

# HINDUSTHAN INSTITUTE OF TECHNOLOGY

## COIMBATORE – 641 032

Constitution of internal Quality Assurance Cell (IQAC) – Orders issued – Reg.

21.12.2018

The following members will constitute the Internal Quality Assurance Cell of National Assessment and Accreditation Council (NAAC). The coordinator is requested to conduct meeting at least once in every quarter and send the minutes to the undersigned.

Sl. No.	Name of the Member	Position	Full Address
1	Dr.C.Natarajan	Principal / Chairman	Principal, Hindusthan Institute of Technology, Coimbatore – 641 032
2	Dr.S.R.Rajabalayanan	Administrative Officer	HOD/Mechanical Engineering, Hindusthan Institute Of Technology, Coimbatore – 641 032.
3	<b>Dr. P.Jeyalakhmi</b>	<b>Member</b>	<b>HOD/AUTO, Hindusthan Institute Of Technology, Coimbatore – 641 032.</b>
4	Dr.B.Paulchamy	Member	HOD/ECE, Hindusthan Institute Of Technology, Coimbatore – 641 032.
5	Dr.S.Uma	Member	HOD/Information Technology, Hindusthan Institute Of Technology, Coimbatore – 641 032.
6	Dr.K.Prabhakar	Member	Director / MBA Hindusthan Institute Of Technology, Coimbatore – 641 032.
7	Dr.R.P.Thangaraj	Member	Dean / S & H Hindusthan Institute Of Technology, Coimbatore – 641 032.
8	Dr. K.P.Dhanabalakrishnan	Member	HOD/AERO, Hindusthan Institute Of Technology, Coimbatore – 641 032.
9	Dr.S.Jeya Bharathi	Member	Associate Professor / MCA, Hindusthan Institute Of Technology, Coimbatore – 641 032.
10	Mrs.K.Priya Sathish Prabhu	Member from Management	Hindusthan Educational Institutions, Behind Nava India, Coimbatore – 641 028
11	Dr.N.Kathirvel	Nominee (Local Society)	166, Lakshmi Navaz, Mullai Nagar, Othakkalmandapam, Coimbatore – 641 032

12	Mr.E.Sivarajan Ennarasu	Nominee (Alumini)	Team Leader, TELECOM, 964, 3 <sup>rd</sup> floor, MR Complex, Bengaluru, Karnataka – 560 102
13	P.Karthikeyan	Nominee (Industrialist)	Business Development Engineer Axis Global Automation, No. 33, Near Manis Theater, Andal Street, Lakshmipuram, Coimbatore – 641 004
14	Mr.P.Swamy Nathan	Nominee from Employer	70, Mullai Nagar, Othakkalmandapam, Coimbatore – 641 032
15	<b>Dr. A. Jameer Basha</b>	Coordinator	HOD/CSE, Hindusthan Institute Of Technology, Coimbatore – 641 032.

Points to be read:

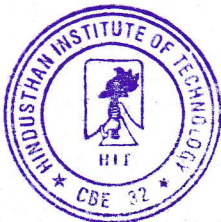
- Due to resignation of former NAAC Coordinator Dr. P.Prathap, HOD/AUTO, Dr.A.Jameer Basha, HOD/ CSE has been nominated as NAAC Coordinator. Hereafter he will be the incharge for all the NAAC Committee activities.
- And also Dr.P.Jeyalakshmi has been promoted as Head of the department of Automobile Engineering. Hereafter he will be member for IQAC from the Automobile Engineering Department.
- The membership of nominated members shall be for a period of two years.
- The quorum for the meeting shall be two-third of the total number of members.
- The agenda, minutes and Action Taken Report are to be documented with official signatures and maintained electronically in a retrievable format by the coordinator.

Head of the Institution  
Chairperson / IQAC

**Dr. C. Natarajan, ME.Ph.D.,**  
**PRINCIPAL**  
Hindusthan Institute of Technology  
Coimbatore - 641 032.

Copy to.

1. Heads of all departments
2. All individuals
3. File



**HINDUSTHAN INSTITUTE OF TECHNOLOGY,  
COIMBATORE-32.  
INTERNAL QUALITY ASSURANCE CELL**

**CIRCULAR**


**HIT/IQAC/CC/12**


**21/03/19**

The **Twelfth IQAC meeting**(Academic year 2018-19)will be conducted on **29/03/2019, 02.30 P.M** at **Principal Board room**, Hindusthan Institute of technology. The constitute members of the cell are requested to attend the meeting without fail.

Agenda of the meeting is as follows

- Previous meeting – Action taken
- Implementation of outcome based education
- Preparation for UGC autonomous visit
- Department wise industry interaction
- MoU and Centre of excellence
- Faculty development programmes
- Submission of research and other grant status
- Consultancy activities
- Updation of NAAC files
- Any other matter

  
Coordinator 21/3/19  
IQAC

  
Chairperson 21.2.19  
IQAC

**HINDUSTHAN INSTITUTE OF TECHNOLOGY,  
COIMBATORE-32.**

**MINUTES OF THE MEETING OF THE 12<sup>th</sup> IQAC HELD ON 29<sup>th</sup> MARCH 2019 AT  
02.30PM IN PRINCIPAL BOARD ROOM**

A meeting of the committee constituted for Internal Quality Assurance Cell was held in Principal board room on 29<sup>th</sup> March 2019 at 02.30P.M under the Chairmanship of **Dr. C. Natarajan**, Principal, Hindusthan Institute of Technology, Coimbatore.

**Agenda:-**

- Previous meeting – Action taken
- Implementation of outcome based education
- Preparation for UGC autonomous visit
- Department wise Industry Interaction
- MoU and Centre of excellence
- Faculty development programmes
- Submission of research and other grant status
- Consultancy activities
- Updation of NAAC files
- Any other matter

**Members Present:**

1. Dr.C. Natarajan	Principal/Chairperson
2. Dr.S.R.Rajabalayanan	Administrative Officer
3. Dr.P.Jeyalakshmi	Member
4. Dr.B.Paulchamy	Member
5. Dr.S.Uma	Member
6. Dr.K. Prabhakar	Member
7. Dr.R.P.Thangaraj	Member
8. Dr.K.P.Dhanabalakrishnan	Member
9. Dr.S.JeyaBharathi	Member
10. Mrs.K.PriyaSatish Prabhu	Member from Management
11. Mr.Kathirvel	Nominee
12. Mr.E.SivarajanEnnarasu	Nominee (Alumni)
13. Mr.S.Sathesh	Nominee
14. Mr.Swamy Nathan	Nominee
15. Dr.A.Jameer Basha	Coordinator

Thereafter, the agenda items were taken up for discussions with the permission of chair.

#### **Previous meeting – Action taken**

- The action taken report of previous meeting held on 16<sup>th</sup> November 2018 was read by IQAC Coordinator and the progress is verified.

#### **Implementation of outcome based education**

- The chairperson asked the individual departments to perform their Course Outcome (CO) assessments as per the methods fixed for each subject.
- The chairperson instructed to carry out Program Outcome attainment for the 2018-2019 batch students.
- The necessary action plan should be drafted for the Program Outcomes which are not up to the target level and must be submitted to the Department Advisory Committee for further approval.
- Revision of targets for PO's can be made, if needed.

#### **Preparation for UGC autonomous visit**

- As per the plan of moving towards autonomous status, all the department heads and autonomous incharges are asked to update necessary files then and there.
- The chairperson also said that the Anna University Inspection committee will be expected to come on 2<sup>nd</sup> week of April, 2019.

#### **Department wise Industry Interaction**

- The chairperson verified the status of student participation in the internship offered through Internshala.
- Targets to individual department for Industrial Interaction had been fixed for the betterment of students through Internships, Trainings, etc.
- The chairperson appreciated the heads of various departments for sending their wards to the industry for internship / project training during the vacation period. The details of internship training details are attached below.

Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Internship (AUTO)	Ambal Training Institute	26.11.18 to 01.12.18	05
Project work & Job Training (IT)	Global Software Solution (GSS)	Feb 2019	42
	Tekhnotuf	Feb 2019	28
Internship (MECH)	M/s. CRI Pumps	January 2019 to May 2019	15
	M/s. PC & Sons Casting		9
	M/s. G-Plast Engineering		8
	M/s. Sri Krishna Industries		3
	M/s. Annai Engineering		1

### MoU and Centre of excellence

- The chairperson appreciated the following heads for signing MoU with leading companies and he has also asked the remaining department to do the same. He has also suggested that approach atleast one company per academic year for MoU.

Organisation	Date of MoU. signed
Global Software Solution (GSS) – (IT)	22.09.2018
Renewtech Energies – (MECH)	22.03.2019
Taneja Aerospace & Aviation Ltd, Bangalore – (AERO)	Under progress
SRT TATA Motors – (AUTO)	Under progress

### Faculty development programmes

- The chairperson asked the Heads of various departments to motivate their students and make them to participate in more national and International level events and Competitions to enhance their skills.
- Faculty members are instructed to attend Faculty Development Programme and Short Term Training Programs organized by IITs and Reputed Institutions during the vacation period.

### Submission of research and other grant status

- The chairperson asked the faculty members to utilize the upcoming vacation period to publish more books and research works in reputed journals, national and international conferences.
- The chairperson asked the faculty members to apply for Travel grants from various funding agencies for attending International Conference in foreign countries.

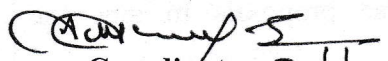
- The chairperson appreciated the Heads of various departments for getting funds through various agencies during the past years. He also asked to motivate the faculty members to submit more number of proposals to the funding agency.
- Minimum of three research proposals in the thrust areas of each department should be prepared under the guidance of senior faculty members and the same should be submitted to funding agencies.


### **Consultancy activities**

- The chairperson asked the entire department HOD's to improve Industry Interaction through which consultancy activities will be carried out.
- All the faculty members are asked to develop skills in recent trends and generate funds through consultancy projects.

### **Updation of NAAC files**

- The chairperson advised all the Department NAAC Coordinators to fine tune all the files & keep it ready.
- The meeting came to an end at 04.30 P.M

  
Coordinator 30/2/19  
IQAC

  
Chairperson 21.3.19  
IQAC

**HINDUSTHAN INSTITUTE OF TECHNOLOGY,  
COIMBATORE - 32.**

**INTERNAL QUALITY ASSURANCE CELL**

**ACTION TAKEN REPORT**

Sl. No	Points discussed	Action Taken
1.	MoU with Leading companies	<b>Aeronautical department</b> approached <b>Taneja Aerospace &amp; Aviation Ltd, Bangalore</b> , and the <b>MoU is in under the process</b> Similarly <b>Automobile department</b> approached <b>SRT TATA MOTORS, Coimbatore</b> , which is also in process. And also they are very interested to recruit our students; The campus placement is expected in the 1 <sup>st</sup> week of April.
2.	Autonomous file completion	All the department heads and incharges are asked to update the files on time. HOD's are asked to ensure file completion within May 2019.
3.	Proposal to various funding agency	All the department faculty members are asked to send minimum three proposals to any one funding agency. HOD's are asked to verify the completion before vacation period.

  
Coordinator  
IQAC

  
Chairperson  
IQAC  
5.4.19

Copy to,

1. The Principal – for kind information
2. All individual IQAC members
3. File