



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: 02/07/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

This is to inform that the **Internal Quality Assurance Cell (IQAC) Meeting** is scheduled on 10-07-2021, 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. Constitution of IQAC and introduced the members of the IQAC
2. Proposal for NAAC Accreditation
3. Enhancing Industry and Academia Relationships
4. Preparation of Perspective Plans
5. Modality for Industry Internship
6. Any other Matters

Director – IQAC

Principal

Copy To:

- | | | |
|-----|--------------------|---|
| 1. | Dr. Vidhya M., | Principal - Chairman |
| 2. | Dr. Kumar C., | Professor - Coordinator/ Director – IQAC |
| 3. | Dr. Raji Jannet, | Assistant Professor – Member |
| 4. | Dr. Yasotha.M, | Assistant Professor - Member |
| 5. | Dr. Karthika.M, | Assistant Professor – Member |
| 6. | Dr. Sashikala.V, | Assistant Professor – Member |
| 7. | Mr. Chinnsamy D., | Management Representative |
| 8. | Mr. Raghu M., | Administrative Officer – Member |
| 9. | Ms. Maria Jennita, | Alumni – Member |
| 10. | Mr. Vihav V., | Student – Member |
| 11. | Mr. Ganesh, | Sr. Manager, Apple Freight Logistics – Member |
| 12. | Mr. Ravi K, | CFO, Roots Industries - Member |

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



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.

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

Date: 10/07/2021

Venue: Academic Block Board Room, KVIM

Time: 10.00 am

The following Members were present.

- | | | |
|-----|--------------------|---|
| 1. | Dr. Vidhya M., | Principal - Chairman |
| 2. | Dr. Kumar C., | Professor - Coordinator/ Director – IQAC |
| 3. | Dr. Raji Jannet, | Assistant Professor – Member |
| 4. | Dr. Yasotha.M, | Assistant Professor - Member |
| 5. | Dr. Karthika.M, | Assistant Professor – Member |
| 6. | Dr. Sashikala.V, | Assistant Professor – Member |
| 7. | Mr. Chinnasamy D., | Management Representative |
| 8. | Mr. Raghu M., | Administrative Officer – Member |
| 9. | Ms. Maria Jennita, | Alumni – Member |
| 10. | Mr. Vihass V., | Student – Member |
| 11. | Mr. Ganesh, | Sr. Manager, Apple Freight Logistics – Member |
| 12. | Mr. Ravi K, | CFO, Roots Industries - Member |

Recommendations by the IQAC

S.No	Agenda	Details of Discussion/Suggestion	Member Responsible and Target date
1	Constitution of IQAC and introduced the members of the IQAC	The IQAC for KV Institution has been constituted as per the guidelines. The list of members is enclosed. The IQAC Director made a detailed presentation about the composition of the IQAC. He also presented about the Objectives and Function of IQAC	-
2	Proposal for NAAC Accreditation	Discussions made on the proposal submitted by the Principal for applying NAAC accreditation. The committee also suggested that the documentation tasks to be done as per NAAC requirements.	-
3	Enhancing Industry and Academia Relationships	Suggested the Director-Outreach to initiate measures for enhancing Industry and the Institute relationships. This is in order to make the Faculty members to visit different companies for exploring the possibilities of activities such as Internship,	Director – Outreach

		Industry Projects, Guest /Expert Lecture, Placements, etc. Also, further efforts are required for Identification of Industry for MoUs / Consultancy /Collaborative work.	
4	Preparation of Perspective Plans	Requested the Directors to prepare perspective action plans for their respective departments With Achievable Outcome/ Goals.	All Directors
5	Modality for Industry Internship	Suggested the Director – Academics to take initiatives to make necessary modifications in he summer internship for the blended AIMA BizLab and immersion in the industry each for 15 days respectively.	Director – Academics


Director – IQAC


Chairman

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



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.

INTERNAL QUALITY ASSURANCE CELL (IQAC) – MEETING

ATTENDANCE SHEET

Date: 10/07/2021

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. Raji Jannet	Assistant Professor – Member	
4	Dr. Yasotha.M	Assistant Professor - Member	
5	Dr. Karthika.M	Assistant Professor – Member	
6	Dr. Sashikala.V	Assistant Professor – Member	
7	Mr. Chinnasamy D.	Management Representative	
8	Mr. Raghu M.	Administrative Officer – Member	
9	Ms. Maria Jennita	Alumni – Member	
10	Mr. Vihas V.	Student – Member	
11	Mr. Ganesh	Sr. Manager, Apple Freight Logistics – Member	
12	Mr. Ravi k,	CFO, Roots Industries -Member	