



R.M.K. COLLEGE OF ENGINEERING AND TECHNOLOGY

(An Autonomous Institution)
RSM NAGAR, PUDUVOYAL- 601206

IQAC MEETING

First Meeting of the Academic Year 2024 - 2025

Date : 14.09.2024
Time : 10.30 AM
Venue : MB Board Room

DISCUSSIONS

Welcome Address:

The IQAC Coordinator, Dr J Gnana Jeslin, welcomed the members for the First IQAC meeting of the year 2024-2025 and stated the agenda of the meeting.

Agenda of the meeting

1. **Strategies to improve student performance** in End Semester Exams -All HoDs
 - o Strategies to achieve a 95% pass rate in ESE.
 - o Approaches to ensure 100% graduation.
 - o CCM-1 Analysis & Feedback
2. **Plan of action to increase the number of students taking the GATE exam** -All HoDs
3. **NBA - Tier I: New Format Key Features** - Dr. T.M. Inbamalar / NBA
Coordinator
4. **Strategies to improve NIRF ranking** -Dr. K G Shanthi/ NIRF Coordinator
 - o Salient areas to focus and place our college in Top 100 band.
5. **Current Status of Research Activities** -Dr. M. Balasubramanian / Research-Cell Coordinator
 - o Increasing the number of publications and citations.
 - o Securing more sponsored research projects and events.
 - o Industry Sponsored research projects
6. **Training and Placement Cell Activities** -Dr. C. Bibin / Convener, CDC
 - o Feedback on higher package placement and action plan to improve.
 - o Future trends in placement and enhancing student selection success.
7. **IDEA Lab** - Dr. S. Senthil Kumar / IDEA Lab Coordinator

- Plan of Action for AY 24-25
 - Utilizing the IDEA Lab to increase the number of patents and the launch of startups
8. **ISO Audit Preparedness**
9. **NSS Activities**
- Action plan to achieve target number of events

- Ms. A. Akila / MR
-Mr. T. Sundareswaran T / NSS Coordinator

DISCUSSIONS	REMARKS/ACTION TO BE TAKEN
<p>AIDS - Department</p> <p>Presenter: Dr. B. Prathusha Lakshmi, HoD-AIDS DEPT.</p> <p>Strategies to Improve Student Performance in End-Semester Exams (ESE)</p> <p>1. Understanding Curriculum and Syllabus:</p> <ul style="list-style-type: none"> • Focus on learning objectives. • Clarified the weightage and importance of different topics. <p>2. Regular Evaluation and Feedback:</p> <ul style="list-style-type: none"> • Frequent MCQ tests and live assessments conducted on RMK Nextgen. • Emphasized assessments and model tests. • Provided detailed performance feedback to students. • Mock tests on Part A questions scheduled to improve familiarity with the exam format. <p>3. Personalized Support and Mentoring:</p> <ul style="list-style-type: none"> • One-on-one mentorship offered to students needing individual guidance. • Remedial classes planned for students requiring additional help. <p>4. Enhanced Teaching Methods:</p> <ul style="list-style-type: none"> • Integration of technology in teaching. • Encouraged project-based learning by applying real-life examples. <p>5. Study Materials and Resources:</p> <ul style="list-style-type: none"> • Ensured access to comprehensive learning resources and platforms for students. <p>6. Encouraging Peer Learning:</p> <ul style="list-style-type: none"> • Promoted study groups and student-led review sessions to enhance peer interaction and collaborative learning. <p>7. Continuous Monitoring of Progress:</p> <ul style="list-style-type: none"> • Implemented systems for tracking student progress. • Emphasized the importance of parental involvement in academic performance monitoring. <p>8. Exam Preparation Support:</p> <ul style="list-style-type: none"> • Scheduled revision classes focused on exam topics. • Provided guidance on time management techniques during exams. 	<ul style="list-style-type: none"> • The Principal suggested organizing awareness programs about GATE and UPSC Competitive Exams. He also insisted to improve and refine the focus of Higher Education Cell • The Dean asked to collect feedback from students about the TOEFL Trainings. He insisted on creating awareness among the students about the opportunities in various countries. • The Dean insisted the HoDs to make the students aware of their respective knowledge partners. • RMK NEXT GEN Reports can be utilized to identify the difficult topics of the respective units and those topics can be taught again

<p>9. Incentives and Motivation:</p> <ul style="list-style-type: none"> Recognized student achievements to boost morale. Planned motivational talks to encourage consistent effort and dedication. <p>Plan to Increase GATE Exam Participation:</p> <ul style="list-style-type: none"> Identified Potential Candidates: A list of students likely to perform well in the GATE exam was compiled. Orientation Program: <ul style="list-style-type: none"> <i>Speaker:</i> Mr. Balavinayagam B.T. (ECE Alumni) <i>Date:</i> 14.09.2024 <i>Session:</i> Dr. S. Keerthana (AP/VLSI) <i>Dates:</i> Slot between 18.09.2024 – 21.09.2024 (One day) Resources for GATE 2025: <ul style="list-style-type: none"> Distributed the GATE 2025 preparation book to AI & DS students. Encouraged students to register for the GATE exam by the deadline of 26.09.2024. Current Enrollment Status: <ul style="list-style-type: none"> Number of students enrolled: 5 out of 13. 	<ul style="list-style-type: none"> The Principal insisted on solving GATE questions during the class hours with respect to the lecture topics.
<p>CSE – Department Presenter: Dr. S. Sankar Ganesh, HoD-CSE DEPT.</p> <p>Strategies to Improve Student Performance in End-Semester Exams (ESE)</p> <p>1. Action Points for All Students:</p> <ul style="list-style-type: none"> Each faculty member is responsible for ensuring that students have hard copies of their notes and two-mark question answers ready before internal exams. For programming and problem-solving courses, assignments should be structured to develop higher-level cognitive skills. Faculty will incorporate solving previous years' ESE and GATE exam questions into class time for practice. <p>2. Support for Slow Learners:</p> <ul style="list-style-type: none"> Faculty members will help slow learners improve their writing skills by assigning daily tasks and spending 10 minutes of class time verifying their progress. 	<ul style="list-style-type: none"> The Principal insisted on arresting the herd absenteeism after the weekend. The Principal insisted on encouraging the incremental improvement of the students by appreciating them. The Principal insisted on talking to the students at the end of every unit to get the feedback on their understanding. The Principal and the Dean insisted on arranging special coaching classes for the students who still have

- Slow learners will be encouraged to present seminars during class to build confidence.
- After each class, slow learners will summarize the session to reinforce their understanding.
- Evening coaching classes for hostel students will be held from 3:30 PM to 4:45 PM on all working days for additional support.

3. Approaches to Ensure 100% Graduation:

- Prioritize first, third, and fifth semester courses during odd semesters, and second, fourth, and sixth semester courses during even semesters for focused attention.
- Course-specific meetings will be held to allocate individual faculty members to department-related subjects.
- Students will be instructed to prepare answers for previous ESE questions as part of their exam preparation.
- For mathematics-related subjects, assistance will be sought from the Science & Humanities (S&H) department.

Action Plan to Increase GATE Exam Enrollment:

- Organize informative sessions on the importance of the GATE exam, career opportunities in PSUs, and higher studies at IITs/IISc.
- Share success stories from previous batches of students who successfully cleared the GATE exam to motivate current students.
- Provide students with GATE preparation materials, including online resources, books, and previous years' question papers.

GATE Enrollment Target:

- The target for this academic year was 15 students, and 17 students have already registered for the GATE exam.

the first year and second year mathematics subjects as arrears in order to make them clear the subjects in the upcoming semesters.

CSE(CY) – Department

Presenter: Dr. N. Dharini, HoD in charge of CSE(CY)

1. Strategies to Improve Student Performance in End-Semester Exams (ESE):

- **Arrear Students:**

- Nine students with a single arrear and four students with two arrears have been identified. These students will be motivated to focus on clearing their arrears as a priority.

- **Challenging Subjects Identified for Focus:**
III Semester:

- Discrete Mathematics
- Advanced Java Programming
- Design and Analysis of Algorithms

V Semester:

- Computer Networks
- AI in Cyber Security

- **Post IAT-1 Analysis:**

- Following the IAT-1 results, a meeting was held with II-year faculty to develop strategies for improving student performance in IAT-2.
- Faculty have prepared mind maps for unit-wise topics to improve concept clarity for students.

- **Attendance Monitoring:**

- Students with attendance below 90% have been identified, and their parents have been informed to address the issue.

- **Support for Slow Learners:**

- Special coaching classes are being arranged for slow learners, with additional attention given to them and strict attendance tracking implemented.

- **Utilization of RMK NEXT GEN:**

- RMK NEXT GEN reports will be used to identify challenging topics, which will receive special focus during coaching sessions.

2. Approaches to Ensure 100% Graduation:

- The Dean advised us to improve the performance of the second year students in particular.
- The Dean emphasized the importance of ensuring that students build a strong foundation in their first-year Java programming course, in order to successfully master the advanced Java course in their third semester.
- The Principal insisted to make the students to clear those who have one and two arrears to improve the result performance of the department
- The Principal emphasized the need to help students with one or two arrears clear their exams in order to improve the department's overall performance.
- The Dean urged the counselors to meet with the parents in person for students who have arrears.

<ul style="list-style-type: none"> • Clearing Analytical Subjects Early: <ul style="list-style-type: none"> ○ Students are encouraged to clear analytical subjects during supplementary exams as soon as possible to avoid increased difficulty in later semesters. • Parent Involvement: <ul style="list-style-type: none"> ○ Periodic review meetings with the parents of students with arrears will be conducted to ensure consistent monitoring and support. <p>3. Plan to Increase GATE Exam Enrollment:</p> <ul style="list-style-type: none"> • Placement Hour Utilization: <ul style="list-style-type: none"> ○ The weekly placement hour will be alternately used to motivate students interested in higher studies, especially for GATE preparation. • Highlighting GATE Benefits: <ul style="list-style-type: none"> ○ The advantages available to GATE scorers in various government organizations will be communicated to students to generate interest. • GATE Workshops: <ul style="list-style-type: none"> ○ GATE workshops will be organized, featuring eminent resource persons to provide guidance and inspiration to students. 	
<p>MECHANICAL – Department Presenter: Dr.M.Balasubramanian, HoD MECHANICAL DEPT</p> <p>1. Strategies to Achieve a 95% Pass Rate:</p> <ul style="list-style-type: none"> • Study Plan Development: <ul style="list-style-type: none"> ○ Students should be encouraged to create personalized study plans. ○ <i>Goal Setting:</i> Break study sessions into manageable chunks and set specific, achievable goals for each session. ○ <i>Scheduling:</i> Allocate specific times for studying and adhere to the schedule consistently. • Active Learning Techniques: 	<ul style="list-style-type: none"> ● The Principal appreciated the activities conducted so far. ● The Dean insisted on cultivating the habit

- *Summarization:* After studying each topic, students should write a summary in their own words to reinforce understanding.
- *Teach Back:* Encourage students to explain the material to someone else or themselves, as teaching solidifies their grasp of the content.
- *Practice Problems:* Regularly engage with practice problems and exercises to apply learned concepts.
- **Encourage Study Groups:**
 - *Collaboration:* Motivate students to collaborate with peers to gain different perspectives and clarify doubts.
 - *Classroom Discussions:* Foster discussions among students to deepen their understanding of complex topics.
- **Focus on Weak Areas:**
 - *Identify Weaknesses:* Students should identify areas needing improvement based on internal assessments.
 - *Targeted Practice:* Extra time and attention should be devoted to addressing weak areas to boost confidence.

2. Approaches to Ensure 100% Graduation:

- **Peer Support Networks:**
 - Create study groups or peer networks to provide mutual encouragement and academic support.
- **Task Prioritization:**
 - Teach students to effectively prioritize their tasks to manage their academic workload and meet deadlines.
- **Counselor Support:**
 - Regular follow-up by counselors to track student backlogs and motivate them to prepare thoroughly for exams.
- **Revision Sessions:**
 - Subject teachers will conduct revision sessions for backlog subjects well before the exams to cover important topics.
- **Confidence-Building Tests:**
 - A series of tests covering at least 60% of the syllabus will be conducted to help students build confidence in their understanding of the material.

3. Plan of Action to Increase GATE Exam Participation:

- **Raising Awareness and Education:**
 - *Information Sessions:* Organize seminars, webinars, and workshops to inform students about the GATE exam, its significance, and the opportunities it provides.
 - *Campus Visits:* Students may be permitted to attend workshops on GATE preparation at other educational institutions.

of studying from the textbooks among students.

- Video lectures on tough topics need to be given to students
- Class Committee meeting minutes and discussion to be seriously incorporated in the action plan to improve the students' performance in the internal exams. Suggestions from students to be obtained for the better understanding of the subject.

<ul style="list-style-type: none"> ○ <i>Promotional Materials:</i> Display brochures, posters, and online content highlighting the importance of the GATE exam and featuring success stories from previous batches. ● Study Groups and Mock Tests: <ul style="list-style-type: none"> ○ Encourage students to form study groups for GATE preparation, fostering collaboration and mutual support. ○ Regularly organize mock tests and practice sessions to help students become familiar with the GATE exam format and improve their performance. ● Study Materials and Resources: <ul style="list-style-type: none"> ○ Provide access to high-quality study materials, including books, online resources, and practice papers. ● Scholarships and Financial Support: <ul style="list-style-type: none"> ○ Promote scholarships and grants specifically for GATE preparation and exam fees to remove financial barriers for students. ● Celebrating GATE Successes: <ul style="list-style-type: none"> ○ Regularly share and celebrate the achievements of students who excel in the GATE exam to inspire others. ● Alumni Networks for Guidance: <ul style="list-style-type: none"> ○ Establish strong alumni networks to provide guidance and mentorship to current students preparing for the GATE exam. 	
<p>ECE Department: Presenter: Dr.N.Gangatharan, HoD ECE DEPT</p> <p>1. Identified Tough Subjects and Proposed Subject-wise Action Plans: III Semester:</p> <ul style="list-style-type: none"> ● 22EC301 - Signals and Systems: <ul style="list-style-type: none"> ○ Strengthen foundational concepts through interactive activities such as connection games, crossword puzzles, and "just a minute" sessions. ○ Focus on step-by-step problem solving to build clarity. ○ Train students to solve a variety of problems. ○ Assign regular assignments and conduct MCQ tests. ○ Create concept maps for all units. ○ Recap the key concepts daily. ○ Senior faculty have been assigned to handle the subject. ○ Faculty members have attended FDP to improve teaching strategies. ● 22EC302 - Analog Electronics: <ul style="list-style-type: none"> ○ Assignments are planned for each unit. ○ Solve additional problems in class to enhance understanding. ○ Conduct regular tests on derivative topics. 	<ul style="list-style-type: none"> ● The Principal appreciated the activities conducted so far. ● The Dean insisted to conduct more Expert Lectures for the benefit of students and faculties ● The Principal insisted to motivate a healthy competition among students

- Hold periodic reviews during regular teaching hours.
- Weekly tutorial classes are planned to maintain interest in the subject.
- A guest lecture has been arranged for both students and faculty.
- Senior faculty members are handling the subject.
- Faculty have attended FDP for this course.

V Semester:

- **22EC501 - Digital VLSI Design:**
 - Senior faculty members have been assigned.
 - Guest lectures by subject experts and industry professionals are planned.
 - Hands-on sessions with industry experts are scheduled.
 - Regular problem-based assignments are planned.
 - Students will work on mini-projects and circuit designs using Cadence/Xilinx Vivado tools.
 - Faculty have attended relevant FDP to stay updated.
- **22EC502 - Microcontroller and Interfacing:**
 - Provide digital materials and video lectures for topic recall.
 - Recommend Coursera and edX online courses to supplement learning.
 - Use online emulators to reinforce understanding of assembly language programming.
 - Encourage students to build hands-on projects using simulation tools like Proteus or Tinkercad.
 - Promote the use of development boards such as Arduino, Raspberry Pi, or STM32.
 - Guest lectures have been conducted for both faculty and students.

VII Semester:

- **21EC701 - RF and Microwave Engineering (Lab Integrated):**
 - Faculty have attended FDP to equip themselves with updated teaching methods.
 - Group discussions and activity-based learning sessions will be conducted.
 - Effective tutorial sessions will be held.
 - Use of diverse resources for better comprehension.
 - Conduct periodic tests.
 - Provide effective evaluation and discuss keywords with students.
 - Senior faculty have been assigned.
 - Guest lectures are arranged for both faculty and students.
- **21EC702 - Optical Communication and Networks (Lab Integrated):**
 - Conduct frequent class tests.
 - Assign more work on problematic topics.
 - Implement activity-based learning strategies like quizzes, puzzles, crosswords, and connections games.

- Organize debate and brainstorming sessions on current trends in Optical Communication Networks (OCN).
- Arrange guest lectures on important topics within OCN.
- Senior faculty are leading the subject.
- Faculty have attended FDP to enhance their teaching approach.

2. Approaches to Ensure 100% Graduation:

- Provide regular counseling and focused attention to students.
- Simplify learning materials for better understanding.
- Maintain consistent follow-up and motivation to ensure progress.
- Promote peer tutoring and collaborative learning environments.
- Offer positive reinforcement to encourage student participation.
- Regularly update parents about student performance and progress.

3. Plan of Action to Increase GATE Exam Participation:

- Conduct regular evaluations and receive input from the Head of the Department (HoD).
- Scheduled meetings with HoD and GATE Coordinator Dr. R. Vijay Anandh every Saturday.
- Orientation session titled “How to Crack the GATE Exam” by Dr. S. Keerthana (VLSI Department) on 08-08-2024.
- Formed separate GATE study groups for boys and girls, with Google Classroom links created for II, III, and IV-year students.
- Current GATE enrollment:
 - II Year: 13 students
 - III Year: 11 students
 - IV Year: 14 students
- Meetings between subject experts and students are arranged to share knowledge and guidance.
- GATE related contents posted in study circle group.
- GATE related news, events and announcements like advertisement and Syllabus are shared.
- Mapping of our department subject experts with Students Volunteers done.
- Alumni Guest Speaker Mr. Balavinayagam (2013-17 Batch) is giving a session Today (14-09-2023) on the topic “Cracking the GATE: Effective Strategies for Exam Success”
- Mapping of subject expert with student volunteers
- Weekly two hours special classes planned for GATE enrolled students
- Regular monitoring by the GATE coordinator and hod
- Peer learning encouraged
- Previous Question Papers, resources will be collected and shared
- Alumni qualified in GATE will be invited to deliver talks

- Sessions will be arranged from GATE forum

Training and Placement Cell Activities: Presentation by Dr. C. Bibin, Training & Placement Coordinator

Placement Summary (2020-2024)

Department	Registered	Placed	Placement %
CSE	138	70	50.72%
ECE	117	53	45.30%
MECH	43	19	44.19%
AI & DS	47	38	80.85%
Total	345	180*	52.17%

- **Internship Offers:** 119
- **Highest Salary Offered:** 9.5 LPA
- **Number of Offers with 6 LPA and Above:** 35
- **Number of Companies Visited:** 92
- **Average Salary:** 4.24 LPA

Placement Summary (Current Data)

Department	Total	Registered	Placed	% of Placement
CSE	181	129	06	

- The Principal insisted to train yet to be placed students and they should get placement in this academic year
- The Principal and the Dean insisted on collecting Feedback on higher package placement and action plans to improve.
- The Dean insisted that analyzing the future trends in placement and enhancing student selection success should be considered and further action plans to be proposed.

ECE	175	148	03	
MECH	26	15		
AI & DS	91	72	02	
Total	473	364	11*	3.02*

- **Internship Offers:** 8
- **Highest Salary Package:** 9.5 LPA
- **Number of Offers with 6 LPA and Above:** 6 students
- **Number of Companies Visited:** 9
- **Average Salary:** 6.48 LPA

Presentation by Overall Research Cell Coordinator

The Research Coordinator Dr.M.Balasubramanian presented department wise and overall report on research activities completed so far

- WOS Publication Status
- Scopus Publication Status
- Patent Published/Granted Status
- Funding Proposals Submitted Details
- Consultancy Projects Received Status
- Vidwan Portal – Department wise and Overall College Report
- Overall Fund received by each department

- The Principal motivated to apply for funding proposals for both events and research to various funding agencies consistently.
- The Dean insisted all the HoDs to encourage their respective faculties to achieve the targets in publications/consultancy/proposals and patents.

Key Features of NBA Tier I New Format (GAPC V4.0)

Presenter: Dr. T. M. Inbamalar, NBA Coordinator

- Dr. T. M. Inbamalar introduced the NBA Tier I new format, emphasizing the key features of GAPC V4.0.

Score Distribution and Criterion Changes:

- The Principal and Dean insisted the coordinator to start preparing the documents from 2024-25 in accordance with the

- The score distribution for the program-level criterion in GAPC V4.0 was presented, totaling 880 marks.
- The differences in the number of criteria and the marks allocated for each criterion were highlighted.
- Criteria 8, 9, and 10 from the old SAR have been merged into a single Criterion 9 in GAPC V4.0, with a total weightage of 120 marks.

Update on Knowledge Levels and Program Outcomes:

- A change in the knowledge levels was noted, transitioning from BTL (Bloom's Taxonomy Levels) 1-6 to WK (Washington Accord Knowledge) 1-9.
- The update of Graduate Attributes was discussed, reducing from 12 Program Outcomes (POs) in the older format to 11 POs in GAPC V4.0. It was emphasized that this update should be implemented in practice.

Curriculum Structure Updates:

- The new curriculum structure was presented, where LTP (Lecture, Tutorial, Practical) has been updated to include SL (Self-Learning) in GAPC V4.0.

Changes in Course and Program Articulation Matrices:

- The updates to the course articulation matrix and program articulation matrix were explained, particularly the alignment with the revised 11 Program Outcomes (POs).

Additional Key Features of GAPC V4.0

Course Projects/Mini/Micro Projects:-Weightage of 10 marks for course-related projects, including mini and micro projects.

Capstone Project:-A total of 25 marks are allocated for capstone projects.

Addressing Sustainable Development Goals (SDG):-10 marks are awarded for demonstrating evidence of addressing Sustainable Development Goals (SDGs).

Student Publications:-A score of 5 marks is allocated for student publications.

NBA new formats following tier 1 category.

Membership in Professional Societies:-Emphasis on faculty and student memberships in national/international professional societies.

Faculty as Resource Persons in STTPs/FDPs:-5 marks for faculty serving as resource persons in Short-Term Training Programs (STTPs) and Faculty Development Programs (FDPs).

Faculty Contribution to SWAYAM MOOCs and E-Content Development:-5 marks for faculty involvement in the development of SWAYAM MOOCs and other e-learning content.

Faculty Certification of MOOCs:-10 marks for faculty certification of MOOCs through platforms like SWAYAM.

FDPs/STTPs Organized by the Department:-10 marks are allotted for organizing Faculty Development Programs (FDPs) or Short-Term Training Programs (STTPs) by the department.

Faculty Support for Student Innovation Projects:-10 marks are awarded for faculty involvement in supporting student innovative projects.

Faculty Internships/Training/Industry Collaborations:-10 marks for faculty internships, training, or collaboration with industry.

Institutional Seed Money/Internal Research Grants:-5 marks for providing seed money or internal research grants to faculty for research work.

Improvement in Faculty Qualification/Contribution: 15 marks are allocated for faculty improvement in qualifications and contributions.

Improvement in Academic Performance:-10 marks for notable improvements in academic performance.

Institutional Strategic Plan:-A weightage of 10 marks is given for the availability, effective implementation, and monitoring of the institutional strategic plan.

E-Governance:-5 marks are allocated for the implementation of e-governance practices within the institution.

Sustainable Development Goals (SDGs) Initiatives:-A total of 10 marks are awarded for the institution's initiatives and implementation of Sustainable Development Goals (SDGs).

Innovative Educational Initiatives:-5 marks for the adoption and implementation of innovative educational initiatives.

Outreach Activities:-5 marks for institutional outreach activities aimed at community engagement and development.

IDEA Lab Activities- Plan of Action for AY 2024-2025

Presenter: Dr S Senthil Kumar, IDEA Lab Coordinator

The plan of Action of activities to be conducted for AY 2024-2025 was listed and a detailed explanation of each activity was discussed

S.No	Name of the Activities to be conducted by an AICTE –IDEA Lab	Tentative Period	Tentative Date	Audience	Faculty Coordinator
1	Open Day for school students (one day)	Once in a month	19.08.24 and Preferably on	School Students	Dr.N.G.Praveena
2	Skilling Programs (06 Days) for Students	Every month 2 programs	05.09.24 and 10.09.24 23.09.24 to	First year Students	Dr.N.Hariharan
3	Ideation workshops (03-05 Days) for Students	Once in a month	12.09.24 to 14.09.24	Higher Semester Students	Dr.R.Vijayananth
4	FDP (06 Days)	End of the Semester	08.12.24 to 14.12.24	All Faculty	Dr.N.G.Praveena
5	Boot camps (12 Days)	During vacation Period	12.05.25 to 23.05.25	Faculty from nearby colleges,	Dr.S.Senthil kumar
6	Awareness Workshops for Industry (02 Days)	Once in a month	09.06.25 to 20.06.25	Industrial Executives	Dr.S.Senthil kumar
7	Internships (2 to 6 months)	During vacation Period	02.01.25 to 02.06.25	All Students	Dr. Shaik Hedayath Basha
8	Professional Skilling Programs (12 Days)	During vacation Period	03.02.25 to 14.02.25	First year Students	Dr.N.Hariharan
9	School Teachers Awareness Program (06 Days)	During Quarterly and Half yearly	26.05.25 to 31.05.25	School Teachers	Mr.T.P.Anish
10	Projects by School	Once in a year during National Science day	28.02.25	School Students	Mr.T.P.Anish
11	Participation in annual technical exhibitions	Allow our students to participate in Conferences, symposiums, Hackathons etc.,	Allow our students to participate in Science exhibitions conducted in various Engineering colleges, Universities etc.,	All Students	Dr.S.Senthil kumar, Dr.N.Hariharan, Dr.R.Vijayananth

- The Principal insisted on including the tentative date of conduct of events along with the faculty coordinator responsible for each planned activity.
- The Principal also insisted on mentioning the target audience for each of the planned activities.
- The Principal insisted on submitting the documents required to obtain the financial approval for the conduct of the planned events.

Strategies to improve NIRF ranking

Presenter: Dr K G Shanthi, NIRF Coordinator

- **NIRF Ranking Overview for the past years was highlighted**
 - NIRF Ranking 2024: Band 201-300
 - NIRF Ranking 2022: Band 201-250
 - NIRF Ranking 2021: Band 251-300
 - NIRF Ranking 2020: Band 251-300
- **A comparative analysis of RMKCET's scores in NIRF Engineering rankings was presented.**

Year	TLR(100)	RPC(100)	GO(100)	OI(100)	Perception (100)	Score (100)
2024	53.03	10.14	57.23	52.9	3.91	36.078
2023	51.02	10.92	58.58	51.51	6.6	36.109
2022	48.83	5.98	51.12	50.76	2.12	31.955
2021	44.78	1.3	56.2	52.46	0	30.31
2020	43.64	1.66	46.34	58.19	0	28.677
2019	43.16	1.61	48.21	53.07	1.63	28.543
2018	41.74	3.09	51	52.09	0	28.858

- **A summary of ranking parameters and their respective weightages was provided.**

S. No.	Parameters	Marks	Weightage
1	Teaching, Learning & Resources (TLR)	100	0.30
2	Research and Professional Practice (RPC)	100	0.30
3	Graduation Outcomes (GO)	100	0.20
4	Outreach and Inclusivity (OI)	100	0.10
5	Perception	100	0.10

- **Identified Shortcomings:**
 - Median Salary: Currently low.
 - Women Diversity: Below expectation (50% women students).
 - Faculty Retention: Low experience levels among faculty.

- The Dean and Principal emphasized to concentrate on the areas of identified pitfalls and encouraged the coordinator and the members to take necessary actions so as to move from the Band 201-300 to band 101-200 in the forthcoming year.

- PhD Faculty: Insufficient number of faculty with PhDs.
- Student Diversity: Low percentage of students from other states/countries.
- Perception Score: Needs improvement.
- Economically and Socially Challenged Students (ESCS): Low percentage of UG students receiving full tuition fee reimbursement.
- **Action Plan for Improvement:**
 - Perception Improvement: To be conducted exhaustively.
 - Increase Faculty with PhDs: Efforts to be made to raise the number of PhD-qualified faculty members.
 - Enhance Median Salary: Strategies to be developed to improve the median salary.
 - Increase Women Diversity: Aim for 50% women students.
 - Improve Faculty Retention: Address issues related to faculty retention.
 - Increase Student Diversity: Target higher percentages of students from other states and countries.
 - Improve ESCS Support: Increase support for economically and socially challenged students.
 - Higher Education and Placement: Address the decreasing percentage in higher education and placement rates.

The presentation focused on analyzing past and current NIRF rankings, identifying shortcomings, and outlining an action plan to achieve a rank below the 100 band. Emphasis was placed on improving perception, faculty qualifications, median salary, diversity, and support for economically challenged students to enhance overall rankings and performance.

ISO Audit Preparedness

Presenter: Ms. A Akila, Management Representative

ISO External Audit - Observations conducted on 03.10.2023 & 04.10.2023 provided the following observations:

1. **Faculty Subject Allocation:**-Faculty subject allocation is to be done after receiving faculty acceptance.
2. **CDP Content Verification:** CDP content is to be verified monthly by Heads of Departments (HODs).
3. **Lecture Plan Adherence:** -Lecture plans should be aligned with the syllabus requirements.
4. **Remedial Classes:**-A standard procedure should be in place for providing remedial classes to slow learners.

- The Dean informed the coordinator to include the Faculty Development Programs conducted semester wise by eminent professors from IIT,NIT etc to be considered as a base for Faculty Subject allocation.
- The Principal informed the coordinator to circulate the previous

- 5. **Book Purchase & Verification:**-Book purchase and verification need to be verified department incharges.
- 6. **Library Feedback:**-Feedback is to be collected from students regarding library services.

ISO 21001 Certification External Audit Preparedness:

- ISO 21001 certification boards have been printed and distributed to all relevant departments.
- ISO 21001 Certification Training is scheduled for 20 faculty members across various departments.The allocation of faculty is as follows:

S.No	Department	Faculty Count
1	AI & DS	3
2	CSE	5
3	CSE (CS)	3
4	ECE	4
5	EE – VDT	1
6	S & H	4

Upcoming Internal Audits:

- ISO Internal Audit is scheduled for 18.09.2024, 19.09.2024, and 20.09.2024.
- A meeting was conducted with ISO auditors on 13.09.2024.
- The ISO External Audit is planned for October 2024.

External Audit Scheduling:

- Communication with TUV India Pvt. Ltd. has been made to schedule the external audit.

The presentation outlined upcoming audit schedules and training initiatives to ensure compliance with ISO 21000 EOMS standards.

- year audit findings and observations to all the departments once again before the commencement of the ISO internal audit
- The Principal insisted to complete the ISO 21001 auditor training to the new batch of faculty members soon in order to obtain internal auditor certification.

Action plan to achieve target number of NSS events as required for AQAR preparation

Presenter: Mr. T. Sundareswaran T - NSS Coordinator

- **Basic NSS Activities:**
 - **Tree Plantation:** Regular tree planting activities.
 - **Blood Donation Camps:** Organizing blood donation drives.
 - **Health Awareness Rallies:** Conducting rallies to promote health awareness.

The Dean and Principal insisted to plan more activities with tentative dates of plan and to complete as many activities as

<ul style="list-style-type: none"> ○ Medical Camps: Providing medical services through camps. ○ Stage Shows/Processions: Creating awareness about social problems, education, and cleanliness through performances and processions. ○ Competitions: Organizing slogan, essay, and poster-making competitions to raise awareness about general issues. ● List of Planned Activities for AY 2024-2025: <ul style="list-style-type: none"> ○ Tree Plantation: To be carried out in and around the RMKCET campus during September 2024. ○ Medical Camp to be conducted during October 2024: <ul style="list-style-type: none"> ■ Proposed Activities: Vision check-ups, blood pressure monitoring, blood sugar level testing, and body mass index checking. ○ Yoga for Wellbeing to be conducted during November 2024: <ul style="list-style-type: none"> ■ Proposed Activities: Basic yoga exercises, meditation, and basic breathing exercises. ○ Stress Management to be conducted during December 2024: <ul style="list-style-type: none"> ■ Focused on the wellbeing of students and faculty. ○ Psychological Development Awareness to be conducted during January 2025: <ul style="list-style-type: none"> ■ Promoting awareness about psychological development. ○ World Health Day Celebrations to be conducted during February 2025: Activities to mark World Health Day is planned to be conducted. ○ Blood Donation Camp to be conducted during March 2025: <ul style="list-style-type: none"> ■ Organizing a dedicated blood donation drive. ○ Safe Driving Awareness to be conducted during April 2024: <ul style="list-style-type: none"> ■ Target Group: Drivers of RMK Group of Institutions. ■ Proposed Activities: Fire safety training (including use of fire extinguishers), first aid awareness, and promotion of healthy habits. 	<p>possible for each academic year.</p>
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Address by the Principal:

Principal greeted all the members of the IQAC and appreciated HoDs and Coordinators for their excellent presentation. Principal motivated all the HoDs to encourage their students to consistently perform well in all the internal exams and to maintain long term goals in order to improve their performance in End semester examination and also to achieve 100% graduation for the department. He also motivated to work towards the goal of bringing our Institution in the band of within 200 NIRF Ranking. He informed the NBA and ISO Coordinators to complete all the documentations in time. He informed the HoDs to implement their strategies to improve the ESE and graduation percentage. He insisted the NSS coordinator to improve the number of activities to be conducted for 2024-25. He strongly urged the HoDs to prepare at least 5 students out of every 60 intake to prepare and appear for the GATE exams and also to provide necessary awareness and coaching for the same.

Address by the Dean Academics: Dean Academics greeted all the IQAC members, HoDs and various other coordinators. He appreciated the efforts taken by the coordinators so far for the previous year 2023-24 and encouraged them to bring more laurels to the institutions in terms of NIRF Ranking, ISO and NBA Accreditation. He appreciated the HoDs for presenting their strategies to improve ESE performance and 100 % graduation. He emphasized the importance of taking up GATE exams by the students in order to grab government job offers and also for their

higher studies. He insisted to conduct more number of activities utilizing the AICTE IDEA lab facilities of our institution. He appreciated the efforts taken by the Placement coordinator for conducting various training programs for faculty members and students. He also appreciated the efforts taken by the ISO, NBA and NIRF coordinators in consolidating the documentations.

Copy to:

- The Chairman//Vice-Chairman/Advisor for kind information
- All HODs, Academic Coordinator
- Administrative Officer
- All Cell conveners,
- NBA &NAAC Coordinator
- All faculty members

N. / 19/09/23
Principal
Convener-IQAC