



Coimbatore Institute of Management and Technology

An Autonomous Institute approved by AICTE and affiliated to Bharathiar University

Accredited with 'A' Grade by NAAC

Vellimalaipattinam | Narasipuram (Post) | Thondamuthur (Via) | Coimbatore - 641 109

COIMBATORE INSTITUTE OF MANAGEMENT AND TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL

Ref: CIMAT/IQAC/2016/2

20/09/2016

MEETING NOTICE

The 9th Internal Quality Assurance Cell meeting of Coimbatore Institute of Management and Technology is scheduled to be held on 27/09/2016 (Tuesday) at 11.00 a.m. in the CIMAT Board Room to discuss the items cited under the agenda.

AGENDA

1. To approve and confirm the 8th Internal Quality Assurance Cell meeting minutes held on 24/5/2016.
2. To approve the composition of IQAC members.
3. To approve and authorise the activities of the department.
4. To validate and verify the Curriculum Innovations.
5. To review teaching and learning outcomes.
6. To review research and extension activities.
7. To approve infrastructure development.
8. To confirm student support and progression.
9. To approve quality initiatives by the institution
10. To support functions of statutory and non-statutory bodies.
11. To implement best practices and innovations.
12. Any other items with the approval of the chairman.


PRINCIPAL

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MINUTES OF THE MEETING

COMMITTEE NAME	IQAC	MEETING NUMBER	02/2016-17
MEETING DATE	27/09/2016	MEETING PLACE	CIMAT Board Room

Members Present

S.No	Name	Designation	Signature
1	Dr.Ramamurthi. K	Chairperson/Head of the Institution	
2	Dr.R.Geethalakshmi	Internal Member/Senior Faculty	
3	Ms. Priyadharshini. N	Internal Member/Senior Faculty	
4	Dr.K.T.Vijay Karthigeyan	Internal Member/Senior Faculty	
5	Shri. K. Thangavelu	Internal Member/Member from Management	
6	Dr.M. Manickam	Internal Member/Senior administrative officer	
7	Mr. S.Ramasubramaniam	Internal Member/Senior administrative officer	
8	Shri. S. Subramaniam	External Member/Local Society	
9	Ms. Janani. N	Internal Member/Student Representative	
10	Mr. Ramkumar.M	External Member/Alumni	
11	Dr. K. A. Chinnaraju	Internal Member/Employer	
12	Mr. Settu. K	External Member/Industry	
13	Ms.Pranavi Jai	External Member/Stakeholder	
14	Mr.Saravanan.V	IQAC coordinator	



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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

COMMITTEE NAME	IQAC	MEETING NUMBER	02/2016-17
MEETING DATE	27/09/2016	MEETING PLACE	CIMAT Board Room

The principal welcomed the members and presented the Coimbatore Institute of Management and Technology (Autonomous) activities from June-2016 to Sep-2016. After the presentation, the following items in the agenda were taken for discussion individually.

Item 9.1: To confirm the minutes of the 8th meeting held on 24/5/2016

The principal placed on the table the minutes IQAC meeting held on 24/5/2016

Resolution: Resolved to approve the minutes of the last IQAC meeting held in 24/5/2016.

Item 9.2: To approve the composition of the IQAC members.

The principal briefly presented the member list to the Board of members. A New member list of IQAC was also placed on the table. After discussion, the following resolution was unanimously passed.

Resolution: Resolved and approved the composition of the IQAC members.

Item 9.3: To approve and authorise academic activities such as Student induction programs as per UGC guidelines, Mapping of COs and POs, Orientation program, Adding number of value-added courses, ICT Tools development, Career guidance program for the students, arranging Conferences, Developing online learning resources, Developing LMS, Examination reforms, Research Publications etc., of the college since the last IQAC meeting.

The principal briefly presented the college's activities. After discussion, the following resolution was unanimously passed.



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Resolution: Resolved and approved that the academic activities of the college for the period from June-2016 to Sep-2016 are appreciated.

Item 9.4: To validate and verify the Curriculum Innovations

The principal placed on the table an analysis of the feedback on the curriculum from the stakeholders viz, students, faculty and recruiters.

The updates of the 9th Board of studies meeting for the AY 2016-17 conducted from June-2016 to Sep-2016 were presented.

The details of value-added courses are shown in the table for approval.

S.No	Program Title	Start Date	End date
1	Advanced Excel	5-9-2016	26-09-2016
2	Personality Development	28-09-2016	20-10-2016
3	Business Ethics and Corporate Governance	4-7-2016	25-07-2016
4	GST Registrations and Returns	26-07-2016	16-08-2016

Resolution: Resolved to approve curriculum developments.

Item 9.5: To report and review Teaching and Learning Outcomes.

The principal placed the Teaching and Learning practices such as Student centric methods, Mentor-Mentee Schemes, Academic Calendar and Teaching plans, percentage of student complaints/grievances, The learning outcomes PO/CO/GA, Result Analysis of the End Semester examination held on 16-May Pass percentage of students on the table during the AY 2016-17.

Resolution: Approve the Teaching and Learning Outcomes during the AY 2016-17.

Item 9.6: Discuss and review Research and Extension Activities for the AY 2016-17.





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The principal was placed on the table of research and extension activities such as Extension and outreach programs, Continuous motivation to the faculty members to apply research projects and Mobilization of funds seed money for research for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the following plan of Activities for the AY 2016-17

Item 9.7: To approve Infrastructure Development.

The principal is placed on the Infrastructure Development table for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the developments in infrastructure for the AY 2016-17.

Item 9.8: To approve and verify Student Support and Progression

The principal was placed on the Student Support and Progression table for the AY 2016-17. After discussion, the following resolution was passed.

Career guidance and Career awareness initiatives and Strengthening alumni engagement done during the period are presented. Technical Training, Aptitude and soft skill training were given to pre-final years.

Recruitment statistics for the year 2016-17 were presented.

Resolution: Approved the Student Support and Progression for the AY 2016-17.

Item 9.9: To approve Quality initiatives by the institution

The principal, placed on the table of quality initiatives such as Feedback collection mechanism from stakeholders and action taken to plan, Conducting Quality audits, Quality improvement programs for teachers, Strengthening of



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the IQAC infrastructure and workforce and Submission of an AQAR etc., for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the Functions of Statutory and Non-Statutory bodies for the AY 2016-17.

Item 9.10: To approve Functions of Statutory and Non-Statutory bodies

The principal placed the Functions of Statutory and Non-Statutory bodies on the table for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the Functions of Statutory and Non-Statutory bodies for the AY 2016-17.

Item 9.11: To implement Best Practices and Innovations

The principal was placed on the table about Best Practices and Innovations for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Approve the Best Practices and Innovations for the AY 2016-17.

Mr.Saravanan.V, Coimbatore Institute of Management and Technology (Autonomous), sought the continued support of the members by sharing their rich knowledge and vast experience for furthering the mission of the Institute and proposed a vote of thanks to all the members for making the meeting a grand success.

DATE:27/09/2016


IQAC COORDINATOR


PRINCIPAL

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COIMBATORE INSTITUTE OF MANAGEMENT AND TECHNOLOGY

INTERNAL QUALITY ASSURANCE CELL

Ref: CIMAT/IQAC/2017/1

2/5/2017

MEETING NOTICE

The 10th Internal Quality Assurance Cell meeting of Coimbatore Institute of Management and Technology is scheduled to be held on 19/05/2017 (Friday) at 02.00 p.m. in the CIMAT Board Room to discuss the items cited under the agenda.

AGENDA

1. To approve and confirm the 9th Internal Quality Assurance Cell meeting minutes held on 27/09/2016.
2. To approve the composition of IQAC members.
3. To approve and authorise the activities of the department.
4. To validate and verify the Curriculum Innovations.
5. To review teaching and learning outcomes.
6. To review research and extension activities.
7. To approve infrastructure development.
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MINUTES OF THE MEETING

COMMITTEE NAME	IQAC	MEETING NUMBER	01/2016-17
MEETING DATE	19/05/2017	MEETING PLACE	CIMAT Board Room

Members Present

S.No	Name	Designation	Signature
1	Dr.Ramamurthi. K	Chairperson/Head of the Institution	
2	Dr.R.Geethalakshmi	Internal Member/Senior Faculty	
3	Ms. Priyadharshini. N	Internal Member/Senior Faculty	
4	Dr.K.T.Vijay Karthigeyan	Internal Member/Senior Faculty	
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ACTION TAKEN REPORT

COMMITTEE NAME	IQAC	MEETING NUMBER	01/2016-17
MEETING DATE	19/05/2017	MEETING PLACE	CIMAT Board Room

The principal welcomed the members and presented the Coimbatore Institute of Management and Technology (Autonomous) activities from Oct-2016 to May-2017. After the presentation, the following items in the agenda were taken for discussion individually.

Item 10.1: To confirm the minutes of the 9th meeting held on 27/09/2016

The principal placed on the table the minutes IQAC meeting held on 27/09/2016

Resolution: Resolved to approve the minutes of the last IQAC meeting held on 27/09/2016.

Item 10.2: To approve the composition of the IQAC members.

The principal briefly presented the member list to the Board of members. A New member list of IQAC was also placed on the table. After discussion, the following resolution was unanimously passed.

Resolution: Resolved and approved the composition of the IQAC members.

Item 10.3: To approve and authorise the academic activities such as Academic audit, Academic research and administrative infrastructure, Teaching and learning pedagogies etc., of the college since the last IQAC meeting.

The principal briefly presented the college's activities. After discussion, the following resolution was unanimously passed.

Resolution: Resolved and approved that the academic activities of the college for the period from Oct-2016 to May-2017 are appreciated.



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The principal placed on the table an analysis of the feedback on the curriculum from the stakeholders viz, students, faculty and recruiters.

The updates of the 10th Board of studies meeting for the AY 2016-17 conducted from Oct-2016 to May-2017 were presented.

The details of value-added courses are shown in the table for approval.

S.No	Program Title	Start Date	End date
1	Internet of Things	09-01-2017	31-01-2017
2	Public Speaking	01-02-2017	21-02-2017
3	E-Marketing	22-02-2017	14-03-2017
4	Transactions Allowed in Linear Line Yards (Tally) for managers	04-01-2017	25-01-2017
5	Corporate Skills for Executives	27-01-2017	16-02-2017
6	Stress and Anger Management	17-02-2017	09-03-2017

Resolution: Resolved to approve curriculum developments.

Item 10.5: To report and review Teaching and Learning Outcomes.

The principal placed the Teaching and Learning practices such as Student centric methods, Mentor-Mentee Schemes, Academic Calendar and Teaching plans, percentage of student complaints/grievances, The learning outcomes PO/CO/GA, Result Analysis of the End Semester examination 16-Dec, Pass percentage of students on the table during the AY 2016-17.

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The principal was placed on the table of research and extension activities, such as Institutional social responsibility programs, Programs for non-teaching staff members, To improve the extension activities and Training for administrative staff for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the following plan of Activities for the AY 2016-17

Item 10.7: To approve Infrastructure Development.

The principal is placed on the Infrastructure Development table, Such as Energy, Environment, and Green audits for the AY 2016-17. After discussion, the following resolution was passed.

Resolution: Resolved to approve the developments in infrastructure for the AY 2016-17.

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