from the departments will be reviewed for its completion.
9.	Activities for Odd semester & Even Semester	Activities	1. Odd semester(AY 2022-23) activities are reviewed & plan for even semester activities under various associations, cells, clubs and students chapter are suggested
10.	Website	Updation	1. Website shall be updated continuously with all activities on time to time.
11.	Quality of student Projects	Publications	1. Students are encouraged to have more industry projects & work towards patents and publications
12.	MOUs/ VACs	MoU, Grants/Fund, CoE, Value Added Course, Chapters, Professional body activities	1. HoDs are insisted to sign minimum 2 MoU per department and conduct events under signed MoU. 2. Discussed About 2022-23 TNSCST projects tittles and ideas of each department. 3. HoDs are insisted to plan 1 Centre for Excellence per department. 4. All the Departments get approval for Value Added Course. Reports are reviewed.
13.	ERP	Updating	1. HoDs are insisted to update all details in ERP software properly.(Update the student data, timetable , Assessment test)
14.	Symposium	Plan	1. Plan to conduct symposium on January 2023.
15.	Award & Appreciation	Awards Received	1. Committee members applauded for Received appreciation certificate from Green campus initiative.
16.	Sports	Awards	1. Committee members reviewed & appreciated the sports students for receiving awards in various events.

IQAC Coordinator gave vote of thanks and conclude the meeting.

Prepared By: (S. JAYAPRAYA)

IQAC COORDINATOR

Coordinator
Internal Quality Assurance Cell (IQAC)
Narasu's Sarathy Institute of Technology,
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IQAC-CHAIRPERSON

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