



MADRAS INSTITUTE OF TECHNOLOGY CAMPUS
ANNA UNIVERSITY, CHROMEPET, CHENNAI - 44



Dr.J.Prakash
Dean

20/09/2023

Sub: Anna University – NBA – Expert Team visit – Reg.
Ref: 01 : Email from NBA Dt.08.08.2023
02 : Registrar Approval Dt.20.09.2023

I am to inform that NBA Expert Team is visiting NBA campus during 22.09.2023 to 24.09.2023 for the grant of Accreditation of UG degree programmes Viz. B. E (Electronics & Communication Engineering), B. E (Production Engineering), B.Tech (Rubber and Plastics Technology), B.Tech (Information Technology) & B.E (Computer Science Engineering).

In this connection you are requested to make it convenient to be present & participate in MIT campus NBA Expert Team Visit as per the schedule enclosed.

Your co-operation in this regard is appreciated.

Dean, MIT Campus

To: As per Annexure.

Encl : Expert Team Visit Schedule

NBA- External Mock Visit Schedule for accrediting BE B. E (Electronics & Communication Engineering), B. E (Production Engineering), B.Tech (Rubber and Plastics Technology), B.Tech (Information Technology) & B.E (Computer Science Engineering). (Tier-I, 1st Cycle)

Day 1: Morning Session 9:00am to 1:00pm

Arrival 8:45am at the MIT Campus, Chromepet, Chennai-600044

Time	Participants	Work Theme	Observations
PART - I			
9:00am- 9:10am	Entire Team	Introductions	Conference Hall, Administrative Block, MIT Campus, Chromepet (VC, Dean, AU-NBA Coordinator, MIT-NBA Coordinator, HOD- ECE /PT/RPT/IT/CT, HoD-ASH/CC, Dept Coordinators (ECE/PT/RPT/IT/CT/ASH), Prof-in-charge Library/ Central Workshop, Training & Placement Officer, DD- Academic, DCOE, Nodal officer SCoE, Deputy Director – CEAT/CIoT/CASR/CRA / EDC, Co-ordinator – Innovation Makers Lab, DC- Sports, DD- Health Centre)
9:10am- 10:15am	Entire Team and Management / Institution representatives	Dean's Presentation about the Institute (45 minutes)	
10:15am – 12:30pm	Chairman	Visit Central facilities, 1 st Year Labs, meet 1 st Year faculty	Library, 1 st Year Laboratories, EDC, SCoE, CEAT, CIoT, CASR, CRA, EDC, Innovation Makers Lab, Museum & Computer Centre (Respective Heads) (Dean & AU/ MIT-NBA Coordinators)
PART - II			
10:15am – 11:00am	Experts in respective departments	Presentation by respective HoDs	ECE/PT/RPT/IT/CT (in Respective Depts) (Respective HoDs & Department Co-ordinators)
11:00am – 12:00pm	Experts in respective departments	Meeting with Program faculty	
12:00pm – 12:30pm	Experts in respective departments	Individual meetings with a few (3-4) faculty as decided by the experts	
12:30pm – 1:00pm	Entire team meets alone	To share thoughts	Dean's Chamber (Dean & AU/ MIT-NBA Coordinators)
1:00pm – 2:00pm	Working Lunch at KVN Seminar Hall		

Day 1: Afternoon: 2.15pm to 5.30pm

Time	Participants	Work Theme	Observation
2:15pm -4:30pm	Chairman	Discussion and Study of Admin-Different committees and their working	Director – Academic Course / Centre for Research / Library / CUIC / ACOE (UD) / International Affairs/ Students Affairs / P&D, DR (Personal) & Chairperson Sports & DR, (Dean & AU/ MIT-NBA Coordinators)
2:15pm -4:30pm	Experts	Laboratories to see equipment adequacy, Conduct of lab sessions	@ Respective Depts (Electronics / PT/RPT/IT/CT) (HoDs and Dept Coordinators of Electronics/PT/RPT/IT/CT)
4:30pm -5:30pm	A meeting at the Dean's Office Conference Hall to review the day's work		

Signature
20/9/23
(AU-NBA Coordinator)

Signature
20/9/23

Day 2: Morning Session 9:30am – 1:00pm

Time	Participants	Work Theme	Observations
PART - I			
9:30am – 10:00am To be adjusted for the time table	All Team	Lectures. Every member on his own	RLHC class rooms / Respective Departments (ECE, PT, RPT,IT, CT, DASH) (MIT Campus Co-ordinator, HoDs / Department Co-ordinator)
10:00am – 12:00pm	Chairman	Study Budget, Accounts etc.	Dean's Chamber (D.R.-Finance, Additional Registrar) (Dean & AU/ MIT-NBA Coordinators)
PART - II			
10:00am – 1:00pm	Experts	Study all evidence for attainment POs	@ Respective Depts (Electronics / PT/RPT/IT/CT) (HoDs and Dept Coordinators of Electronics/PT/RPT/IT/CT)
12:00pm – 1:00pm	Chairman	Visit to Placement Office	Placement & Training Centre, Administrative Block Director CUIC, Training & Placement Officer (Dean & AU/ MIT-NBA Coordinators)
1:00pm – 2:00pm	Working Lunch at KVN Seminar Hall		

Day 2: Afternoon Session 2:00pm – 4:15pm


Time	Participants	Work Theme	Observations
2:00pm – 3:30pm	Experts	Visit and study of projects, towards attainment of POs	Dept. of Electronics & Communication Engineering, Production Engineering, Rubber and Plastics Technology, Information Technology & Computer Science Engineering
2:00pm – 2:30pm	Chairman	Interaction with Alumni, Parents, employers	Placement & Training Hall, Administrative Block (Dean & AU/ MIT-NBA Coordinator, Stakeholder Interaction Coordinators)
2:30pm – 3:00pm		Interaction with Faculty Members	
3:30pm – 4:00pm		Interaction with Technical & Admin Staff	
4:00pm – 4:30pm		Interaction with Students	
4:30pm onwards	All Team Entire Team	Report writing	Dean Office Conference Hall
4:30pm Depart for place of stay			
Day 3: 10:00am – 10:45am	Exit meeting: Chairman and Evaluators present their exit comments		Dean Office Conference Hall (Dean, AU / MIT NBA Co-ordinator)
11:00am	Visit Concludes		

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20/9/23
(AU-NBA Coordinator)

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20/9/23



 **GPS Map Camera**



Chennai, Tamil Nadu, India
X42R+243, Royal Mechon Rd, Chromepet, Chennai, Tamil Nadu 600044,
India
Lat 12.949993°
Long 80.140231°
23/09/23 01:21 PM GMT +05:30