



COIMBATORE INSTITUTE OF TECHNOLOGY

(Government Aided Autonomous Institution)

(Affiliated to Anna University, Chennai & Approved by AICTE, New Delhi)

Established in 1956, A unit of V. Rangasamy Naidu Educational Trust

CIVIL AERODROME POST, COIMBATORE - 641 014, TAMILNADU, INDIA

Internal Quality Assurance Cell (IQAC) Minutes of the 12th Internal IQAC Meeting

Date: 13 July 2026

Time: 3:00 PM

Venue: M208

Chair: Dr. A. Rajeswari, Principal, Coimbatore Institute of Technology (CIT)

The Principal welcomed all internal and external members of the cell and presented the agenda for the meeting. Dr. A. N. Senthilvel, Professor and Director / Coordinator, IQAC, presented the contents of the PPT, highlighting the quality improvement measures drafted in the preparatory HoD- and Dean-level meetings conducted in June 2026, and elaborated on the proposed attendance-marking system, measures to strengthen the internal and external academic audit processes, and the restructuring of the existing audit framework. The Director / Coordinator emphasized that the IQAC should play a pivotal role in ensuring the quality and effectiveness of academic audits.

Agenda of the Meeting

- Confirmation and brief overview of the previous two IQAC meetings.
- Quality improvement measures in the academic process, with special emphasis on examination reforms.
- Any other matter.

1. Confirmation of Previous Minutes

The minutes of the 10th and 11th IQAC meetings were briefly reviewed, confirmed, and approved by the members present.

2. Quality Improvement Measures & Examination Reforms

2.1 Academic Audit Framework

Dr. A. N. Senthilvel detailed the proposed two-track audit framework:

- **External Audit:** - will be conducted once per semester after end-semester results are published, using independent experts nominated from IITs, NITs, and Institutes of Eminence.
- **Internal Audit:** - twice a semester, after each mid-semester test as per the existing pattern. The departmental internal committee will comprise of the HoD (Chair), one departmental faculty member, and one senior faculty member from other department.

It was resolved that all academic procedures, policies, and revised audit formats should be communicated to all faculty members and supporting staff to ensure uniform implementation.

Discussion & Inputs

- Dr. A. Rajeswari suggested that, since the draft template of the new NBA Self-Assessment Report (SAR) has changed, IQAC must assume a highly stringent role in all audit procedures.
- Dr. S. Vasantharathna requested that the mid-semester audit template be finalized and deployed immediately, rather than waiting until September or October, and also recommended that all revised academic forms be circulated to the departments before the commencement of the First Mid-Semester Examination.



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- Dr. K. V. Hemalatha and members recommended organizing sensitisation programmes on CO-PO mapping and attainment calculation for faculty members.
- Dr. M. Santhi recommended organizing sensitisation workshops specifically focusing on the new NBA SAR template during August/September 2026.
- Members agreed that soft copies of special teaching-learning methods, digital materials, and GCR links, along with details of special lectures and invited expert sessions, must be compiled during audits.
- Dr. N. R. Alamelu recommended adopting standard ISO formats to streamline audit processes and implement continuous surveillance audits.

2.2 Attendance-Linked Marks Policy (Effective AY 2026–2027)

- A maximum of 5 marks will be awarded for attendance in theory courses, with a mandatory 75% minimum required to write end-semester examinations. Attendance of 95%–100% will receive 5 marks, scaling down to 1 mark for 75%–79%.
- Attendance logging deadlines are set at 8:00 PM on the same day for full-time courses, and 2:00 PM the next day for B.E. Working Professionals. Attendance marks will be waived for students representing the institution in Principal-approved events.

Discussion & Inputs

- Dr. S. Vasantharathna raised a query on registering attendance for special/extra classes. The Principal clarified that attendance for any special class conducted must be physically registered and accurately reflected on the online portal.

2.3 Question Paper (QP) Pattern (Effective AY 2026–2027 Admissions)

- **End-Semester (100 Marks):** Part-A – 20 marks (10 MCQs + 5 short answers); Part-B – 64 marks (4 out of 8 Either/Or long questions); Part-C – 16 marks (1 higher-order Either/Or application/case-study question).
- **Mid-Semester (60 Marks):** Structurally aligned with the end-semester design – Part-A: 20 marks, Part-B: 24 marks, Part-C: 16 marks – to keep CO-PO attainment tracking uniform.

Discussion & Inputs

- Dr. S. Vasantharathna suggested integrating Sustainable Development Goals (SDGs) as a dedicated portion in the question paper design, wherever applicable; the Principal extended this directive to mandate that problem statements of all student academic projects also to be mapped to SDGs.
- Dr. M. Thirumarimurugan suggested implementing MCQs as online tests for mid-semester examination; Dr. N. R. Alamelu noted that setting online MCQs across all courses may not be uniformly practical, and the cell resolved to keep online testing as an optional, flexible choice for course instructors.
- Dr. M. Santhi (Government College of Technology, Coimbatore) suggested incorporating MCQs in assessments to help students prepare for national-level competitive examinations.
- The Chief Administrative Officer (CAO) presented the following recommendations on MCQ practice:
 - Faculty members may be given greater flexibility in preparing MCQs, while appropriate emphasis is placed on maintaining their quality and cognitive level.
 - Online platforms should be adopted for conducting MCQ-based assessments, and SDG-related aspects should be incorporated into MCQ preparation wherever relevant.



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2.4 Examination Reforms & BOE Governance

- Dr. A. N. Senthilvel presented the structure of the six sub-committees operating under the Board of Examinations (BoE) to govern end-to-end examination quality.
- The Principal emphasized that corrective action — such as counselling and targeted pedagogy training — will be taken for faculty members if quality deficits are repeatedly found in question papers, evaluation, or audits.

3. Any Other Matter & General Decisions

3.1 Faculty Training & Induction

- The cell resolved to organize a 2-day induction programme for newly joined faculty, alongside peer-mentoring sessions; additional consultation and mentoring hours must be added to the faculty portal.
- The CAO recommended periodic awareness programmes on NBA and NAAC accreditation for newly recruited faculty, along with induction sessions covering institutional regulations, the academic calendar, question-paper setting as per Bloom's Taxonomy, and other academic procedures.
- It was also recommended that sensitisation programmes on Course Outcome (CO) and Programme Outcome (PO) mapping, as well as attainment analysis, be organized for faculty members.

3.2 Student-Centric Initiatives

- Members were informed that faculty members have completed a 6-week mini-NEP course programme; departments should encourage faculty to register for NEP courses.
- The cell approved organizing student project contests across 3 key groups, guided by industry mentors.

Conclusion

The Principal summarized the key deliberations on teaching-learning practices and highlighted the need for continuous quality improvement in academic processes. The Chairman, IQAC, thanked all members for their active participation and valuable, insightful contributions. The meeting concluded with a commitment to implement these quality measures systematically, starting from academic year 2026–2027.

Dr. A.N. Senthilvel
IQAC Director / Coordinator

Dr. A. Rajeswari
Principal / Chairperson of IQAC

COIMBATORE INSTITUTE OF TECHNOLOGY, Coimbatore 641014
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SCRUTINY REPORT ON VALUATION OF ANSWER PAPERS

PROGRAMME : BE Civil Engineering
SEMESTER : VIII
COURSE CODE/NAME : 19CE0E07 Public Administration
DATE OF SCRUTINY : 25.02.2026

Description	Strong*	Medium	Weak
a) Verification of Correct Entry of Register Number, Subject code and Subject Name in the answer sheet and marksheet	✓		
b) Allotment of Marks to the questions as per choice made by the student from Part A and Part B	✓		
c) Allotment of marks consistent with subdivisions in the questions, if any	✓		
d) Effectiveness of usage of answer key for the question paper during the assessment process (if applicable)	✓		
e) Fairness in valuation and allotment of marks to all the questions answered by the student	✓		
f) Consideration of moderation, if applicable during the valuation of answer sheets	✓		

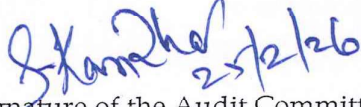
* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature : 
Name : M. MANIVANNAN
Designation : Associate Professor
Department : Civil Engineering
Institution Name : PSG College of Technology
Audit Committee Member : 
25/2/26
S. KAVITHA

P.T.O.

Any other Specific Comments:

Nil -


Signature of the Audit Committee Member

END SEMESTER QUESTION PAPER SCRUTINY REPORT

PROGRAMME : BE Civil Engineering
 SEMESTER : VI
 COURSE CODE/NAME : 19CE63 - Foundation Engineering
 DATE OF SCRUTINY : 25.02.2026

Description	Strong*	Medium	Weak	Not Applicable (Give reason)
a) Instructions are clearly mentioned	✓			
b) Questions are framed within the syllabus	✓			
c) Questions follow the Bloom's taxonomy knowledge system	✓			
d) Grammatical correctness of questions	✓			
e) Clarity and unambiguity of the questions	✓			
f) Data sufficiency in the questions	✓			
g) Question Numbers and Choices correctly given as per instructions	✓			
h) Questions are within the scope of the student's abilities	✓			
i) Questions are answerable within the specified duration and with permitted tables / charts / data sheet etc.	✓			

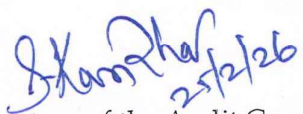
* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature : *[Signature]*
 Name : M. MANIVANNAN
 Designation : Associate Professor
 Department : Civil Engineering
 Institution Name : PSG College of Technology
 Audit Committee Member : *[Signature]*
 25/2/26
 S-KAVITHA

P.T.O.

Any other Specific Comments:

In Instructions, If code books are permitted,
it may be mentioned (in the instructions).


Signature of the Audit Committee Member

COIMBATORE INSTITUTE OF TECHNOLOGY, Coimbatore
641014

END SEMESTER QUESTION PAPER SCRUTINY REPORT

PROGRAMME : B.E

Nov 23

SEMESTER : V

COURSE CODE/NAME : 19ME52 - Design of machine elements

DATE OF SCRUTINY : 19/12/25

Description	Strong*	Medium	Weak	Not Applicable (Give reason)
a) Instructions are clearly mentioned	✓			
b) Questions are framed within the syllabus	✓			
c) Questions follow the Bloom's taxonomy knowledge system			✓	
d) Grammatical correctness of questions	✓			
e) Clarity and unambiguousness of the questions	✓			
f) Data sufficiency in the questions	✓			
g) Question Numbers and Choices correctly given as per instructions	✓			
h) Questions are within the scope of the student's abilities	✓			
i) Questions are answerable within the specified duration and with permitted tables / charts / data sheet etc.	✓			

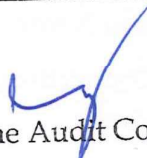
* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature : 
 Name : Dr. V. Prabhakar Raja
 Designation : Prof.
 Department : Mech.
 Institution Name : PSCIT
 Audit Committee Member : Dr. V. Prabhakar Raja

P.T.O.

Any other Specific Comments:

- BC - levels - not properly assigned.


Signature of the Audit Committee Member

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SCRUTINY REPORT ON VALUATION OF ANSWER PAPERS

Nov 23

PROGRAMME : B.E.
SEMESTER : 3
COURSE CODE/NAME : 19ME52 - Design of machine elements
DATE OF SCRUTINY : 19/12/13

Description	Strong*	Medium	Weak
a) Verification of Correct Entry of Register Number, Subject code and Subject Name in the answer sheet and marksheet	✓		
b) Allotment of Marks to the questions as per choice made by the student from Part A and Part B	✓		
c) Allotment of marks consistent with subdivisions in the questions, if any	✓		
d) Effectiveness of usage of answer key for the question paper during the assessment process (if applicable)	✓		
e) Fairness in valuation and allotment of marks to all the questions answered by the student		✓	
f) Consideration of moderation, if applicable during the valuation of answer sheets		—	

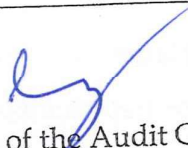
* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature : [Signature]
Name : Dr. V. Prabhakar Regu
Designation : Prof.
Department : Mech.
Institution Name : PSCVT
Audit Committee Member : Prabhakar Regu

P.T.O.

Any other Specific Comments:

- valuation - slightly lenient
- Part A → partly correct answers
were given full marks.


Signature of the Audit Committee Member

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COIMBATORE INSTITUTE OF TECHNOLOGY, Coimbatore
641014

END SEMESTER QUESTION PAPER SCRUTINY REPORT

PROGRAMME : B.E.

SEMESTER : V

COURSE CODE/NAME : 19ME31 - Maint Layout & mtl handling.

DATE OF SCRUTINY : 19/12/23

Description	Strong*	Medium	Weak	Not Applicable (Give reason)
a) Instructions are clearly mentioned	✓			
b) Questions are framed within the syllabus	✓			
c) Questions follow the Bloom's taxonomy knowledge system			✓	
d) Grammatical correctness of questions		✓		
e) Clarity and unambiguousness of the questions	✓	.		
f) Data sufficiency in the questions	✓			
g) Question Numbers and Choices correctly given as per instructions	✓			
h) Questions are within the scope of the student's abilities	✓			
i) Questions are answerable within the specified duration and with permitted tables / charts / data sheet etc.	✓			

* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature : 

Name : Dr. V. Prabhu Raju

Designation : Prof.

Department : Mech.

Institution Name : PSCIS

Audit Committee Member : Dr. V. Prabhu Raju

P.T.O.

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SCRUTINY REPORT ON VALUATION OF ANSWER PAPERS

PROGRAMME : B.E.
SEMESTER : III
COURSE CODE/NAME : 19EE34 - Analog Electronics
DATE OF SCRUTINY : 24-02-2026

NOV 2023

Description	Strong*	Medium	Weak
a) Verification of Correct Entry of Register Number, Subject code and Subject Name in the answer sheet and marksheet	9		
b) Allotment of Marks to the questions as per choice made by the student from Part A and Part B	9		
c) Allotment of marks consistent with subdivisions in the questions, if any	9		
d) Effectiveness of usage of answer key for the question paper during the assessment process (if applicable)	8		
e) Fairness in valuation and allotment of marks to all the questions answered by the student	8		
f) Consideration of moderation, if applicable during the valuation of answer sheets	-		

* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature

Name

Designation

Department

Institution Name

Audit Committee Member :

: Dr. P. Manikandan
24/2/26
Asst. Prof / EEE
EEE
GIT, Cbe

:
24/2/26

(Dr. P. Vinodh Kumar)

P.T.O.

Any other Specific Comments:

NIL

g. n. v. . .
24/2/26

Signature of the Audit Committee Member

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SCRUTINY REPORT ON VALUATION OF ANSWER PAPERS

PROGRAMME : B.E.
SEMESTER : VII
COURSE CODE/NAME : 19EE71 - Solid State Drives
DATE OF SCRUTINY : 24-02-2026. Nov 2023

Description	Strong*	Medium	Weak
a) Verification of Correct Entry of Register Number, Subject code and Subject Name in the answer sheet and marksheet	9		
b) Allotment of Marks to the questions as per choice made by the student from Part A and Part B	9		
c) Allotment of marks consistent with subdivisions in the questions, if any	8		
d) Effectiveness of usage of answer key for the question paper during the assessment process (if applicable)	8		
e) Fairness in valuation and allotment of marks to all the questions answered by the student	9		
f) Consideration of moderation, if applicable during the valuation of answer sheets	—		

* Scale : 8 - 10 (Strong), 4-7 (Medium), 0-3 (Weak)

Signature

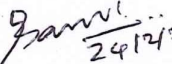
Name

Designation

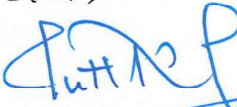
Department

Institution Name

Audit Committee Member :

: 
24/2/26
: Dr. P. Maruthi Kumar
: Asst. Prof / EEE,
: EEE

: CICT, Cbe

: 
24/2/26

(Dr. P. Vinith Kumar)

P.T.O.