



KV INSTITUTE OF MANAGEMENT AND INFORMATION STUDIES

Grooming Leaders of Tomorrow | Approved By AICTE - New Delhi, Permanently Affiliated to Anna University, Chennai
No. 545, Sathy Main Road, Kurumbapalayam Post, Coimbatore, Tamil Nadu - 641107.
Web: www.kvimis.co.in | Email: info@kvimis.co.in.

CIRCULAR

Date: 30/12/2022

INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

This is to inform that the **Internal Quality Assurance Cell (IQAC) Meeting** is scheduled on 07-01-2023, 10.00 A.M. to 1.00 P.M at the Board Room, KV Institute of Management and Information Studies. The Members are hereby requested to attend the meeting and give your valuable inputs.

Agenda

1. Review and confirmation of minutes of last IQAC Meeting
2. Organising Internal Conference
3. Improving Alumni involvement
4. Faculty Publications
5. Usage of E learning resources
6. Usage of Library
7. Extension and Outreach Activities
8. Placement Status Report
9. Any other Matters


Director – IQAC


Principal

Copy To:

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| 1 | Dr. Vidhya M. | Principal - Chairman |
| 2 | Dr. Kumar C. | Professor - Coordinator/ Director – IQAC |
| 3 | Dr. Sulthan A | Assistant Professor – Member |
| 4 | Ms. Shiny S | Assistant Professor - Member |
| 5 | Dr. Harris Kumar D | Assistant Professor – Member |
| 6 | Dr. Yasotha.M | Assistant Professor – Member |
| 7 | Mr. Chinnasamy D. | Management Representative |
| 8 | Ms. Priya . | Administrative Officer – Member |
| 9 | Ms. Maria Jennita | Alumni – Member |
| 10 | Ms. Gopika J. | Student – Member |
| 11 | Mr. Ganesh, | Sr. Manager, Apple Freight Logistics – Member |
| 12 | Mr. Ravi K, | CFO, Roots Industries Industries -Member |
| 13 | Mr. Manimaran R. | Parent - Member |



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MINUTES OF THE MEETING – INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 07/01/2023

Venue: Academic Block Board Room, KVIM

Time: 10.00 am

The following Members were present.

S. No	Name of the Member	Role
1	Dr. Vidhya M.	Principal - Chairman
2	Dr. Kumar C.	Professor - Coordinator/ Director – IQAC
3	Dr. Sulthan A	Assistant Professor – Member
4	Ms. Shiny S	Assistant Professor - Member
5	Dr. Harris Kumar D	Assistant Professor – Member
6	Dr. Yasotha.M	Assistant Professor – Member
7	Mr. Chinnasamy D.	Management Representative
8	Ms. Priya	Administrative Officer – Member
9	Ms. Maria Jennita	Alumni – Member
10	Ms. Gopika J.	Student – Member
11	Mr. Ganesh,	Sr. Manager, Apple Freight Logistics – Member
12	Mr. Ravi K,	CFO, Roots Industries Industries -Member
13	Mr. Manimaran R.	Parent - Member

Recommendations by the IQAC

S.No	Agenda	Details of Discussion/Suggestion	Member Responsible and Target date
1	Review and confirmation of minutes of last IQAC Meeting	The minutes and the Action Taken Report of the previous meeting held on 08/10/2022 was reviewed and confirmed.	
2	Organising Internal Conference	The committee suggested the Director-Research to organise International conferences every year. It was discussed to conduct conferences from the year 2023-2024	Director - Research
3	Improving Alumni involvement	Discussions made on the involvement of Alumni, and it was told to make necessary steps to involve alumni	Director – Outreach

		and make them contribute more in the development of the institution.	
4	Faculty Publications	Faculty publications and research papers presented during the year was discussed. It was suggested to publish more research papers in peer reviewed and indexed journals and to publish text books on the subject area by faculty members. The committee emphasis More emphasis was given on research by student and faculty members. Requested the Director – Research to prepare the Short Term and Long Term Perspective Research Plans to make progress in research.	Director Research
5	Usage of E learning resources	Suggested to take initiatives for motivating students to make use of the e-learning resources to a larger extent.	Director – Academics
6	Usage of Library	Recommended to take initiatives for motivating faculty and students to make use of Physical Library Resources and e-Library Resources to a larger extent.	Librarian
7	Extension and Outreach Activities	Requested the Director concern to organize more number of extension/outreach activities, adopting some villages/ Tribal Villages, which aid students to gain the social concern.	Director Enrollments
8	Placement Status Report	Requested the Director Placement to provide the status of placements on a weekly basis to the Website Team which can be Scrolled on the website. That also to be published in the institute's social media.	Director Placements and Social Media Incharge


Director – IQAC


Chairman



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INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

ATTENDANCE SHEET

Date: 07/01/2023

Venue: Academic Block Board Room, KVIM

Time: 10.00 am

S. No	Name of the Member	Role	Signature
1	Dr. Vidhya M.	Principal - Chairman	
2	Dr. Kumar C.	Professor - Coordinator/ Director – IQAC	
3	Dr. Sulthan A	Assistant Professor – Member	
4	Ms. Shiny S	Assistant Professor - Member	
5	Dr. Harris Kumar D	Assistant Professor – Member	
6	Dr. Yasotha.M	Assistant Professor – Member	
7	Mr. Chinnasamy D.	Management Representative	- Absent -
8	Ms. Priya.	Administrative Officer – Member	
9	Ms. Maria Jennita	Alumni – Member	
10	Ms. Gopika J.	Student – Member	
11	Mr. Ganesh	Sr. Manager, Apple Freight Logistics – Member	
12	Mr. Ravi k,	CFO, Roots Industries -Member	
13	Mr. Manimaran R.	Parent - Member	