

HINDUSTHAN INSTITUTE OF TECHNOLOGY

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

COIMBATORE – 641 032.



PLANNING AND EVALUATION COMMITTEE

It is here by informed that the following faculty members are nominated as **Planning and Evaluation committee** for the academic year 2024-2025.

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@hindusthan.net
4	Dr.K.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. M. Duraipandian	Member	Head of the Department	9994144286	durainithi@gmail.com
7	Dr. S. Jeyabharathi	Member	Head of the Department	9940880528	dr.jeyabharathi.s@hit.edu.in
8	Dr. D.M.Navarasu	Member	Head of the Department	9363166343	dr.navarasu@hit.edu.in
9	Dr.L.Vijayakumar	Member	Head of the Department	8778629356	dr.vijakumar@hit.edu.in
10	Dr.C.Sabarinathan	Member	Senior faculty member from Other College	9842205450	autohod@hicet.ac.in
11	Mr.C.Varadharajan	Member	Industrial expert	9443348595	info@hindusthan.net
12	Dr.Suresh Bhaskar	Member	Architect /Civil Engineer	8098786151	barch@hindusthan.net

Dr. C. Natarajan

IQAC Coordinator



C.N

Principal
Dr. C. Natarajan, M.E.,Ph.D.,

PRINCIPAL

Hindusthan Institute of Technology

Coimbatore - 641 032



HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE-32.



PLANNING AND EVALUATION COMMITTEE

CIRCULAR

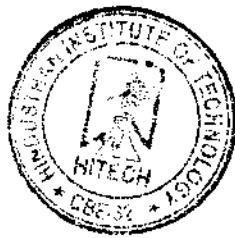
HITECH/PEC/2024-25/01

15/07/2024

The first planning and evaluation committee meeting for the Academic year 2024-25 will be conducted on 19/07/2024, 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 without fail.

Agenda of the meeting is as follows

1. Physical stock verification
2. Formation of Helpdesk
3. NPTEL courses Registration
4. NBA Accreditation
5. IIC Activity
6. UMIS Portal
7. Seed Money Proposal
8. BoS Meeting
9. Academic council Meeting
10. Turf
11. Any other matter with permission of chair




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

MINUTES OF PLANNING AND EVALUATION COMMITTEE

MEETING HELD ON 19.07.2024 AT 11.00 AM AT BOARD ROOM

Members of Planning and Evaluation Committee

Sl.No.	Name	Category	Position
1.	Dr. C.Natarajan,	Principal	Chairman
2.	Dr. A. Jameer Basha	Senior faculty member of the College	Coordinator
3.	Dr.S.R.Rajabalayanan	Senior faculty member of the College	Member
4.	Dr.K.P.Dhanabalakrishnan	Senior faculty member of the College	Member
5.	Dr. B.Paulchamy	Senior faculty member of the College	Member
6.	Dr. M. Duraipandian	Senior faculty member of the College	Member
7.	Dr. S. Jeyabharathi	Senior faculty member of the College	Member
8.	Dr. D.M.Navarasu	Senior faculty member of the College	Member
9.	Dr.L.Vijayakumar	Senior faculty member of the College	Member
10.	Dr.C.Sabarinathan	Senior faculty member from Other College	Member
11.	Mr.C.Varadharajan	Industrial expert	Member
12.	Dr.Suresh Bhaskar	Architect /Civil Engineer	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. Physical stock verification in the departments of CSE,AIDS,IT,CMD,Library and Office has been carried out with various committees coordinated by HoDs during 03.06.2024 -10.06.2024. Reports have been submitted to Coordinator, Dr.K.P.Dhanabalakrishnan
3. As per the direction of the Directorate of Technical Education (DOTE), Tamil Nadu, we have to form a helpdesk to provide students with easy access to submit their grievances. The procedure to access the helpdesk and the various tools for submitting

grievances have been framed by Dr. A. Jameer Basha. The helpdesk will coordinate by Mr. N. Maheswaran, AP/Aero & Mr.S.Udhayakumar, AP/Mech

4. In order to benefit students and faculty, they are admonished to enroll in NPTEL courses, and tutors are encouraged to motivate their students to apply for NPTEL certification.
5. Discussion on binary Accreditation system has been carried out. It is intended for NBA-SAR Preparation from August 2024. The NBA Process for the AERO, CSE, ECE, and MECH departments will be coordinated by Dr. Durapandian, HoD/IT.
6. 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.
7. The Principal expressed gratitude for the IIC efforts of the previous year and requested that they be improved for the 2024–2025 academic year.
8. According to the Tamil Nadu government's regulations, all forms of scholarships, such as the Pudhumai Pen and Tamil Pudhalvan stipends, are identified through UMIS alone. As a result, the chairman demands that all heads make sure that all student information is updated in the UMIS portal constantly.
9. Seed Money Projects were finished for the 2023–2024 academic year. With the approval of the management and research advisory committee, the committee planned to consider faculty members' submissions for seed money assistance for the 2024–2025 academic year.
10. The chairman insists that every department of the institution conduct the Board of Studies for the upcoming semesters by September 2024.
11. The Academic council meeting was planned to be conducted in the month of November 2024 after the conduct of Board of studies meeting.
12. The Governing Council meeting is planned to be conducted in December 2024. Dr.A.Jameer Basha will coordinate the meeting.
13. As per the request of the Physical Director, Mr. Kannan, the management has accepted and granted approval for the Turf Court within the campus.
14. The meeting ended with vote of thanks by the chairman and it was announced to remain present in the next meeting.

Copy to

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



Dr.C.Natarajan

Principal / Chairman

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



**HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE – 641 0 32**

PLANNING AND EVALUATION COMMITTEE MEETING



The following members are attended the First Planning and evaluation committee meeting for the academic year 2024-2025 held on 19.07.2024 at 11.00 pm at Principal Office.

S.No	Name of the Member	Designation	Signature
1.	Dr. C.Natarajan,	Principal	
2.	Dr. A. Jameer Basha	Senior faculty member of the College	
3.	Dr.S.R.Rajabalayanan	Senior faculty member of the College	
4.	Dr.K.P.Dhanabalakrishnan	Senior faculty member of the College	
5.	Dr. B.Paulchamy	Senior faculty member of the College	
6.	Dr. M. Duraipandian	Head of the Department	
7.	Dr. S. Jeyabharathi	Head of the Department	
8.	Dr. D.M.Navarasu	Head of the Department	
9.	Dr.L.Vijayakumar	Head of the Department	
10.	Dr.C.Sabarinathan	Senior faculty member from Other College	
11.	Mr. Varadharajan C	Industrial expert	Online
12.	Dr.Suresh Bhaskar	Architect /Civil Engineer	



HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE – 641 0 32
ACTION TAKEN FOR PLANNING AND EVALUATION
COMMITTEE MEETING HELD ON 19.07.2024



S.NO.	POINTS DISCUSSED	ACTION TAKEN
1	NPTEL	All Faculty members and Students are asked to enroll in NPTEL. Dr. Kalpana, ASP / ECE will coordinate the same.
2	NBA Process	The SAR for the NBA accreditation is planned for submission in March 2025. Dr. Duraipandian will coordinate the process.
3	NIRF ranking	All the details regarding NIRF are given to Dr. S. Kavitha, Professor/ECE.
4	IIC Activities	IIC activities allotted by various departments as per the Cycle from IIC. All details of these activities are uploaded in IIC portal as on date by Mrs. R. T. Subhalakshmi AP/CSE
5	UMIS Portal	Dr. V. Sureshbabu, ASP/ECE, is nominated as the Coordinator for the UMIS Portal.
6	Seed Money Proposal	Dr. B. Paulchamy was nominated as Coordinator for Seed Money Proposal
7	Board of Studies Meeting	All the Department Heads are asked to conduct the Board of Studies Meeting as per the schedule. Heads are instructed to renew the members in accordance with Anna University regulations if any member's term on the Board of Studies Meetings has expired.
6	Academic council Meeting	The Academic Council meeting will proceed as planned. Dr. V. Sureshbabu COE will take the necessary arrangements to conduct the meeting.
7	Governing Council Meeting	As per schedule The Governing Council Meeting will be conducted in the month of December 2024. Dr. A. Jameer Basha HoD/ CSE will take the necessary arrangements to conduct the meeting.
8	Maintenance of Turf court	Mr. Kannan Physical Director will coordinate the Maintenance of Turf court


Dr. C. Natarajan
Principal / Chairman

Copy to

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HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE-32.

PLANNING AND EVALUATION COMMITTEE



CIRCULAR

HITECH/PEC/2024-25/02

07/01/2025

The second planning and evaluation committee meeting for the Academic year 2024-25 will be conducted on 09/01/2025, 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 without fail.

Agenda of the meeting is as follows

1. NPTEL Courses
2. NBA Accreditation
3. Anna University Affiliation Process
4. NIRF Ranking
5. IIC Activity
6. UMIS Portal
7. Seed Money Proposal
8. IQAC
9. BoS Meeting
10. Academic council Meeting
11. Any other matter with permission of chair




Dr. C. Natarajan

Principal / Chairman

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HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE – 641 0 32



MINUTES OF PLANNING AND EVALUATION COMMITTEE

MEETING HELD ON 09.01.2025 AT 11.00 AM AT BOARD ROOM

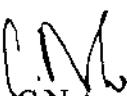
Members of Planning and Evaluation Committee

Sl.No.	Name	Category	Position
1.	Dr. C.Natarajan,	Principal	Chairman
2.	Dr. A. Jameer Basha	Senior faculty member of the College	Coordinator
3.	Dr.S.R.Rajabalayanan	Senior faculty member of the College	Member
4.	Dr.K.P.Dhanabalakrishnan	Senior faculty member of the College	Member
5.	Dr. B.Paulchamy	Senior faculty member of the College	Member
6.	Dr. M. Duraipandian	Senior faculty member of the College	Member
7.	Dr. S. Jeyabharathi	Senior faculty member of the College	Member
8.	Dr. D.M.Navarasu	Senior faculty member of the College	Member
9.	Dr.L.Vijayakumar	Senior faculty member of the College	Member
10.	Dr.C.Sabarinathan	Senior faculty member from Other College	Member
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12.	Dr.Suresh Bhaskar	Architect /Civil Engineer	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. In order to benefit students and faculty, they are admonished to enroll in NPTEL courses, and tutors are encouraged to motivate their students to apply for NPTEL certification.
3. A discussion on the binary accreditation system has been carried out. The NBA-SAR is to be finalized and submitted in March 2025. The NBA Process for the AERO, CSE, ECE, and MECH departments will be coordinated by Dr. Durapandian, HoD/IT.

4. The Anna University affiliation team will visit our institute in March 2025. Dr. S. R. Rajabalayanan, the IQAC Coordinator, has been asked to verify all requirements for the visit.
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. The Principal expressed gratitude for the IIC efforts of the previous year and requested that they be improved for the 2024–2025 academic year.
7. According to the Tamil Nadu government's regulations, all forms of scholarships, such as the Pudhumai Pen and Tamil Pudhalvan stipends, are identified through UMIS alone. As a result, the chairman demands that all heads make sure that all student information is updated in the UMIS portal constantly.
8. Seed Money Projects were finished for the 2023–2024 academic year. With the approval of the management and research advisory committee, the committee planned to consider faculty members' submissions for seed money assistance for the 2024–2025 academic year.
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. The chairman insists that every department of the institution conduct the Board of Studies for the upcoming semesters on or before March 2025.
11. The Academic council meeting was planned to be conducted in the month of April 2025 after the conduct of Board of studies meeting.
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

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COIMBATORE - 641 032**

PLANNING AND EVALUATION COMMITTEE MEETING



The following members are attended the second Planning and evaluation committee meeting for the academic year 2024-2025 held on 09.01.2025 at 11.00 pm at Principal Office.

S.No	Name of the Member	Designation	Signature
1.	Dr. C.Natarajan,	Principal	C.N. 9.1.25
2.	Dr. A. Jameer Basha	Senior faculty member of the College	Dr. Jameer Basha
3.	Dr.S.R.Rajabalayanan	Senior faculty member of the College	Dr. S.R.Rajabalayanan
4.	Dr.K.P.Dhanabalakrishnan	Senior faculty member of the College	K.P. Dhanabalakrishnan
5.	Dr. B.Paulchamy	Senior faculty member of the College	B.P. Paulchamy
6.	Dr. M. Duraipandian	Head of the Department	M. Duraipandian
7.	Dr. S. Jeyabharathi	Head of the Department	S. Jeyabharathi
8.	Dr. D.M.Navarasu	Head of the Department	D.M. Navarasu
9.	Dr.L.Vijayakumar	Head of the Department	L. Vijayakumar
10.	Dr.C.Sabarinathan	Senior faculty member from Other College	C. Sabarinathan
11.	Mr. Varadharajan C	Industrial expert	Varadharajan C
12.	Dr.Suresh Bhaskar	Architect /Civil Engineer	Dr. Suresh Bhaskar



HINDUSTHAN INSTITUTE OF TECHNOLOGY
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ACTION TAKEN FOR PLANNING AND EVALUATION
COMMITTEE MEETING HELD ON 09.01.2025



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1	NPTEL	All Faculty members and Students are ask to enroll in NPTEL. Dr.Kalpana, ASP / ECE will coordinate the same.
2	NBA Accreditation process	The NBA-SAR is to be finalized and submitted in March 2025. The NBA Process will be coordinated by Dr. Durapandian, HoD/IT.
3	Anna University affiliation process	The Anna University affiliation team will visit our institute in March 2025. Dr. S. R. Rajabalayanan, the IQAC Coordinator, has been asked to verify all requirements for the visit
4	NIRF ranking	All the details regarding NIRF are given to Dr.S.Kavitha, Professor/ECE.
5	IIC Activities	IIC activities allotted by various departments as per the Cycle from IIC. All details of this activities are uploaded in IIC portal as on date by Mrs.R.T.Subhalakshmi AP/CSE
6	UMIS Portal	Dr. P.M.Balasubramaniam, Prof/ ECE, is nominated as the Coordinator for the UMIS Portal.
7	Seed Money Proposal	Dr. B. Paulchamy will continue as the Coordinator for the Seed Money scheme for 2024-2025.
8	Internal Quality Assurance cell (IQAC) audit	Internal Quality Assurance cell (IQAC) auditing is planned to be conducted by IQAC coordinator and a team of faculty members during this semester.
9	Board of Studies Meeting	All the Department Heads are asked to conduct the Board of Studies Meeting as per the schedule. Heads are instructed to renew the members in accordance with Anna University regulations if any member's term on the Board of Studies Meetings has expired.
10	Academic council Meeting	The Academic Council meeting will proceed as planned. Dr.V.Suresh Babu COE will take the necessary arrangements to conduct the meeting.

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