



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: 29/09/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

This is to inform that the **Internal Quality Assurance Cell (IQAC) Meeting** is scheduled on 07-10-2023, 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. Registration for "Institution's Innovation Council"
3. Document Upload for IIQA
4. Certificate Programme on "R-Tools"
5. Strategies for Admissions
6. Academic Audit
7. NAAC Progress
8. Any other Matters


Director – IQAC


Principal

Copy To:

- | | | |
|----|-------------------------|--|
| 1 | Dr. Vidhya M. | Principal - Chairman |
| 2 | Dr. Iyyappan K. | 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. Kousalya Devi | Professor – Member |
| 7 | Dr. Kumar C. | Management Representative |
| 8 | Mr. Raghu M. | Administrative Officer – Member |
| 9 | Mr. Vihas V. | Alumni – Member |
| 10 | Ms. Gopika J. | Student – Member |
| 11 | Mr. Arun S. K | CEO, Audi Coimbatore– Member |
| 12 | Dr. S. R. Madhan Sankar | Academician -Member |
| 13 | Mr. Manimaran R. | Parent - Member |



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

Date: 07/10/2023

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. Iyyappan K.	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. Kousalya Devi	Professor – Member
7	Dr. Kumar C.	Management Representative
8	Mr. Raghu M.	Administrative Officer – Member
9	Mr. Vihas V.	Alumni – Member
10	Ms. Gopika J.	Student – Member
11	Mr. Arun S. K.	CEO, Audi Coimbatore - Member
12	Dr. S. R. Madhan Sankar	Academician -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 18/07/2023 was reviewed and confirmed.	
2	Registration for “Institution’s Innovation Council”	Recommended to establish “Institution’s Innovation Council” Cell in the institute. The objectives of this initiative is to create a vibrant local innovation ecosystem, Start-up supporting Mechanism in the institution.	Principal

3	Document Upload for IQA	Discussion was made on uploading documents in NAAC portal. It was decided to register in NAAC portal on 16-11-2023 and to upload the IQA on or before 30-11-2023.	IQAC
4	Certificate Programme on "R-Tools"	Suggested to plan for conducting a Certificate Programme on "R-Tools" after framing the syllabus for the proposed course and after giving due publicity to the students and public.	Director – Research
5	Strategies for Admissions	Requested the Director – Admissions to develop strategies to Admit good quality of students (Creamy layer) so as to improve the quality of the graduated students. Also requested to submit the report in the next IQAC meeting.	Director – Admissions
6	Academic Audit	Recommended to conduct Academic Audit to facilitate the overall functioning of teaching learning process and to develop accountability of both individual faculty and the department.	Director - IQAC
7	NAAC Progress	The Director IQAC presented the progress of the NAAC documentation and updated the status of the Documentation process	-


Director – IQAC


Chairman
PRINCIPAL
K. V. Institute of Management
Information Studies,
545, Sathy Mahal Road,
Kurumbapalayam (P. O.)
Coimbatore - 641 107.



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INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

ATTENDANCE SHEET

Date: 07/10/2023

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. Iyyappan K.	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	
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12	Dr. Madhan Shankar S. R.	Academician -Member	
13	Mr. Manimaran R.	Parent - Member	