



# Karunya INSTITUTE OF TECHNOLOGY AND SCIENCES

(Declared as Deemed to be University under Sec.3 of the UGC Act, 1956)

MoE, UGC & AICTE Approved; NAAC Accredited A++  
Karunya Nagar, Coimbatore - 641 114, Tamil Nadu, India.

## Centre for Distance and Online Education (CDOE)

### Centre for Internal Quality Assurance (CIQA)

#### Minutes of the meeting

Date and Time : 22.04.2025, 11.00 am

Members present :

- |                                 |                               |
|---------------------------------|-------------------------------|
| 1. Dr. G. Prince Arulraj        | - Vice-Chancellor, KITS       |
| 2. Dr. S. J. Vijay              | - Registrar                   |
| 3. Dr. J. Clement Sudhahar      | - Dean (KSM)                  |
| 4. Dr. D. Nirmal                | - Associate Dean (SET)        |
| 5. Dr. P. Ranjit Jeba Thangaiah | - Professor, Digital Sciences |
| 6. CA. A. Joseph Amulraj        | - Finance Officer             |
| 7. Dr. K. Malar Mathi           | - External Experts            |
| 8. Dr. P. Vikkraman             | - External Experts            |
| 9. Dr. C. Joseph Kennady        | - Director, Member Secretary  |

The meeting started with a prayer by Dr. P. Ranjit Jeba Thangaiah

| S. No. | POINTS DISCUSSED  | ACTION by                  |
|--------|---|----------------------------|
| 1      | <b>Welcome address</b><br>The Hon. Vice Chancellor welcomed the members for the 2 <sup>nd</sup> CIQA meeting of Karunya Institute of Technology and Sciences.<br>He highlighted the measures initiated by the CDOE to fulfill the requirements stipulated by the UGC-DEB with respect to API integration. He also requested the members to provide their suggestions to improve the enrollment.   | Director, CDOE & Dean, KSM |
| 2      | <b>To confirm the minutes of 1<sup>st</sup> CIQA meeting held on 27.08.2024</b><br>The minutes of 1 <sup>st</sup> CIQA meeting held on 27.08.2024 was presented by the Director of CDOE, the minutes were accepted by the members and approved.<br>Action taken report on the 1st CIQA minutes was presented by the Director CDOE for the information of the members.   | Director, CDOE             |
| 3      | <b>API integration and 3<sup>rd</sup> batch starting</b><br>Director CDOE informed the members that KITS has successfully completed API integration as stipulated by the UGC-DEB. The data of the enrolled learners of the Feb.2025 session was successfully transferred to the UGC-DEB portal through the API integration process. It is also verified all the learners details those who have enrolled for Feb.2025 session appeared in the HEI portal. | Director, CDOE             |

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|---|---|-------------------------------|
| 4 | <p><b>Progress of online MBA - Exam Results, Summer Internship.</b></p> <p>Dean KSM, explained to the members on the measures taken by the division to engage the Feb.2025 enrolled learners on the teaching-learning process. All rules and regulations, mode of assessment, mode of delivery etc, were clearly informed to the learners in the Induction Programme organized by CDOE on 15.04.2025.</p> <p>He also emphasized the need of summer internship, before the start of 3rd semester, for the senior learners. The learners have been asked to carryout internship for a period of 40 days and it should be presented to the review committee for assessment.</p>  | Dean - KSM                    |
| 5 | <p><b>Suggestions from members</b></p> <p>Dr. P. Vikkraman, external expert, appreciated the efforts taken by KITS in offering the online MBA program. However he expressed his concern on the number of learners enrolled for the Feb.2025 session. He suggested to take measures in order to improve the number of learners enrolled for the forthcoming session.</p> <p>He also appreciated the efforts taken by KSM to increase the credit of online MBA program to 102, in order to match the curriculum and credit requirement as per global standards.</p> <p>Dr. Malarmathi, external expert, enquired about the profile of the learners and it was informed to her that 90% of the learners are working professionals, and it was appreciated.</p> <p>She suggested to tap the vast alumni pool of KITS in order to increase the number of learners in the future. She also suggested to create awareness and motivate the present final year students to join the online MBA program as soon as they graduated, and this will help them in their career in a big way.</p> | Director, CDOE<br>& Dean, KSM |
| 6 | <p><b>Vote of Thanks</b></p> <p>The Registrar proposed the vote of thanks and in his concluding remarks, he appreciated the efforts taken by CDOE on the API integration process and also the KSM team, who spear heads the entire online MBA program. He also suggested to find the ways and means to improve the number of learners enrolled in the future sessions.</p>  | Director, CDOE<br>& Dean, KSM |

  
Signature of the Director

**DIRECTOR**  
Centre for Distance and Online Education  
Karunya Institute of Technology and Sciences  
(Deemed to be University under sec.3 of the UGC Act, 1956)  
Karunya Nagar, Coimbatore - 641 114

  
Signature of the Registrar

**Dr. S.J. VIJAY**  
Registrar  
Karunya Institute of Technology and Sciences  
(Deemed to be University)  
Karunya Nagar  
Coimbatore - 641 114