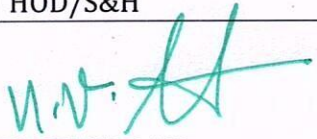


IQAC COMPOSITION (2022-2023)

Composition Criteria Specified by NAAC	Members	Designation
Chairperson - Head of the Institution	Dr. U. V. Arivazhagu	PRINCIPAL
Member from Management	Mrs. Sangeetha Kathir Anand	Chairwoman, Kingston Group of Institutions
Senior Administrative Officers	Mr. S. Mahendiran	HOD/MECH
	Mrs. M. Menaka	HOD/IT
	Mrs. M.Rathika	HOD/ECE
	Dr. N. Shankar Ganesh	Professor/MECH
	Dr.S.Deepa	Professor/EEE
Teachers	Mrs.S.Sarah	AP/IT
	Mrs. B.Thulasi Brindha	AP/EEE
	Mrs. N. Vanitha	AP/ECE
	Mr. S.Balaji	AP/CSE
	Mrs.S.Priya	AP/CSE
	Dr. N.Kannammal	Associate Professor/CSE
	Mrs.M.Gayathri	HOD/MBA
Nominee from local society	I.Anitha	President, Mettukkulam Village
Nominee from Student	Monika S	III Year /CSE
Nominee from Alumni	Mr.V.P.Rajaprakash	Design Engineer, Caterpillar organization, Chennai.
Nominee from Employer	M. Padmashankar	Senior HR Executive, Intellect Design Areana Limited
Nominee from Industrialists	Mr. Stephen Sudhakar	Senior Vice President, Hyundai Motors
Nominee from Stakeholders	Mr. R. Dhanasekaran (Parent)	Bank Manager, Vellore Central Co-operative Bank, Vellore
Coordinator of IQAC	Dr.E.Kumaresan	HOD/S&H



PRINCIPAL
PRINCIPAL

Kingston Engineering College
Chittoor Main Road, Vellore - 632059.
Phone : 0416-2297031 / 33 / 34

INTERNAL QUALITY ASSURANCE CELL(IQAC)

IQAC 5th Minutes of the IQAC meeting held on 31.03.2023

Venue: Board Room

Time: 10.00AM

The Internal Quality Assurance Cell (IQAC) Meeting for the Academic year 2022-2023 Even Semester was started by discussion of previous meeting action taken reports by the IQAC Coordinator.

Following agenda was discussed in the meeting with members of IQAC.

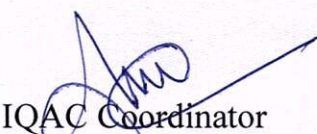
Agenda for the Meeting

- 1.Approval of minutes and action taken report of IQAC previous meeting
- 2.Discussion on enhancement of student learning
- 3.Institutional values and Social responsibilities.
- 4.Discussion on Research Publications
- 5.Discussion on Mini projects, Internships.
- 6.Placement training for Final year students
- 7.Quality Enhancement Programs
- 8.Academic Audits Reports
- 9.Establishment of RFID LIBRARY
10. Review on NAAC criteria for SSR Submission
- 11.Any other point discussion with Chairperson.

Points that were Discussed.

- IQAC Meeting started with discussion about minutes and action taken reports of previous meeting.
- IQAC Chairperson discussed with all IQAC members about the ongoing process of NAAC work. instructed all criteria heads to complete their work for Internal audit.
- Faculty must make use of institutional infrastructure resources to support effective academic rendition.
- IQAC coordinator added that Institutional values & social responsibilities with respect to detain on gender equity, security system and green campus .Several awareness programmes can be organized.

- Chairperson insisted to make use of ICT facilities to enhance student learning.
- Chairperson instructed all HODs to inform their faculties to focus toward quality research publication to ensure continuous faculty learning.
- In meeting chairperson highlighted a significant increase in internship participation and encourage students to do mini projects to meet the industrial needs.
- Industrial visits has to be arranged for the students to gain knowledge in industries and software Companies.
- IQAC Coordinator informed all Heads of the Departments to concentrate final year Project work seriously. Guide allocation and Project reviews slot has to be scheduled and monitored periodically.
- Chairperson also discussed about the industries needs and how to enrich students knowledge through developing projects. Also insisted that students should submit their papers in Journals and National Conferences.
- IQAC Coordinator insisted to increase Quality Enhancement Programs for all departments by organizing Seminars, Guest lectures and faculty development programmes.
- It is mandatory all professors had to adopt new teaching approaches to enhance students learning capacities in their courses by utilizing smart classrooms.
- IQAC Coordinator urged the placement cell to conduct more campus drives. Several training sessions should be planned for students before placement drives.
- All Department Heads are informed to prepare Department Academic Audits. Internal and external audit members have been nominated for the Academic Audit. Reports to be prepared and same to be submitted.
- IQAC Chairperson discussed about establishing RFID LIBRARY for students and faculty members for efficient access of books in college library.
- The Meeting was concluded with Vote of thanks by IQAC Coordinator. He thanked Chairperson and IQAC members for their valuable suggestions and guidelines for excellence in various aspects of Education.



IQAC Coordinator
IQAC Coordinator
Kingston Engineering College
Chittoor Main Road, Vellore - 632 059



IQAC Chairperson
PRINCIPAL
Kingston Engineering College
Chittoor Main Road, Vellore - 632 059.
Phone : 0416-2297031 / 33 / 44

INTERNAL QUALITY ASSURANCE CELL

Action Taken report for the IQAC meeting held on 31.03.2023

S.No	Points Discussed	Action taken	Responsibility
1	Approval of minutes and action taken report of IQAC previous meeting	The minutes and action taken reports of previous meeting is discussed and approved by Chairperson. Same passed with immediate effect.	IQAC Coordinator
2	Discussion on enhancement of student learning	Usage of ICT facilities are encouraged in teaching learning process	IQAC Chairperson
3	Institutional values and Social Responsibilities	Environmental Sustainability events are organized, to minimize the environmental impact of operations. This may include reducing energy consumption, minimizing waste, using sustainable materials, and supporting renewable energy initiatives.	IQAC Coordinator
4	Discussion on Research Publications	All HODs instructed their faculties to publish research papers in recognized journals	IQAC Chairperson All HODs
5	Discussion on Mini projects, and Internships	All HODs prepared the review dates for project works. Mini projects are assigned and guide allotted for the students. Permission for applying Internships is provided to students by their HODs.	All HODs
6	Placement training for Final year students	Soft Skill training programmes are provided by the trainers. Campus Drives are conducted for students.	IQAC Chairperson
7	Quality Enhancement Programs	Seminars, Guest lectures and faculty development programmes are conducted for all Departments	IQAC Chairperson
8	Establishment of RFID LIBRARY	RFID Library is approved by the management and initiated to implement.	IQAC Chairperson
9	Review on NAAC criteria for SSR Submission	IQAC chairperson instructed all HODs to complete their audits and submit the report.	IQAC Coordinator

IQAC Coordinator

IQAC Coordinator
Kingston Engineering College
Chittoor Main Road, Vellore - 632 059

- Copy to
1. The Chairman office
 2. Principal office
 3. All HODs
 4. All Committee Members

IQAC Chairperson

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