

INTERNAL QUALITY ASSURANCE CELL

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MINUTES FOR 103rd MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 04.02.2023

Time: 11.00A.M.

Venue: IQAC Meeting Hall

Members attended the Meeting

S.No	Name	Designation	Representation	Remarks
1.	Dr.S.Velusami	Vice Chancellor	Chairperson	Present
2.	Mr.V.Anburaj	Representative of BoM	Member	Present
3.	Dr.P.K.Srividhya	Registrar	Member	Present
4.	Dr.R.Jayanthi	Professor/Civil & Director i/c , IQAC	Member	Present
5.	Dr.A.George	Dean Academic & Professor/Mathematics	Member	Present
6.	Dr.S.Kumaran	Dean/Research	Member	Present
7.	Dr.S.Senthamilkumar	Dean/FET	Member	Present
8.	Dr.C.V.Subramanian	Dean/FAP	Member	Absent
9.	Dr.J.Jeyachidra	Dean/FSCE	Member	Present
10.	Dr.P.Vijayalakshmi	Dean/FHSM	Member	On duty
11.	Dr.R.Poonguzhali	Associate Professor/CSE	Member	Present
12.	Dr.SP.K.Babu	Professor/ECE & Director(i/c)/CSAS	Member	Present
13.	Dr.KVRRajandran	Professor/MBA&QMS	Member	Present
14.	Dr.J.Santhosh	Assistant Professor & Director CEE	Member	Present
15.	Dr.P.Guru	Associate Professor /MBA &Director (i/c)/CIII	Member	Present
16.	Mr.P.Ilangovan	Assistant Professor (SS) / Co-Coordinator	Member	Present
17.	Dr.G.Sundarambal	Assistant Professor / Co-Coordinator	Member	Present

S.No	Name	Designation	Representation	Remarks
18.	Dr.M.Sharmila Begum	Associate Professor/CSE	Member	Present
19.	Ms.J.Latha	Asst. Registrar/Registrar Office Representing Senior Administrative Office	Member	Present
20.	Dr.A.P.Aruna	CEO - Periyar TBI	Member	Present
21.	Dr.Geetha Swaminathan, Director, SCEED and Member in DST National Academic Committee- NCSC and NEAC, Stella Maris College (Autonomous), Chennai	Academic Representative	Member	Present
22.	Er.N.T.Balasundaram Chamber of Commerce President, Thanjavur	Industry Representative	Member	Present
23.	Dr.Indira Kannan Project Head, Redington Foundation, Thanjavur	Local Society Representative	Member	Present
24.	Mr.S.Alagiri (F/o N.A.Chakaravarthini, I Year B.Arch) Teacher, Veeraraghava Higher secondary School, Thanjavur	Parent Representative-1	Member	Present
25.	Mr.K.Gajendran (F/o G.Harini, III Year CSE) Teacher, St Joseph's Nursery & Primary School, Aranthangi	Parent Representative - 2	Member	Absent
26.	Mr.S.Vijay Ananth Environmental Engg. Consultant and Operation-Head-MED SEED Eng Consultancy UAE-DXB	Alumni Representative	Member	Present
27.	Mr.R.Harish III Year BSc.(CS)	Chairperson/Student Council of PMIST	Member	Absent
28.	Ms.M.Abinaya Sri III BCA	Vice- Chairperson / Student Council of PMIST	Member	Absent

Minutes of the Meeting

1. Dr.R.Jayanthi, Director i/c, IQAC started the meeting with Welcome Address and subsequently presented the agenda & action taken report of the previous quarter (December 2022 - January 2023)

S.No.	Activity	Action taken
1.	NIRF Submission	Completed on 12.01.2023
2.	Academic Performance Appraisal review (API) by External members for faculty conducted by IQAC	Batch - I (20.12.2022 - 22.12.2022) Batch - II (02.01.2023 - 04.01.2023)
3.	MDRA Ranking - 2023	Data collected and To be uploaded
4.	AISHE	Submitted on 1.2.2023 and received the certificate

2. The Criterion Conveners gave presentation on the activities carried out from 1st December 2022 to 31st January 2023 and AQAR data for the period 2021-22.
3. The members discussed on the bench marks for the Institutional accreditation released by NAAC.
4. During discussion on curricular aspects, IQAC member Dr.Geetha Swaminathan advised to add more number of courses in the metric "Cross Cutting Issues".
5. Student centric methods such as experiential learning, participative learning and problem solving methodologies and ICT enabled tools usage) may be given more attention for enhancing teaching learning process.
6. Dean Research presented the Ph.D admission activities of second slot and the number of vacancy positions.
7. Steps will be taken by each department for MoU from industry/ academic /research institutions/ any other institutes
8. Arrangements have been made through media lab and faculties are giving video lectures and are recorded for E- content.
9. Seed money will be provided for the various faculty members (each 1 lakh rupee for 30 faculty members) for eligible research proposals from faculty.

10. Regarding infrastructure the following points were discussed
- ✓ Planning for the upgradation of lab facilities for the coming years
 - ✓ Using 100% effectively all the ICT facilities
 - ✓ Augmentation of existing E content facilities with required equipments
 - ✓ Budget allegation for the maintenance requirements
 - ✓ Purchase of books, journals, and other learning resources for Library is to be enhanced
11. More programmes on language and communication skills will be organized in order to enhance the students' communication level.
12. Technical fest (e.g. Symposium) will be conducted by all departments before March 11th 2023.
13. Steps will be taken for Placement of students to get improved
14. Two alumni lecture series and one alumni meet will be organized by each department per year.
15. Guest Lectures will be arranged on entrepreneurship skills during entrepreneurship class hours.
16. Parent representative Mr.S.Alagiri appreciated the activities of PMIST such as Russian Dance Festival, Pongal Celebration.
17. Alumni representative Mr.S.Vijay Anand represented that Courses in Energy audit and Fire safety may be considered as Value added for students.

The date of the 104th IQAC meeting has been tentatively fixed on 20.05.2023

Dr.R.Jayanthi
Director i/c IQAC

To: Members of IQAC