

202

ACADEMIC YEAR

2021-2022

HINDUSTHAN INSTITUTE OF TECHNOLOGY

(An Autonomous Institution, Accelerated by NBA and Accelerated with "A" Grade by NAAC)

COIMBATORE – 641 032.



It is here by informed that the following faculty members are nominated as **Planning and Evaluation committee** for the year 2021-2022.

S.No	Name of the Member	Position	Category	Mobile No.	
1	Dr. C.Natarajan,	Chairman	Principal	99946 30696	hitprincipal@hindusthan.net
2	Dr. A. Jameer Basha	Coordinator	Senior faculty member of the College	94434 03786	a.jameerbasha@gmail.com
3	Dr.S.R.Rajabalayanan	Member	Senior faculty member of the College	94439 24797	hit.mech@h hindusthan.net
4	Dr.K.P.P.Dhanabalakrishnan	Member	Senior faculty member of the College	97501 08880	hit.aero@hindusthan.net
5	Dr. B.Paulchamy	Member	Senior faculty member of the College	96291 83233	hitece2013@gmail.com
6	Dr. S. Uma	Member	Senior faculty member of the College	94439 13517	umakaruna hind@gmail.com
7	Dr.S.K.Latha	Member	Head of the Department	9842872016	dr.latha@hit.edu.in
8	Dr.P.T.Saravanakumar	Member	Head of the Department	90920 69758	saravanakumar.pt@hit.edu.in
9	Dr.L.Vijayakumar	Member	Head of the Department	8778629356	dr.vijakakumar@hit.edu.in
10	Dr.C.Sabarinathan	Member	Senior faculty member from Other College	9842205450	autohod@hicet.ac.in
11	Mr. Sundarajan M	Member	Industrial expert	9047010006	sundarajan@gmail.co.in
12	Mr. Varadharajan C	Member	Industrial expert	9443348595	info@hindusthan.net
13	Dr.Suresh Bhaskar	Member	Architect /CivilEngineer	8098786151	barch@hindusthan.net

[Signature]

IQAC Coordinator

[Signature]
Principal



HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
PLANNING AND EVALUATION COMMITTEE



CIRCULAR

HITECH/PEC/2021-22/01

23/06/2021

The first planning and evaluation committee meeting for the Academic year 2021-22 will be conducted on 25/06/2021, 11.00 A.M at Board Room, Hindusthan Institute of technology. The constitute members of the cell is requested to attend the meeting in person or through online mode without fail.

Agenda of the meeting is as follows

- Online class handling
- COE office
- NIRF Ranking
- ATAL Ranking
- Project Proposal for seed money funding
- Organized the technical events along with the industries.
- IQAC Auditing
- Coursera Module Learning
- Board of Studies Meeting
- Academic council Meeting
- Any other matter with permission of chair


Dr.C.Natarajan
Principal / Chairman

MINUTES OF PLANNING AND EVALUATION COMMITTEE

MEETING HELD ON 25.06.2021 AT 11.00 AM AT PRINCIPAL OFFICE

Members of Planning and Evaluation Committee

Sl.No.	Name	Position
1.	Dr. C.Natarajan,	Chairman
2.	Dr. A. Jameer Basha	Coordinator
3.	Dr.S.R.Rajabalayanan	Member
4.	Dr.K.P.Dhanabalakrishnan	Member
5.	Dr. B.Paulchamy	Member
6.	Dr. S. Uma	Member
7.	Dr.S.K.Latha	Member
8.	Dr.P.T.Saravanakumar	Member
9.	Dr.L.Vijayakumar	Member
10.	Dr.C.Sabarinathan	Member
11.	Mr. Sundarajan M	Member
12.	Mr. Varadharajan C	Member
13.	Dr.Suresh Bhaskar	Member

Proceedings:

1. The planning and evaluation meeting started by 11.00 a.m. with the welcome address by the chairman Dr.C.Natarajan.
2. The chairman has explained the significance of being safe during the COVID situation and insisted about few safety measures to be followed inside the campus during this period
3. The committee has planned to conduct the forthcoming semester classes through online mode using Google Classroom.

4. To periodically access the students, the committee has decided to provide training for faculty members on various web tools by modes of quiz, assignments, polls, etc.
5. We must make preparations in order to get NIRF status this year. The coordinator asked to prepare a detailed report in order to obtain the NIRF rank.
6. For ATAL ranking process, the details regarding that should be submitted to Dr.S.Lokesh, ASP/CSE.
7. The committee has planned to receive proposal for seed money funding from the department with approval from the management and research advisory committee
8. All department heads are required to sign more memorandums of understanding (MoU) with key industries. Organize more technical events with industrial knowledge and support.
9. Internal Quality Assurance cell (IQAC) auditing is planned to be conducted by IQAC coordinator and a team of faculty members during this semester.
10. Apart from NPTEL Course modules, the committee has planned to provide course modules through Coursera Training Program
11. In accordance to the UGC guidelines, every department of the institution are in need to conduct the Board of Studies meeting with the composition of a Chairman, Faculty Members, University Nominee, two Subject Experts from other institutions, an industrial expert and an alumni nominee.
12. The Academic council meeting was planned to be conducted in the month of August 2021 after the conduct of Board of studies meeting.
13. The member from Pharmaceutical department asked to separate space for their Laboratory instillation.
14. The member Dr.B.Paulchamy asked to provide the individual block for COE office.
15. The meeting ended with vote of thanks by the chairman and it was announced to remain present in the next meeting.



Dr.C.Natarajan
Principal / Chairman

Copy to

1. The convener, Members concerned
2. All Head of the Departments
3. Manager
4. File Copy



HINDUSTHAN INSTITUTE OF TECHNOLOGY


COIMBATORE – 641 0 32

ACTION TAKEN FOR PLANNING AND EVALUATION



COMMITTEE MEETING HELD ON 25.06.2021

S.NO.	POINTS DISCUSSED	ACTION TAKEN
1.	Pharmaceutical Laboratories	Pharmaceutical Laboratories are to be installing in the third floor of the COE building.
2.	COE office	As per the management instruction the COE office is to shift to new block and allows occupying the first and second floor of the same block.
3.	NIRF ranking	All the details regarding NIRF are given to Dr.S.Kavitha, Professor/ECE.
4.	ATAL ranking process	All the HoDs are asked to submit the details of department in to Dr.S.Lokesh, ASP/CSE
5.	IQAC Auditing	Dr.S.R.Rajabalayanan asked to prepare the audit schedule for IQAC Audit.
6.	MoU with leading Industries	Faculty members and HODs are approached various industries. Organized the various technical events along with the industries.


Dr.C.Natarajan
Principal / Chairman

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HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE-32.

PLANNING AND EVALUATION COMMITTEE



CIRCULAR

HITECH/PEC/2021-22/02

26/12/2021

The second planning and evaluation committee meeting for the Academic year 2021-2022 will be conducted on 28/12/2021, 11.00 A.M at Board Room, Hindusthan Institute of technology. The constitute members of the cell is requested to attend the meeting in person or through online mode without fail.

Agenda of the meeting is as follows

- NBA renewal process
- Conduction of End Semester Exam
- Graduation Day
- Smart India Hackathon 2022
- Intech Olympiad 2022
- IIC activities to be conducted
- Book Publication and Research activities
- Training for Faculty members in M/s. Volvo Eicher Training Center
- Any other matter with permission of chair

Dr.C.Natarajan
Principal / Chairman



HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE – 641 0 32



MINUTES OF PLANNING AND EVALUATION COMMITTEE

MEETING HELD ON 28.12.2021 AT 11.00 AM AT BOARD ROOM

Members of Planning and Evaluation Committee

Sl.No.	Name	Position
1.	Dr. C.Natarajan,	Chairman
2.	Dr. A. Jameer Basha	Coordinator
3.	Dr.S.R.Rajabalayanan	Member
4.	Dr.K.P.Dhanabalakrishnan	Member
5.	Dr. B.Paulchamy	Member
6.	Dr. S. Uma	Member
7.	Dr.S.K.Latha	Member
8.	Dr.P.T.Saravanakumar	Member
9.	Dr.L.Vijayakumar	Member
10.	Dr.C.Sabarinathan	Member
11.	Mr. Sundarajan M	Member
12.	Mr. Varadharajan C	Member
13.	Dr.Suresh Bhaskar	Member

Proceedings:

1. The planning and evaluation meeting started by 11.00 a.m. with the welcome address by the chairman Dr.C.Natarajan.
2. The chairman has explained the significance of being safe during the COVID situation and insisted about few safety measures to be followed inside the campus during this period.

3. NBA accreditations are to be renewed for the forthcoming year so that the renewal process has to be initiated.
4. As per the Tamilnadu Government and Anna university instruction, End semester exam for all students are to be conducted on off line (Direct) only. The controller of Examinations is asked to arrange the all requirements for conducting off line Exams.
5. The 10th graduation day to be conducted on march 2022 for graduates from our institute.
6. The chairman insisted the department heads to motivate the students to participate in Smart India Hackathon 2020. Dr.L.Lokesh, ASP/CSE is nominated as the co-ordinator for the same.
7. The chairman insisted the department heads to motivate the students to participate in the National Level Project Competition Intech Olympiad 2022. This occurrence was coordinated by Dr.P.T.Saravanakumar Prof/ Auto.
8. Chairman asked to all head to arrange the department events through Institute Innovation Cell (IIC). The reports of the evets also submit to this Cell.
9. Chairman said that some departments are doing well towards the research activities and publication of books. He instructed to all department heads to involve in such kind of proposal activities.
10. In-house Training are to be provide for the faculty members of Aeronautical, Mechanical and Automobile Department in M/s. Volvo Eicher Training Center
11. The committee has planned to progress with NIRF ranking & ATAL ranking process and the chairman has informed the HODs to provide the details towards the ranking documents to the respective coordinators.
12. The meeting ended with vote of thanks by the chairman and it was announced to remain present in the next meeting.

Dr.C.Natarajan
Principal / Chairman


Copy to

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ACTION TAKEN FOR PLANNING AND EVALUATION

COMMITTEE MEETING HELD ON 25.06.2021

S.NO.	POINTS DISCUSSED	ACTION TAKEN
1.	NBA Committee Visit	Dr.Jameer bhasa urged to make arrangements for the committee visit
2.	End semester examination	The controller of Examinations is asked to arrange all requirements need for conducting off line Exams.
3.	10 th graduation day	Dr.B.Paulchamy Prof/ ECE is nominated as coordinator for 10 th graduation day
4.	NIRF ranking & ATAL ranking process	All the department details to be submit to Coordinator.
5.	Smart India Hackathon 2022	Coordinator for each department is designated and they are asked to form a team of students for a batch.
6.	Intech Olympiad 2022	Dr.P.T.Saravanakumar Prof/ Auto is nominated as coordinator for National Level Project Competition Intech Olympiad 2022.


Dr.C.Natarajan
Principal / Chairman

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