



**BHARATHIYAR INSTITUTE OF ENGINEERING FOR WOMEN**

DEVIYAKURICHI, THALAIVASAL, SALEM-636 112.

**IQAC MINUTES OF MEETING**

**ACADEMIC YEAR 2021-2022**



# Bharathiyar Institute of Engineering for Women

(Approved by AICTE, New Delhi and Affiliated to Anna University)  
Deviyakurichi, Thalaivasal, Salem-636 112.

RefNo.: BIEW/IQAC/2021-22/Meeting/01

Date: 23/08/2021


## Composition of Internal Quality Assurance Cell (IQAC) (2021-2022)

### Revised IQAC Meeting with effect from 23.08.2021:

The First IQAC Meeting for the academic year 2021-2022 was held on Monday 23.08.2021 at Principal Room. The meeting started on a welcome note by IQAC Chairperson, Dr.R.Punidha. She introduces the new IQAC coordinator and other Members. In that meeting, the committee members are reassigned and new committee was formed.

The following members were present for the meeting:

S.NO	CATEGORY	IQAC MEMBERS
1.	Chairman	Dr.R.Punidha, Head of the Institution, Principal
2.	IQAC Coordinator	Dr.P.Madhubala/ CSE
3.	Faculty Members	Mrs.R.Nithyalakshmi/ECE Mr.K.Kalaiselvan/EEE Mrs.K.Saranya/CSE
4.	Management	Mr.R.Ramkumar, Director
5.	Senior Administrative Officers	Dr.V.Dharmalingam /S&H Mrs.R.Prema/Civil Mr.M.Karthikeyan/CSE Mrs.K.C. Kavitha/EEE Mrs.M.Sowmiya/ECE
6.	Professional Society Member	Dr.G.Suganya, ACM Member, Associate Professor/CSE, VIT, Chennai, Tamilnadu-632014

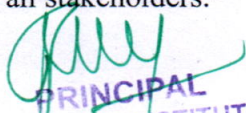
  
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7.	Student	Ms.B.Subiksha III-ECE
8.	Alumni	Ms.B.Haritha, ASE Trainee, TATA Consultancy Services Ltd, Chennai 1 ETC Tower, 200 Feet Road, MCN Nagar Extension, Pallavaram Ring Road, Thoraipakkam, Chennai - 600097
9.	One nominee from Employers	Mr.T.Prabakaran, Proprietor, Neolysi Technologies(P) Ltd, No-358, Old No-645, 4th Floor, Anna Salai, Thousand Lights, Chennai, Tamil Nadu 600006
10.	One nominee from Industrialists	Mr.Sam Peter, Managing Director, Softwings Technologies, #04, Balaji Nagar, Vilankurichi Road, Cheranma Nagar, Coimbatore-641035, Tamilnadu, India
11.	One nominee from Parent	Mr.N.Balamurugan, 11/3. Gori Street, South Udayarpalayam, Attur, Salem- 636102

### Discussing the functions of IQAC

IQAC has planned to take various measures to ensure the quality functioning of the Institution as given below:

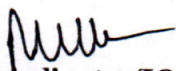
- Development and application of quality benchmarks.
- Parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory Teaching and learning process.
- Collection and analysis of feedback from all stakeholders on quality-related institutional Processes.
- Dissemination of information on various quality parameters to all stakeholders.

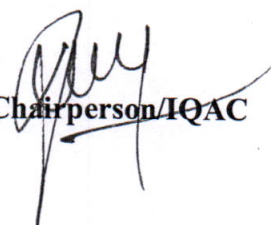
  
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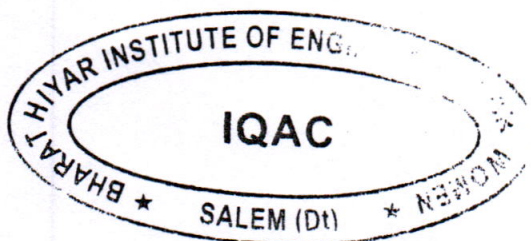
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.


**Discussion about curricular/co-curricular and extracurricular activities**

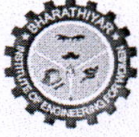
- It was resolved to implement student centric learning approaches, such as Group Discussion, Seminar and Peer Teaching in all courses.
- To create ambience for conducting various co-curricular and extra-curricular activities for the benefit of students
- To conduct the IQAC meet at least once in every Semester to monitor the institutional quality. IQAC was the first step towards the internalization and institutionalization of quality enhancement.
- IQAC members insisted to increase the innovative methods of teaching and also instructed to improve the quality of Faculty and Student Publications.
- HODs were asked to work on academic activities in view of Academic Audit, Heads of various Departments were informed to keep the records in all forms.
- It was planned to arrange more number of Career enhancement and Training programs for the Final Years so as to make them face Interviews with confidence.
- Effectiveness of functioning of various committees was verified and also it was planned to document the function of each committee effectively.
- It was planned to conduct academic and Administrative audit twice in a year to ensure the quality functioning of the Institution.

  
Coordinator/IQAC

  
Chairperson/IQAC



  
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Date: 11.03.2022

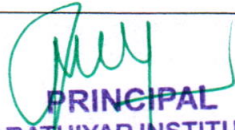
Venue: Principal Room

Time: 10.30 am

## Minutes of the IQAC Meeting

The Eleventh IQAC meeting was held on 11<sup>th</sup> March 2022. The following members were attended the meeting.


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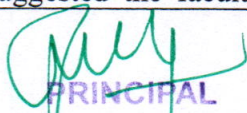
		TATA Consultancy Services Ltd, Chennai 1 ETC Tower, 200 Feet Road, MCN Nagar Extension, Pallavaram Ring Road, Thoraipakkam, Chennai - 600097
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The following points were discussed and suggestions were received from members of IQAC

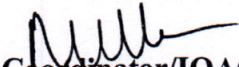
S. No	Point discussed	Suggestions / Action Plan
1	Review of previous meeting minutes	<ul style="list-style-type: none"> <li>Minutes of the previous meeting and the previous year Annual report were read by the IQAC coordinator.</li> <li>The academic activities conducted in the previous year were verified.</li> <li>Academic Administrative Audit of the previous semester was verified.</li> <li>The Assessment entries, Test papers, Course files and log files were reviewed.</li> <li>The Committee verified the department wise</li> </ul>

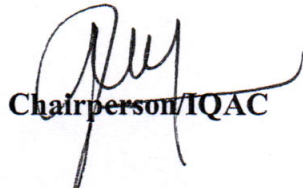
  
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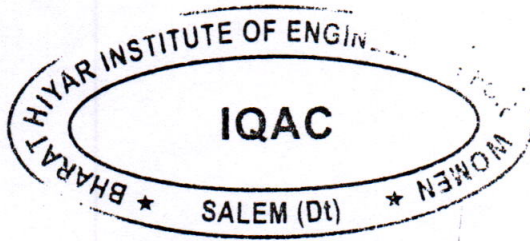
		<ul style="list-style-type: none"> <li>student admitted count, scholarship and fee details.</li> <li>They discussed the effectiveness of online classes.</li> <li>Placement officer reported the placement activities and placement list to the committee members</li> </ul>
2	Academic Plan or the upcoming Semester(21-22 even semester)	<ul style="list-style-type: none"> <li>Academic plan and Academic schedule as revised</li> <li>Committee recommended preparing purchase order of books, e-journals, lab equipments for the new regulation 2021.</li> <li>Members requested the Hod's to initiate the NAAC Accreditation work.</li> <li>IQAC members fixed the timeline for completing the NAAC work and they gave suggestions about the accreditation work</li> <li>They Motivated the faculties to do the NAAC Accreditation work in a smooth manner</li> </ul>
3	New Initiatives	<ul style="list-style-type: none"> <li>IQAC members suggested the initiation of the new course as Artificial Intelligence and Data Science in the academic year 2022-2023.</li> <li>Committee recommended the chairperson to arrange the lab equipments, book materials for the new course.</li> </ul>
4	Teaching and Learning Process	<ul style="list-style-type: none"> <li>The committee advised the faculties to give more coaching for the slow learners and suggested to provide question banks, assignments to the students.</li> <li>The committee suggested the staffs to prepare unit wise lecture notes, video lectures and circulate to the students.</li> </ul>
5	Internship and In-plant training	<ul style="list-style-type: none"> <li>Students need to be motivated by the staff to get Register in online internship and online In plant Programs.</li> </ul>
6	Value Adding Course &Webinars, Conferences	<ul style="list-style-type: none"> <li>Planned to conduct Value Adding Courses, Webinars and more technical events to the students</li> </ul>
7	Placement Activities	<ul style="list-style-type: none"> <li>The committee advised to give more placement trainings and by bringing more number of recruitment companies to strengthen the placements.</li> <li>Planned to conduct campus drives for the final year students.</li> </ul>
8	Faculty Development and Training Programs	<ul style="list-style-type: none"> <li>Suggested the Department Heads to conduct FDPS, Seminars, Workshops and Guest Lectures to enhance their skills.</li> <li>They suggested the faculties to attend at least one</li> </ul>


  
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		training program in the year.
9	Committees and club activities	<ul style="list-style-type: none"> <li>• It was planned to document the function of each committee effectively.</li> <li>• Encouraged the NSS, RRC, YRC and WEC cells for conducting more number of social awareness events in the year.</li> </ul>

  
Coordinator/IQAC

  
Chairperson/IQAC



  
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