PERIYAR MANIAMMAI UNIVERSITY
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OFFICE OF THE IQAC

MINUTES OF THE 87TH INTERNAL QUALITY ASSURANCE CELL MEETING

No. PMU/ IQAC/87th /2017, Dated: 09.06.2017   Venue: Russell Hall Time : 10.30 P.M

Place : PMU, Vallam Thanjavur

The minutes of 87th meeting of Internal Quality Assurance Cell was held on **09.06.2017** from 11.00 A.M., in the Russell Hall of the Periyar Maniammai University, Vallam, Thanjavur, is as follows:

The following Internal Quality Assurance Cell Members were present:

1.	Col. Prof. N. Ramachandran	Vice - Chancellor	Chairperson
2.	Dr. S.A. Dhanaraj	Registrar	Member
3.	Dr. P.K. Srividhya	Dean Academic	Member
4.	Dr. K. Lakshmi	Dean SCSE	Member
5.	Dr.A.George	Dean SHSM	Member
6.	Ar. C.V. Subramanian	Dir CSAS	Member
7.	Dr. S. Senthamilkumar	Professor /Civil	Member
8.	Dr. R. Jayanthi	Dean SET	Member
9.	Dr. S. Devadoss	Professor / Management Studies	Member
10.	Mr. V. Anburaj	Management Rep	Member
11.	Er. S. Sampath Director,M/S Velmurugan Industries, Sengipatti, Thanjavur	Industrialist	Member
12.	Er. N.T. Balasundaram Honorary Secretary / IE(I), Local Chapter Thanjavur	Local Society	Member
13.	Dr. KVR Rajandran , Asso. Professor / Management Studies	MR/UQMS/UQRM/ Coordinator	Member
14.	Dr. P. Jayasudha	Dean SAP(i/c)	IQAC /Coordinator

Members absent with Reason:

1.	Mr. T.Arumugam Senior Manager-HR / Kone Elevators-Chennai	Employer	Member
2.	Mr. B.Saravanaprasad Associate Vice President-Talent Acquisition Quadrant 4(IT Based)-Chennai	Employer	Member
3.	Mr. T. Apollo Senior Architect Intel Corporation Software Bengaluru.	Alumni	Member
4.	Mr.K.Ananda Kumar Engineering Systems Private Limited Business Developer Parent of 2nd Year Civil Engg.	Stakeholder	Member
5.	Mr. N.Parthiban Chairperson of Student Council, PMU	Student Representative	Member

At the start of the meeting, the Coordinator of IQAC welcomed the members.

- On behalf of all the members of IQAC, Hon'ble Vice Chancellor welcomed all the members and Dr. S. A. Dhanaraj, the new Registrar of Periyar Maniammai University.

- IQAC also welcomed Dr.T.P.Mani who was appointed as the Coordinator/ Data Management System (DMS) of Periyar Maniammai University. It was decided that he will be a special Invitee to all the IQAC meetings hereafter.

- It was mentioned by the Chair that the strategies and measures suggested in Academic and Administrative Audit (AAA) document should be referred to while preparing the agenda for each Criterion.

- The IQAC placed its appreciation on record and complimented the good work done by Dr. Kathiravan and his team in the completion of POEMS - a collaborative Project of PMU and Indian Air Force (IAF), well within the stipulated time. It was also informed that the Patent will be owned by IAF with the inventors from PMU.

PART – A   **GENERAL**

Item 87.1:   **To confirm the minutes of the 86ᵗʰ meeting of the IQAC held on 05.04.2017**

The minutes of the 86ᵗʰ meeting of the IQAC circulated among all the members were discussed and confirmed.

Item 87.2:   **Action Taken Report (ATR) on decisions of the previous meeting**

Sl. No	Item	Action Taken Report
a.	Feedback from the students as the effect of Micro Level Teaching to be obtained and the comparative analysis must be presented.	Following are few important Feedback on Micro level Teaching FDP from faculties 1. The faculties are able to modify the teaching methodology by effective usage of black board. 2. They have changed the body language while taking class. 3. They are able to maintain class interactively by throwing probing questions.
b.	Annual Maintenance schedule including all the areas and budgeting must be worked out.	The campus annual maintenance budget is as follows:

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Expenditure January to April-2017

Sl.No	Description of work	Estimated cost for Annual (In lakhs)	Amount spent from Jan to April - 2017
1.	Maintenance work for chakkaravaarthi Hostel Buildings and White wash and colure wash work	60,91,093	98,071
2.	Annai nagmmaiyar & Vittobai Hostel	11,33,460	2,64,576
3.	Annai Nagammaiyar Cafeteria	1,27,500	4,48,964
4.	University Maintenance	31,59,596	9,21,421
	Total	1,05,11,649	17,33,032

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c.	Details related to Governance and Leadership for the past six months (Jan to June 2017) to be presented.	Presented during the 86ᵗʰ meeting of the IQAC.
d.	EMS - Measures and Strategies to improve the performance to be suggested and the Energy Audit report to be presented.	Green Audit Report Presented during the 86ᵗʰ meeting of the IQAC.

Part -B: **REVIEW OF PROGRESS OF ACTIVITIES – NAAC CRITERION   WISE**

Item 87.3:   **Criterion I – Curricular Aspects**

- The Feedback from the stake holders have to be classified as critical, best and general that need to be addressed accordingly. The effectiveness of the implementation has to be recorded.

- The minutes of University Quality Review Meeting (UQRM) has to be incorporated criterion-wise as a part of agenda.

- The strategies for extension / expansion of courses have to be included in IQAC agenda prior to launching.

Item 87.4:   **Criteria – II - Teaching Learning and Evaluation**

- Data presentation has to be chronologically arranged.

- Details have to be incorporated in the agenda as far as possible instead of in annexure.

- Data regarding value added courses has to be comprehensive with the course duration, number of students attended, etc,.

- The feedback has to be collected from the participants (students / staff / faculties) for every program conducted for analysis and to plan for improvement. The feedback analysis report has to be complete and supported with sample feedback forms collected.

- Any innovative approach in Teaching Learning Process has to be highlighted for discussion through agenda.

Item 87.5:   **Criteria – III - Research, Consultancy and Extension**

- Data related to Research, Extension and Consultancy that are to be uploaded in the NIRF

- Website has to be included in the agenda for discussion and approval.

- The method of fixing the target value to be achieved has to be redefined, based on the previous year's achievement.

- Any shortfall from the targeted value of achievement has to be reasoned out with justification.

- This has to be followed with action plan for improvement.

Item 87.6: **Criteria – IV - Infrastructure and Learning Resources**

- The library committee has to discuss the following:

  - The improvement in the library intake (books, journals, etc,.) from the previous session.
  - Plan of action for meeting the requirements of the library
  - Any shortfall of achievements and reasons for it.
  - Plan of action to be followed to overcome the difficulties and issues raised.

- To promote the research ambience and enhancing the research activities, the requirements of the departments are to be projected for discussion and approval.

Item 87.7: **Criterion – V - Student Support and Progression**

- The projection of data has to start with positive aspects with details.

- Data on Alumni Association (PMAA) activities has to be more comprehensive detailing the no. of chapters, no. of meetings held, no. of participants and contribution of alumni, etc,.

- Nationally recognized student achievers' names have to be included in the projection / report.

- The companies wherein students are placed have to be classified as Tier I, II and III while projecting the placement details.

- Mock tests with MCQ have to be conducted through BRAIN package for pre-final and final year students to prepare them for placement.

Item 87.8: **Criterion – VI -Governance, Leadership and Management**

As reported in the Academic and Administrative Audit (AAA) report, the activities assigned to, action taken by and the effectiveness are to be placed before the IQAC as agenda for discussion, authority-wise.

Item 87.9: **Criterion – VII - Innovation and Best Practices**

- The innovation and best practices have to be specific and not a generic ones.

- Even apparent minor innovation techniques also have to be projected.

PART - C

Item 87.10:   Other points:

- The agenda for UQRM has to be prepared jointly by the committee of Dr.T.P.Mani , Dr.P.Jayasudha and Dr. KVR Rajandran and submitted for approval.

- Mr. Sampath, Hon'ble member of IQAC suggested to introduce awards for Innovative work.

Dr. P. Jayasudha

Coordinator / IQAC