

## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/1

10.06.2021

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

It is proposed to convene a meeting of HiTech-IQAC Members on 12.06.2021 at 11.30 a.m. in Board room. All IQAC Members, HoD s and Department IQAC Coordinators are requested to attend the meeting.

#### Agenda:

- 1.Review on activities carried out during 2020-2021
- 2.Discussion on IQAC Activities for the Academic year 2021-22
- 3.Preparation of AQAR 2020-21

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
10/6/21



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

#### Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 12.06.2021/11.30 am                                          |
| Venue           | Board Room                                                   |

The first meeting in the academic year 2021-2022 of IQAC has been held on 12.06.2021. Dr. S.R. Rajabalayanan, Coordinator IQAC gave welcome address. Dr. C. Natarajan, Chairman, IQAC presided over the meeting.

### Details of Discussion

1. The activities carried out during 2020-2021 have been submitted to the members. Suggestions were given to improve number of activities for the up coming year
2. It is decided to fix targets for paper publications, research proposal submission and patent applications
3. Academic audit committee has been requested to schedule the audit process.
4. The details of AQAR for the academic year 2020-21 have been reviewed.

Dr. S.R. Rajabalayanan  
Coordinator-IQAC



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





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                             |
|-----------------|-------------------------------------------------------------|
| Meeting Details | IQAC –Members,HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 12.06.2021/11.30 am                                         |
| Venue           | Board Room                                                  |

| S.No | Name of Member             | Designation & Address                                                                    | Signature   |
|------|----------------------------|------------------------------------------------------------------------------------------|-------------|
| 1.   | Dr.K.Karunakaran           | Chief Executive Officer                                                                  | Online Mode |
| 2.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology                                            | C.N.        |
| 3.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                                                                         | S.R.        |
| 4.   | Dr.K.Bharath               | Associate Professor, MBA                                                                 | K.B.        |
| 5.   | Dr.A.Jameer Basha          | Professor & Head /CSE                                                                    | A.J.        |
| 6.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                                                                   | K.P.        |
| 7.   | Dr.B Paulchamy             | Professor & Head /ECE                                                                    | B.P.        |
| 8.   | Dr.M Duraipandian          | Professor & Head /IT                                                                     | M.D.        |
| 9.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                                                                 | L.V.        |
| 10.  | Dr.S.Jeyabharathi          | Professor & Head /S&H                                                                    | S.J.        |
| 11.  | Dr.V.Sureshbabu            | Controller of Examination                                                                | V.S.        |
| 12.  | Mr.V.Shanmugasundaram      | Librarian                                                                                | V.S.        |
| 13.  | Mrs.R.Gandhimathi          | Office Manager                                                                           | R.G.        |
| 14.  | Mr.Chliveri Vinay          | IV Year Student/CSE                                                                      | Online Mode |
| 15.  | Er.J.Karthikh              | Managing Partner<br>M/s.starbulls financial services intermediation<br>Coimbatore-641011 | Online Mode |
| 16.  | Mr.Ahamed Shahabath        | CEO, I –Arch NATA Coaching Centre<br>Coimbatore-641012                                   | Online Mode |
| 17.  | Mr.Srinivasan Padmanabhan  | Managing Director<br>M/s.Easy Design Systems Pvt Ltd<br>Coimbatore                       | Online Mode |
| 18.  | Er.G Shajan                | Director /Medical Division<br>Microtech Polymers, Coimbatore                             | Online Mode |
| 19.  | Mr.Maheswaran              | Department Coordinator/AERO                                                              | M.H.        |
| 20.  | Mr.R. Arun                 | Department Coordinator/CSE                                                               | R.A.        |
| 21.  | Dr.K. Mahendran            | Department Coordinator/ECE                                                               | K.M.        |
| 22.  | Ms.U. Elakkiya             | Department Coordinator/IT                                                                | U.E.        |
| 23.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                                                              | A.J.        |
| 24.  | Dr.P. Jayachitra           | Department Coordinator/S&H                                                               | P.J.        |
| 25.  | Mrs.S.Sangeetha            | Department Coordinator/MBA                                                               | S.S.        |





## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 12.06.2021/11.30 am                 |
| Venue           | Board Room                          |

| S.No | Details of Discussion                                                                | Action Taken                                                                                                                                                                                                                                          |
|------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Review on activities carried out during 2020-2021                                    | As the pandemic is over, and the physical classes are started, It is decided to have more numbers of programs during 2021-2022. The coordinators of clubs and committees have been requested to submit schedule of activities                         |
| 2    | Targets for paper publications, research proposal submission and patent applications | Department level research coordinators have been requested to provide status of research publication, books/book chapter publications and patent details. HoD s have been requested to fix targets with respect to research for their faculty members |
| 3    | Academic audit Schedule                                                              | Academic audit committee has been requested to schedule the audit process. NBA/NAAC/ISO details are to be included in audit process                                                                                                                   |
| 4    | Review of AQAR for the academic year 2020-21                                         | Department IQAC Coordinators have been requested to provide the status of data collection for the academic year 2020-2021                                                                                                                             |

Dr.S.R.Rajabalayanan  
Coordinator-IQAC

Principal



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

## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/2

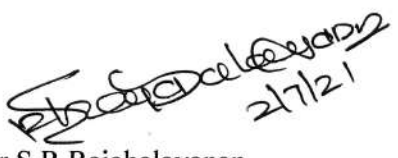
02.07.2021

### CIRCULAR

It is informed that HiTech –IQAC meeting is proposed on 5<sup>th</sup> July 2023 at 2.30 pm in Board room. HoD s and Department IQAC Coordinators are requested to attend the meeting.

#### Agenda:

1. Slow learners coaching class-Academics committee activities
2. Commemoration of National and International days
3. Review on AQAR 2020-21

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
27/21

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

#### Copy to

1. HoDs
2. Department IQAC Coordinators



## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 05.07.2021/02.30 pm                                          |
| Venue           | Board Room                                                   |

HoDs and Department IQAC coordinators have attended this meeting

### Details of Discussion

1. It is decided to provide special coaching classes for slow learners
2. National and International level important days have been identified and it is proposed to commemorate those days every month
3. AQAR Details have been reviewed

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
6/7/21



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



# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                               |
|-----------------|-----------------------------------------------|
| Meeting Details | HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 05.07.2021/02.30 pm                           |
| Venue           | Board Room                                    |

| S.No | Name of Member             | Designation & Address                         | Signature             |
|------|----------------------------|-----------------------------------------------|-----------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                  |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.Rajabalayanan     |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath             |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.Jameer Basha        |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P.Dhanabalakrishnan |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.Paulchamy           |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.Duraipandian        |
| 8.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                      | L.Vijayakumar         |
| 9.   | Dr.S.Jeyabharathi          | Professor & Head /S&H                         | S.Jeyabharathi        |
| 10.  | Dr.V.Sureshbabu            | Controller of Examination                     | V.Sureshbabu          |
| 11.  | Mr.N.Maheswaran            | Department Coordinator/AERO                   | N.Maheswaran          |
| 12.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R.Arun                |
| 13.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K.Mahendran           |
| 14.  | Ms.U. Elakkiya             | Department Coordinator/IT                     | U.Elakkiya            |
| 15.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.Jeevarathinam       |
| 16.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.Jayachitra          |
| 17.  | Mrs.Sangeetha              | Department Coordinator/MBA                    | Sangeetha             |





## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 05.07.2021/02.30 pm                 |
| Venue           | Board Room                          |

| S.No | Details of Discussion                            | Action Taken                                                                                                                   |
|------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 1    | Special coaching classes for slow learners       | Academics committee has been formed with members from each department and schedule for coaching classes has been proposed      |
| 2    | Commemoration of National and International days | Coordinators of various Clubs and committees have been assigned to have the celebration of important days with specific themes |
| 3    | Review of AQAR for the academic year 2020-21     | The criteria wise details have been reviewed and feed back given                                                               |

*S.R. Rajabalan*  
6/7/21  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

*C.N.*  
Principal  
6/7/21



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



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/3

30.07.2021

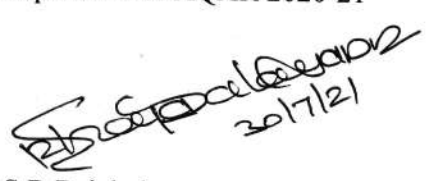
### CIRCULAR

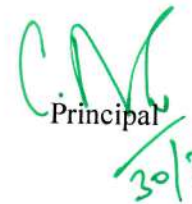
Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested to attend a meeting on 31<sup>st</sup> July 2021 at 11.30 a.m. in Board room to discuss the following details

Agenda:

1. Reconstitution of few clubs and committees
2. Independence day celebration
3. Preparation of AQAR 2020-21

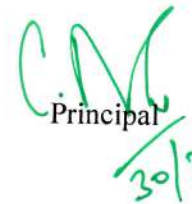
  
Dr.S.R.Rajabalan  
Coordinator-IQAC

  
Principal

Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators



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

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 31.07.2021/3.30 pm                                           |
| Venue           | Board Room                                                   |

### Details of Discussion

1. The coordinators for Science Club and Tamil mandram have to be assigned to faculty members of Science and Humanities
2. It is decided to have celebration of Independence day with the presence of all students and faculty members
3. The department IQAC coordinators have been requested to submit the AQAR Details. The filled in details of Part B of AQAR report may kindly be sent to [iqac@hit.edu.in](mailto:iqac@hit.edu.in) on or before 13.08.2021.

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
31/7/21

  
Coordinator  
31/7/21





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                             |
|-----------------|-------------------------------------------------------------|
| Meeting Details | IQAC –Members,HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 31.07.2021/3.30 pm                                          |
| Venue           | Board Room                                                  |

| S.No | Name of Member             | Designation & Address                         | Signature             |
|------|----------------------------|-----------------------------------------------|-----------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                  |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.                  |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath             |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.J.                  |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P.Dhanabalakrishnan |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.P.                  |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.D.                  |
| 8.   | Dr.L. Vijayakumar          | Professor & Head /Pharma                      | L.V.                  |
| 9.   | Dr.S.Jeyabharathi          | Professor & Head /S&H                         | S.J.                  |
| 10.  | Mrs.R.Gandhimathi          | Office Manager                                | R.Gandhimathi         |
| 11.  | Mr.N.Maheswaran            | Department Coordinator/AERO                   | N.M.                  |
| 12.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R.A.                  |
| 13.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K.M.                  |
| 14.  | Ms.U. Elakkiya             | Department Coordinator/IT                     | U.E.                  |
| 15.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.J.                  |
| 16.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.J.                  |
| 17.  | Mrs.Sangeetha              | Department Coordinator/MBA                    | Sangeetha             |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 31.07.2021/3.30 pm                  |
| Venue           | Board Room                          |

| S.No | Details of Discussion                                         | Action Taken                                                                                                                                   |
|------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Assignment of Coordinators for Science Club and Tamil mandram | Dr.R.Sivakumar -Science Club<br>Ms.Manimegalai-Tamil Mandram                                                                                   |
| 2    | Celebration of Independence day                               | NCC Officer and NSS Incharge have been requested to make necessary arrangements                                                                |
| 3    | AQAR Details                                                  | The filled in details of Part B of AQAR report have to be sent to <a href="mailto:iqac@hit.edu.in">iqac@hit.edu.in</a> on or before 13.08.2021 |

Dr.S.R.Rajabalayanan  
Coordinator-IQAC

C.N.G.  
Principal  
2/8/21



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



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/4

21.09.2021

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested to attend a meeting on 24.09.2021 at 10.30 a.m. in Board room

Agenda:

1. Celebration of National and International Commemorative days
2. Review on Seed money research proposal
3. Slow learners coaching classes

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
21/9/21

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

Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 24.09.2021 /10.30 am                                         |
| Venue           | Board Room                                                   |

### Details of Discussion

1. The coordinators of committees and clubs have been requested to submit the schedule of activities in particular with celebration of national and international festivals
2. Research seed money proposals- Review on applications
3. Academics committee has been requested to plan for the slow learners coaching classes

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal

24/9/21



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





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                               |
|-----------------|-----------------------------------------------|
| Meeting Details | HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 24.09.2021 /10.30 am                          |
| Venue           | Board Room                                    |

| S.No | Name of Member             | Designation & Address                         | Signature              |
|------|----------------------------|-----------------------------------------------|------------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                   |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.Rajabalayanan      |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath              |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.Jameer Basha         |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P. Dhanabalakrishnan |
| 6.   | B Paulchamy                | Professor & Head /ECE                         | B Paulchamy            |
| 7.   | M Duraipandian             | Professor & Head /IT                          | M. Duraipandian        |
| 8.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                      | L.Vijayakumar          |
| 9.   | S.Jeyabharathi             | Professor & Head /S&H                         | S.Jeyabharathi         |
| 10.  | Dr.V.Sureshbabu            | Controller of Examination                     | V.Sureshbabu           |
| 11.  | Mr.V.Shanmugasundaram      | Librarian                                     | V.Shanmugasundaram     |
| 12.  | Mrs.R.Gandhimathi          | Office Manager                                | R.Gandhimathi          |
| 13.  | Mr.Maheswaran              | Department Coordinator/AERO                   | Maheswaran             |
| 14.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R. Arun                |
| 15.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K. Mahendran           |
| 16.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.Jeevarathinam        |
| 17.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P. Jayachitra          |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC –HoDs and Coordinators Meeting |
| Date & Time     | 24.09.2021 /10.30 am                |
| Venue           | Board Room                          |

The circular regarding celebration of national and international days of importance has been given by IQAC coordinator

Research coordinator has been requested to extend the date for submission of research seed money proposals

Slow learners coaching classes are to be scheduled during 4.30pm to 5.30pm

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
22/9/21



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



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/5

20.10.2021

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested to attend a meeting on 21<sup>st</sup> October 2021 at 11.30 a.m. in Board room to discuss the following details

1. IIC Activities
2. Data for applying-Ranking -Digital Index 2021 Ranking
3. AICTE -Faculty details uploading
4. Anna University affiliation process

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

  
Principal  
20/10/21

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

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 21.10.2021/11.30 am                                          |
| Venue           | Board Room                                                   |

The following points have been discussed

1. IIC Activities
2. Data for applying-Ranking -Digital Index 2021 Ranking
3. AICTE –Faculty details uploading
4. Anna University affiliation process
5. Disciplinary committee-activities

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal

21/10/21



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





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 21.10.2021/11.30 am                                          |
| Venue           | Board Room                                                   |

| S.No | Name of Member             | Designation & Address                         | Signature                    |
|------|----------------------------|-----------------------------------------------|------------------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.G.                       |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | <del>S.R.Rajabalayanan</del> |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath                    |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | <del>A.Jameer Basha</del>    |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P.Dhanabalakrishnan        |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.P.                         |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.D.                         |
| 8.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                      | L.V.                         |
| 9.   | Mr.R. Arun                 | Department Coordinator/CSE                    | R.Arun                       |
| 10.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K.M.                         |
| 11.  | Ms.U. Elakkiya             | Department Coordinator/IT                     | U.E.                         |
| 12.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.J.                         |
| 13.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.J.                         |
| 14.  | Mrs.S.Sangeetha            | Department Coordinator/MBA                    | S.Sangeetha                  |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC –HoDs and Coordinators Meeting |
| Date & Time     | 21.10.2021/11.30 am                 |
| Venue           | Board Room                          |

| S.No | Details of Discussion                                  | Action Taken                                                                                                             |
|------|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| 1    | IIC Activities                                         | It is decided to conduct a minimum of 3 activities in the first quarter                                                  |
| 2    | Data for applying-Ranking - Digital Index 2021 Ranking | Department coordinators have been requested to submit the details for ranking application to Mr.S.Udhayakumar            |
| 3    | AICTE –Faculty details uploading                       | Department coordinators and HoDs are requested to endorse the name list of faculty members to be uploaded in the portal. |
| 4    | Anna University affiliation process                    |                                                                                                                          |
| 5    | Disciplinary committee-activities                      | Discipline committee members have been assigned to monitor during intervals and in the evening hours                     |

*S.R. Rajabalan*  
25/10/21  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



*C.N. Natarajan*  
25/10/21  
Principal  
Dr. C. Natarajan, M.E.Ph.D.,  
PRINCIPAL  
Hindusthan Institute of Technology  
Coimbatore - 641 032.



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/6

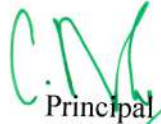
23.11.2021

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested attend a meeting on 25.11.2021 at 3.30 p.m. in Board room

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
23/11/21

Dr. C. Narayanaraj, M.E., Ph.D.,  
PRINCIPAL  
Hindusthan Institute of Technology  
Coimbatore - 641 032.

Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators



## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 25.11.2021/3.30 pm                                           |
| Venue           | Board Room                                                   |

### Details of Discussion

- Organization of awareness programs for elimination of single use plastics and alternatives for the use of plastics.
- Review of Energy and Environment Management committee activities
- The department IQAC coordinators have been requested to submit the AQAR Details. The filled in details of Part B of AQAR report may be sent to iqac@hit.edu.in on or before 13.12.2021.

*S.R. Rajabalan*  
26/11/21  
Dr.S.R.Rajabalan  
Coordinator-IQAC

*C.N.*  
Principal  
26/11/21



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





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 25.11.2021/3.30 pm                                           |
| Venue           | Board Room                                                   |

| S.No | Name of Member             | Designation & Address                         | Signature              |
|------|----------------------------|-----------------------------------------------|------------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                   |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.R.                 |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath              |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.Jameer Basha         |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P. Dhanabalakrishnan |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.Paulchamy            |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.Duraipandian         |
| 8.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                      | L.Vijayakumar          |
| 9.   | Dr.S.Jeyabharathi          | Professor & Head /S&H                         | S.Jeyabharathi         |
| 10.  | Mr.N.Maheswaran            | Department Coordinator/AERO                   | N.Maheswaran           |
| 11.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R.Arun                 |
| 12.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.Jeevarathinam        |
| 13.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.Jayachitra           |
| 14.  | Mrs.S.Sangeetha            | Department Coordinator/MBA                    | S.Sangeetha            |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 25.11.2021/3.30 pm                  |
| Venue           | Board Room                          |

NSS,NCC,E waste management club and Green Club coordinators have been requested to organize series of programs to create awareness for elimination of single use plastics and alternatives for the use of plastics.

The preliminary energy audit schedule has to be prepared by Energy and Environment Management committee

The department IQAC coordinators have been requested to submit the AQAR Details. The filled in details of Part B of AQAR report may kindly be sent to iqac@hit.edu.in on or before 13.08.2021

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
25/11/21

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



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/7

06.01.2022

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested attend a meeting on 8th January 2022 at 11.30 a.m. in Board room to discuss the following details

Agenda:

1. Academic Council Meeting
2. Celebration of Republic Day

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
6/1/22



Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

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

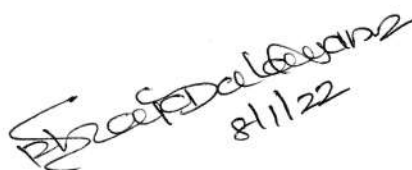
## Internal Quality Assurance Cell

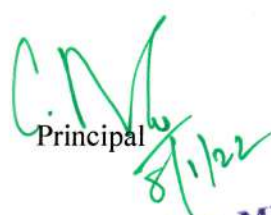
### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 08.01.2022/11.30 am                                          |
| Venue           | Board Room                                                   |

### Details of Discussion

1. HoDs and Department coordinators have been requested to submit the details required for Academic council meeting
2. It is decided to have celebration of Republic day with the presence of all students and faculty members

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal

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







# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 08.01.2022/11.30 am                                          |
| Venue           | Board Room                                                   |

| S.No | Name of Member             | Designation & Address                         | Signature              |
|------|----------------------------|-----------------------------------------------|------------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                   |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.Rajabalayanan      |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath              |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.Jameer Basha         |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P. Dhanabalakrishnan |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.P.                   |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.D.                   |
| 8.   | Dr.L. Vijayakumar          | Professor & Head /Pharma                      | L.V.                   |
| 9.   | Dr.S.Jeyabharathi          | Professor & Head /S&H                         | S.Jeyabharathi         |
| 10.  | Dr.V.Sureshbabu            | Controller of Examination                     | V.S.                   |
| 11.  | Mr.V.Shanmugasundaram      | Librarian                                     | V.S.                   |
| 12.  | Mrs.R.Gandhimathi          | Office Manager                                | R.Gandhimathi          |
| 13.  | Mr.N.Maheswaran            | Department Coordinator/AERO                   | N.M.                   |
| 14.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R.Arun                 |
| 15.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K.M.                   |
| 16.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.J.                   |
| 17.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.J.                   |
| 18.  | Mrs.Sangeetha              | Department Coordinator/MBA                    | Sangeetha              |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 08.01.2022/11.30 am                 |
| Venue           | Board Room                          |

1. The details have been compiled and the academic council meeting has been scheduled on 10<sup>th</sup> January 2022
2. It is decided to have celebration of Republic day with the presence of all students and faculty members: NCC and NSS Coordinators have been requested to arrange for the celebration

*S.R. Rajabalan*  
10/01/2022  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



*C.N.M.*  
Principal  
10/1/22  
Dr. C. Natarajan, ME.Ph.D.,  
PRINCIPAL  
Hindusthan Institute of Technology  
Coimbatore - 641 032.



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/8

05.04.2022

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested attend a meeting on 09.04.2022 at 11.00 a.m. in Board room

*S.R. Rajabalayanan*  
5/4/22  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

*C.N.G.*  
Principal  
5/4/22



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

Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 09.04.2022/11.00am                                           |
| Venue           | Board Room                                                   |

### Points discussed

1. Submission of Report for the Activities under Azadi ka Amrit Mohotsav (AKAM) for the month of March to April 2022
2. Submission of Proposals for Glue grants
3. NDLI Club Orientation program

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

  
Principal  
9/4/22



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





# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 09.04.2022/11.00am                                           |
| Venue           | Board Room                                                   |

| S.No | Name of Member        | Designation & Address                         | Signature           |
|------|-----------------------|-----------------------------------------------|---------------------|
| 1.   | Dr.C.Natarajan        | Principal, Hindusthan Institute of Technology | C.N.                |
| 2.   | Dr.S.R.Rajabalayanan  | Coordinator-IQAC                              | S.R.Rajabalayanan   |
| 3.   | Dr.K.Bharath          | Associate Professor , MBA                     | K. Bharath          |
| 4.   | Dr.A.Jameer Basha     | Professor & Head /CSE                         | A. Jameer Basha     |
| 5.   | Dr.L. Vijayakumar     | Professor & Head /Pharma                      | L. Vijayakumar      |
| 6.   | Mr.V.Shanmugasundaram | Librarian                                     | V. Shanmugasundaram |
| 7.   | Mr.N.Maheswaran       | Department Coordinator/AERO                   | N. Maheswaran       |
| 8.   | Mr.R. Arun            | Department Coordinator/CSE                    | R. Arun             |
| 9.   | Dr.K. Mahendran       | Department Coordinator/ECE                    | K. Mahendran        |
| 10.  | Mr.A.Jeevarathinam    | Department Coordinator/MECH                   | A. Jeevarathinam    |
| 11.  | Dr.P. Jayachitra      | Department Coordinator/S&H                    | P. Jayachitra       |
| 12.  | Mrs.Sangeetha         | Department Coordinator/MBA                    | Sangeetha           |

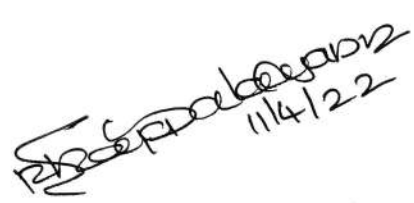


## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC –HoDs and Coordinators Meeting |
| Date & Time     | 09.04.2022/11.00am                  |
| Venue           | Board Room                          |

1. Submission of Report for the Activities under Azadi ka Amrit Mohotsav (AKAM) for the month of March to April 2022: The coordinators organized programs under AKAM have been directed to submit the reports as per the prescribed format and the same have been uploaded in AKAM Portal
2. Submission of Proposals for Glue grants: Each department is submitting project proposal
3. NDLI Club Orientation program: NDLI club has been initiated and orientation program has been conducted with 150 student members

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
11/4/22

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



## Internal Quality Assurance Cell

HITECH/IQAC/2021-22/9

24.05.2022

### CIRCULAR

Sub: HiTech -IQAC Members meeting-reg

HiTech-IQAC Members, HoDs and Department Coordinators are requested attend a meeting on 26.05.2022 at 11.30 a.m. in Board room to discuss the following details

Agenda:

1. Reconstitution of Internal Complaints Committee
2. Compliance of Anti ragging committee
3. Review on research seed money projects

  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC



  
Principal  
24/5/22

Dr. C. Natarajan, M.A., M.D.,  
PRINCIPAL  
Hindusthan Institute of Technology  
Coimbatore - 641 032.

Copy to

1. IQAC Members
2. HoDs
3. Department IQAC Coordinators

## Internal Quality Assurance Cell

### Minutes of Meeting

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 26.05.2022/11.30am                                           |
| Venue           | Board Room                                                   |

### Details of Discussion

1. Reconstitution of Internal Complaints Committee: The committee has been reconstituted with the inclusion of external stack holders
2. Compliance of Anti ragging committee: The details pertaining to anti ragging compliance have to be collected and intimated
3. Review on research seed money projects: The second review for seed money proposals has to be scheduled

  
Dr.S.R.Rajabalayan  
Coordinator-IQAC

  
Principal  
26/5/22

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







# Hindusthan Institute of Technology

An Autonomous Institution, Approved by AICTE, New Delhi

Accredited with "A" Grade by NAAC

Affiliated to Anna University

Valley Campus, Pollachi Highway, Coimbatore – 641032.

## Internal Quality Assurance Cell



### Details of Participants

|                 |                                                              |
|-----------------|--------------------------------------------------------------|
| Meeting Details | IQAC –Members, HoDs and Department IQAC Coordinators Meeting |
| Date & Time     | 26.05.2022/11.30am                                           |
| Venue           | Board Room                                                   |

| S.No | Name of Member             | Designation & Address                         | Signature             |
|------|----------------------------|-----------------------------------------------|-----------------------|
| 1.   | Dr.C.Natarajan             | Principal, Hindusthan Institute of Technology | C.N.                  |
| 2.   | Dr.S.R.Rajabalayanan       | Coordinator-IQAC                              | S.R.Rajabalayanan     |
| 3.   | Dr.K.Bharath               | Associate Professor , MBA                     | K.Bharath             |
| 4.   | Dr.A.Jameer Basha          | Professor & Head /CSE                         | A.Jameer Basha        |
| 5.   | Dr. K.P. Dhanabalakrishnan | Professor & Head /AERO                        | K.P.Dhanabalakrishnan |
| 6.   | Dr.B Paulchamy             | Professor & Head /ECE                         | B.Paulchamy           |
| 7.   | Dr.M Duraipandian          | Professor & Head /IT                          | M.Duraipandian        |
| 8.   | Dr.L.Vijayakumar           | Professor & Head /Pharma                      | L.Vijayakumar         |
| 9.   | Dr.S.Jeyabharathi          | Professor & Head /S&H                         | S.Jeyabharathi        |
| 10.  | Dr.V.Sureshbabu            | Controller of Examination                     | V.Sureshbabu          |
| 11.  | Mr.Maheswaran              | Department Coordinator/AERO                   | Maheswaran            |
| 12.  | Mr.R. Arun                 | Department Coordinator/CSE                    | R.Arun                |
| 13.  | Dr.K. Mahendran            | Department Coordinator/ECE                    | K.Mahendran           |
| 14.  | Mr.A.Jeevarathinam         | Department Coordinator/MECH                   | A.Jeevarathinam       |
| 15.  | Dr.P. Jayachitra           | Department Coordinator/S&H                    | P.Jayachitra          |
| 16.  | Mrs.Sangeetha              | Department Coordinator/MBA                    | Sangeetha             |



## Internal Quality Assurance Cell

### Action Taken report

|                 |                                     |
|-----------------|-------------------------------------|
| Meeting Details | IQAC -HoDs and Coordinators Meeting |
| Date & Time     | 26.05.2022/11.30am                  |
| Venue           | Board Room                          |

| S.No | Details of Discussion                           | Action Taken                                                                         |
|------|-------------------------------------------------|--------------------------------------------------------------------------------------|
| 1    | Reconstitution of Internal Complaints Committee | The committee details have been submitted to Social welfare department through post  |
| 2    | Compliance of Anti ragging committee            | The details have been uploaded in the web portal                                     |
| 3    | Review on research seed money projects          | Research coordinator has scheduled the review meeting during first week of June 2022 |

*[Signature]*  
27/05/2022  
Dr.S.R.Rajabalayanan  
Coordinator-IQAC

*[Signature]*  
Principal  
27/5/22



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