

K.L.N.COLLEGE OF ENGINEERING



Estd : 1994

An Autonomous Institution - Affiliated to Anna University, Chennai.
Pottapalayam - 630612. (11 Km from Madurai City), Sivagangai District, Tamilnadu, India.
Accredited by National Assessment and Accreditation Council (NAAC)
(Sponsored by K.L.N. Sourashtra College of Engineering Council)
Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.
Included under 2(f) and 12 (B) Status of UGC Act of 1956



Amarar. Shri. K.L.N. Krishnan
Founder President
(1918-2001)

An ISO 9001 : 2015 Certified Institution. - A Sourashtra Linguistic Minority Institution

Accredited by NBA, New Delhi for B.E Mech, ECE, CSE & B.Tech. IT for 3 Academic years 2022-2023 to 2024-2025 (i.e.) upto 30.06.2025

Er. K.N.K. Karthik, B.E.,
President

Dr. K.N.K. Ganesh, B.E., Ph.D.(Hon).,
Secretary & Correspondent

Dr. A.V. Ram Prasad, M.E., Ph.D., MISTE., F.I.E.,
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Ref : KLNCE/IQAC Meeting /2022 /01

Date 20.07.22

Minutes of the IQAC Meeting held on 8.7.2022 at 11:00 am in the meeting Hall

Members Present:

S.No	Name of the staff	Designation	Signature
1.	Dr. K.N.K. Ganesh	Secretary & Correspondent, KLNCE	
2.	Dr. A.V. Ramprasad	Principal, KLNCE	
3.	Dr.D.Pradeepkannan	Prof/EIE&IQAC coordinator	
4.	Dr.S.Venkatesan	Prof/EEE & IQAC Co-coordinator	
5.	Dr.S.M.Kannan	Prof &Head/EEE	
6.	Dr.V.Kojalakshmi	Prof &Head/ECE	
7.	Dr.P.Udhayakumar	Prof &Head/Mech	
8.	Dr.S.Miruna Joe Amali	Prof &Head/CSE	
9.	Dr.P.Ganeshkumar	Prof &Head/IT	
10.	Dr.M.R.Ilango	Director MCA	
11.	Dr.T.Jothimurugan	Director MBA	
12.	Dr.S.Nagammai	Head Academics (Spl.Invitee)	
13.	Dr.C.Anbumeenakshi	ASP/Mech	
14.	Mr.M.Arulselvam	AP/CSE	
15.	S. M. Baskar	Manager KLN.E	
16.	Mr. P. Ravikumar	ASP/EIE	
17.	Dr.J.K.Subashini	Prof &Head/Maths (Spl.Invitee)	
18.	Dr.R.Jeyanthi,	convener AAC (Spl.Invitee)	
19.	Mr.Saravanan.T.K,	Librarian (Spl.Invitee)	

1. Principal welcomed all the members present.
2. The performance of second semester students in CIT 1 and 2 has been reviewed and Dr.J.K.Subashini, the first year coordinator said that the past percentage in Maths and core courses is low and it has pulled down the all subject past percentage. Such of those students who failed in both CITs and in anyone CIT have been identified as slow learners and special coaching will be given on 14/7/22 and 15/7/22. She also suggested to include MCQs in CITs as well as in end semester examination to facilitate students to score good marks.
3. A review on Result Analysis (RA) of CITs held for second and third year classes was made. HoDs said that, although students wrote improvement tests, 30% of students got low internal marks. Dr.S.Nagammai , Head Academics said that, student should be strictly insisted to write CITs well and the provision for improvement test should be avoided in the forth coming semester as discussed in the earlier meetings. HoDs said that, result analysis report generated from college automation for some classes are erroneous and Mr.Sridhar and ISSG have been asked to prepare RA report in common template and correct the error as early as possible.
4. A review on PT meeting held on 28/5/22 and 18/7/22 was made. As only very few parents of senior classes attended the meeting it is decided to conduct PT meeting through online mode for senior classes and in offline mode for 1st year students alone.
5. Principal asked all HoDs to submit the feedback collected from students on college facilities to MR office and Dr. D. Pradeep Kannan has been asked to arrange for pre MRM meeting to discuss about the facilities that needs improvement during last week of July 2022.
6. Principal briefed about the new college timings to be followed in the odd semester of academic year 22-23 with affect from 3/8/22 and SMS will be sent to parents in this regard he added. All HoDs suggested that the buses shall not enter into the campus before 8:50 a.m. on all working days to avoid in disciplinary issues.
7. Dr.S.Nagammai , Head Academics said that based on workload and SFR calculation faculty requirement details had been submitted to Principal office as detailed below:
EEE-1, ECE-3, CSE-2, IT-2, ADS-2, CSE (cyber)-1, MCA-1, MBA-1, English -1, Physics-1, Chemistry-1

8. Dr.R.Jeyanthi, convener AAC detailed about academic audit process held during odd and even semester of academic year 21-22. She told that academic audit has been carried out in three phases and only few departments have completed all 3 phases of audit and suggested that phase 2 (class sit audit) audit shall be done for newly joined faculty members and for members with less than 3 years of teaching experience. Further She requested all HoDs to submit all the three phases of audit report at the end of the semester for analysis and evaluation by a committee constituted by Principal. Dr.J.K.Subashini, HoD /Maths has agreed to look after academic audit process for first year faculty members from academic year 22 – 23.

9. Dr.S.M.Kannan said that new API format for the academic year 21-22 has been prepared and circulated and asked all HoDs to inform their faculty members to submit the filled format to Principal office on or before 25/7/22.

10. All HoDs were asked to submit the record notebook requirement for the odd Semester of the academic year 22-23 to Principal office on or before 20/7/22 for laboratory courses pertaining to the department concerned.

11. Dr.S.Nagammai, Head Academics said that as per regulation R 2020 conduct of value added courses (VAC) is mandatory for both UG & PG students. All HoDs were asked to plan for conduct of VAC accordingly for students admitted in the year 2020.

12. Dr.V.Kejalakshmi said that as per R2017&R2020 students are eligible to do one online course (NPTEL course) and asked to submit the registered students list to Dr.B.Buvaneswari after reopening of classes to assign mentors.

13. The current status of ISO audit for final review of objectives was made. Dr. D. Pradeep Kannan has been asked to present the objective wise consolidated report to Principal and HoDs for review on 25/7/22.

14. It was reported that few students are using mobile phones during Theory/ practical classes, and such students were warned time to time. Despite warned several times, still few students are not adhering the norms of the college regarding the use of mobile phones during class hours. Punishments for the use of mobile phones during class hours are furnished below:

i. First time offenders: The mobile phone will be seized and a fine of Rs.500/- will be levied. An undertaking from Parents will be obtained, before the return of mobile phone.

ii. Second time offenders: The mobile phone will be seized and a fine of Rs.1000/- will be levied, mobile phone will be returned to Parents in person on submission of under taking by the Parents.

3. Third time offenders: Mobile phone will be seized and will be returned only on the last working day and a fine of Rs.2000/- will be levied.

Principal said that a separate circular will be sent in this regard he added.

15. Principal said that all faculty members should enter daily attendance in automation before 12.00 noon of next day otherwise permission/half a day CL will be deducted for defaulters. All HoDs suggested to purchase attendance entry app to avoid delay in attendance entry.

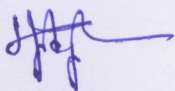
16. Principal said that complaints are received regarding improper engagement of theory and laboratory classes by faculty members and asked to ensure engaging classes for the entire duration and said that action will be taken against the defaulting faculty members in the f.rth coming semester.

17. It is decided to supply monograph for all courses to such of those students who are not getting books from library/not processing books on their own. HoD's are asked to make necessary arrangements in this regard and one copy of monograph to be submitted to Principal office during second week of August 2022 for final year courses and during first week of September 2022 for third & second year courses.

18. Mr.Saravanan.T.K, librarian has been asked to upload all autonomous end semester examination question papers in separate tab for all students and faculties reference.

19.The Dr.K.N.K.Ganesh, secretary & correspondent approved necessary agenda an instructed to execute as per the decision made in the meeting

20. The meeting ended at 1.30 p.m.

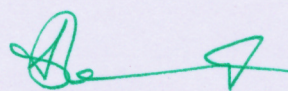


IQAC Coordinator

Dr. D. PRADEEPKANNAN

Cc to all HODs, Directors MBA& MCA, MR & IQAC, Librarian

K.L.N. COLLEGE OF ENGINEERING
POTTAPALAYAM-630 612



PRINCIPAL

Dr. A.V. RAMPRASAD

Principal

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