110th MEETING OF THE
INTERNAL QUALITY ASSURANCE CELL

MINUTES

DATE &TIME: 27-02-2025, 03:30 p.m.

VENUE: Conference Hall, IQAC
Periyar Maniammai Institute of
Science & Technology
Thanjavur

PERIYAR MANIAMMAI INSTITUTE OF
SCIENCE &TECHNOLOGY
Vallam, Thanjavur – 613403

110th MEETING OF THE
INTERNAL QUALITY ASSURANCE CELL

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PERIYAR MANIAMMAI INSTITUTE OF SCIENCE & TECHNOLOGY

110th MEETING OF THE
INTERNAL QUALITY ASSURANCE CELL

Held on 27-02-2025 at 03.30 p.m.

(Venue: Conference Hall, IQAC, Periyar Maniammai Institute of Science & Technology, Thanjavur)

MINUTES

The members as listed in the Annexure were present.

At the beginning, the Chairperson of IQAC and the Hon'ble Vice-Chancellor, Prof. V. Ramachandran, warmly welcomed the esteemed members of IQAC. The Vice-Chancellor, along with Executive Council member Mr. V. Anburaj, honored Dr. R. Malliga upon recently assuming the role of Pro-Vice Chancellor.

The Chairperson provided an overview of the initiatives undertaken by PMIST, including: (i) Implementation of AI-driven curriculum design aligned with the Sustainable Development Goals (ii) Integration of AI-based teaching, learning, and assessment through activity-based approaches for each course (iii) Incorporation of Universal Design for Learning (UDL) in the Outcome-Based Education manual to accommodate diverse learning levels (iv) Expansion of the Dual Degree program (B.Sc. Data Science) to students from Arts and Science streams (v) Efforts to address faculty vacancies and expedite the application for 12-B status.

The Chairperson further mentioned that the Dual Degree program was inaugurated on the afternoon of February 27, 2025, just before the commencement of the 110th IQAC meeting, with 30 students enrolling in the program.

The external members commended the efforts made toward enhancing the quality of academic activities.

The Chairperson then invited the Director of IQAC to present the agenda items for discussion and sought suggestions from the esteemed IQAC members on advancing PMIST towards the upcoming Binary Accreditation and Maturity-Based Graded Level framework, which NAAC is set to introduce soon.

IQAC110.01
CONFIRMATION OF THE MINUTES OF THE 109TH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL.

The 109th meeting of the Internal Quality Assurance Cell was held on 12-09-2024 in the Conference Hall, IQAC Division and minutes were communicated to the members. No dissents or corrections have been received from the members. Hence, it is decided that:

RESOLVED TO CONFIRM the minutes of the 109th meeting of the Internal Quality Assurance Cell held on 12-09-2024.

IQAC110.02 **ACTION TAKEN REPORT BASED ON THE MINUTES OF THE 109TH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL.**

RESOLVED TO NOTE AND APPRECIATE the following actions taken on the recommendations and suggestions given by the members during the 109th meeting of the Internal Quality Assurance Cell.

a. Initiatives undertaken to expand IQAC for developing effective strategies and addressing each metric of the ten attributes outlined in the NAAC transformative reforms for Binary Accreditation and Maturity-Based Graded Level Accreditation.

b. Steps taken to identify and encourage 132 faculty members to attend FDPs conducted by AICTE, UGC, NITTTR, and other institutions.

c. Completion of CO-PO attainment for all courses offered during the academic year 2023-2024, along with discussions on continuous quality improvement held during the Board of Studies meetings conducted by each department.

d. Strategic measures taken towards networking, brand building, active social media utilization, and publicizing organized activities:

   i. Strengthening collaborations with Taylor's University, Malaysia, International Water Association and Tamilnadu Centre of Excellence for Advanced Manufacturing (TANCAM), Chennai.

   ii. Enhancing engagement on platforms such as LinkedIn, Twitter, Instagram, and Facebook by regularly sharing updates on events and achievements.

   iii. Integrating event live-streaming and webinar recordings on institutional websites and YouTube channels to further

networking, brand building, social media presence, and promotion of activities.

e. Completion of CO-PO attainment for all courses offered during the academic year 2023-2024, along with discussions on continuous quality improvement held during the Board of Studies meetings conducted by each department.

RESOLVED TO SUGGEST identifying faculty members with passion and expertise in each domain of the new NAAC metrics and assigning responsibilities accordingly to enhance the overall impact.

RESOLVED TO SUGGEST development of a system for faculty members to contribute back to the institution by sharing the impact or outcomes gained from attending FDPs organized by UGC, AICTE, NITTTR, and other institutions.

RESOLVED TO RECOMMEND and mandate that faculty members participate in FDPs and online courses within the same vertical, offered by institutions of national importance as a capacity-building initiative.

RESOLVED TO RECOMMEND FURTHER the continuation of activities through strengthened collaborations with academic institutions, industry partners, and research organizations.

RESOLVED TO RECOMMEND conducting regular reviews of progress in research, consultancy, training, and placement, as well as tracking students benefiting from structured coaching sessions for GATE and other competitive exams, integrated into the academic calendar.

RESOLVED TO CONFIRM the action taken report on the recommendations and suggestions received from the members during the 109th meeting of the Internal Quality Assurance Cell.

IQAC110.03	**TO INFORM THE MEMBERS ABOUT THE SUBMISSION OF AQAR 2023-2024, NIRF 2025, AND AISHE 2023-2024 REPORTS THROUGH ONLINE PORTAL.**

RESOLVED TO NOTE AND APPRECIATE the submission of the Annual Quality Assurance Report (AQAR) data for the academic year 2023-2024 on the NAAC HEI portal on 21-01-2025, active participation in the NIRF 2025 ranking process, and submission of institutional data for the academic year 2023-2024 through the online portal on 13-01-2025 under six categories: Architecture and Planning, Engineering, Management, Innovation, Overall, and SDG Institutions. Additionally, the institutional data for the All-India Survey on Higher Education (AISHE) was submitted on 14-02-2025 through the web-based Data Capture Format (DCF), ensuring compliance with national educational data reporting standards.

RESOLVED TO RECOMMEND ensuring consistency in data submitted to all statutory and accrediting bodies.

IQAC110.04   **TO INFORM THE MEMBERS ON THE SUMMARY OF OBSERVATIONS MADE BY EXTERNAL EXPERTS DURING THE ACADEMIC AND ADMINISTRATIVE AUDIT CONDUCTED ON 29-11-2024 AND 30-11-2024.**

RESOLVED TO NOTE the conduct of external audit on academic and administrative activities of the Institute during 29th and 30th November, 2024.

RESOLVED TO SUGGEST action taken for the salient points of the audit especially the suggestions and recommendations by the members as listed below.

a. consistent faculty development through workshops, targeted training programmes, and clarity in roles and responsibilities.

b. Initiatives such as organizing workshops on Outcome-Based Education, rubric development, and research-oriented training were strongly recommended.

c. The establishment of domain-specific clubs, professional societies, and mentoring frameworks for holistic student and faculty growth were emphasized.

d. The suggestions also included adopting ICT tools for teaching, increasing international collaborations, and encouraging faculty to author textbooks and research publications to enhance institutional capacity.

e. The audit observed misconceptions about OBE and called for regular workshops to enhance faculty understanding.

f. Recommendations included aligning Course Outcomes with higher-order cognitive levels (K3 and above) and refining rubrics for assessment.

g. The audit stressed the need for continuous quality improvement, including tracking CO attainment and implementing remedial measures when necessary.

h. Integration of modern simulation tools, open-book examinations focused on complex questions, and domain-specific feedback from industries were encouraged for strengthening the OBE framework.

i. Achieving 12B status was highlighted as a priority, with an emphasis on compliance with UGC guidelines.

j. The audit recommended forming a dedicated team to oversee the application process, monitor eligibility criteria, and maintain meticulous records for submission.

k. The audit also proposed optimizing resources by reviewing low-demand courses and reallocating faculty as necessary, ensuring full adherence to the mandated faculty-to-student ratios and improving faculty retention strategies.

l. Recommendations included upgrading laboratory facilities for research in emerging fields, establishing NABL-accredited labs, and enhancing classroom environments with smart technologies.

m. The audit emphasized accessibility for differently-abled students, better library resources, and improvements in hostel and gym facilities.

n. Expansion of research facilities in cutting-edge areas like AI, Cybersecurity, and Renewable Energy was also proposed, alongside ensuring sustainable campus practices aligned with SDG goals.

IQAC110.05	**TO INFORM THE MEMBERS ABOUT THE QUALITY INITIATIVE PROGRAMMES ORGANIZED BY IQAC FOR THE FACULTY MEMBERS AND STUDENTS FROM SEPTEMBER 2024 TO JANUARY 2025.**

RESOLVED TO NOTE AND APPRECIATE the actions taken by IQAC in response to the recommendations of experts from the Academic and Administrative Audit, including the conduct of

a. A six-day Faculty Development Programme, held in two slots: from 26-12-2024 to 02-01-2025 and from 03-02-2025 to 08-02-2025 on *"Empowering Educators: Mastering Outcome-Based Education."* The FDP comprised three modules:
   - Integrating Outcome-Based Education in Teaching Practices
   - Curriculum Design and Development: Aligning with OBE Standards and Sustainable Development Goals
   - Assessment and Evaluation in the OBE Framework: Best Practices

b. A Special Lecture by Dr. V. Damodaran, Founder & CEO of Ampera DEI, Chennai on Career Opportunities for students of the Faculty of Engineering and Technology on 24-09-2024.

c. An Outreach and awareness programme on IEEE & IEEE CS and Mini ICT Quiz for students on 14-11-2024 and a special session on Publishing for IEEE Journals and Conferences for faculty members and research scholars on 15-11-2024 by Mr. H. R. Mohan, Senior member, IEEE, Chennai.

TO INFORM THE MEMBERS ABOUT THE PROGRESS IQAC110.06 MADE UNDER VARIOUS METRICS OF THE SEVEN CRITERIA OF NAAC.

RESOLVED TO NOTE the updates implemented by PMIST across various metrics of the seven NAAC criteria from September 2024 to January 2025.

a. Curriculum

No. of Programmes Offered (2024-2025): • UG (33) • PG (20) • Ph.D. (17)	70
Value Added Courses (September 2024 – February 2025)	
No. of Value-Added Courses offered	31
No. of students benefitted	2047

b. Teaching-Learning and Evaluation

No. of students completed online certificate courses through NPTEL / SWAYAM (June 2024 – Dec. 2024)	126
No. of e-content modules prepared	05
No. of Mentoring workshops organized by Centre for Students and Administrative Services (CSAS) for faculty members and students (Sep. 2024 – Dec. 2024)	02
No. of full-time teachers received awards (Sep. 2024 – Dec. 2024)	12

c. Research & Innovation Outcomes

The revenue generated through consultancy amounted to Rs. 14,63,720/-.

Research Project Proposals submitted	24
Research Scholar completed Public Viva-Voce	08
Research Scholars Submitted Ph.D. Thesis	01
Research Scholars Submitted Ph.D. Synopsis	01
No. of Books published	12
No. of Book Chapters published	28
No. of MoUs signed	06
No. of Patents published	05

d. Student Outcomes

Scholarship details	
No. of students received Management Scholarship: • Renewal (1791) • Fresh (1427)	3218
Total Scholarship Amount disbursed: • Renewal (Rs. 1,65,95,500/-) • Fresh (Rs. 2,23,09,500/-)	Rs. 3.89 Crore
Student Progression	
No. of career counselling / competitive examination trainings conducted by various departments	11
No. of capacity development and skill enhancement programmes organized for students by various departments	99
No. of students qualified in NCC 'B' Certificate Examination	31

No. of awards / medals won by students for outstanding performance in sports and cultural events • International level (7) • State level (44) • District level (70)	121
No. of Programmes organized • Sports (4) • Technical event / Symposium (7) • Clubs and Societies / Cultural activities (9)	20
No. of Alumni activities / Lectures conducted	05
No. of students Placed through 16 placement drives	83
No. of graduated students (2023-2024) progressed to higher education during the year 2024-2025	140

e. **Governance, Leadership and Management**

e-Governance Module developed and implemented • OBE – Examination and Evaluation System – Extension • Student Enquiry System • Student Mentoring System • Staff Profile • IQAC Reports • COE Automation • Anti-ragging Online Form upload • In-Plant Training Attendance Monitoring	
Total No. of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies (June 2024 – Dec. 2024)	121 (Rs. 8,88,985/-)
Number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during this quarter (Sep. 2024 – Jan. 2025)	08 (Teaching: 07 & Non-teaching: 01)
Total number of teachers undergoing online / face-to-face faculty development programmes (June 2024 – Dec. 2024)	132

f. Sustainability Outcomes and Green Initiatives

Programmes / Events	No. of Events	Total no. of participants
No. of programmes conducted on counselling	06	1153
No. of activities conducted by Gender Champion Club	01	21
Green Initiative activities	07	563
Programmes on Sensitization for inclusive environment	08	812
No. of Events organized (Celebrations and Observance of days)	20	Mass gathering

RESOLVED TO NOTE AND APPRECIATE the technology transfer and innovation achievements made through Periyar TBI, the Pneumatically Operated Electronic Multipurpose Simulator (POEMS), as the result of a decade-long collaboration between PMIST and the Indian Air Force through its Thanjavur Airbase. The IAF Headquarters signed a Memorandum of Understanding and provided funding to develop a fully functional training gun, which led to an order for bulk production of the equipment, consisting of five modules, for 11 IAF stations across the country. The initial research & development was carried out by faculty teams from the Aerospace, Mechanical, Electrical, Electronics, and Computer Engineering departments. The manufacturing process was undertaken by Periyar TBI and its start-ups. The first set of POEMS is set to be inducted into service by the IAF on March 21, 2025, demonstrating both the technical expertise of PMIST faculty and the technology commercialization capabilities of its incubator.

RESOLVED TO NOTE AND APPRECIATE the award received by the Faculty of Architecture and Planning in the Institute category at the Bhartiya Paramparik Awas Uthan Puraskar 2024. The FAP team secured third place, showcasing their expertise in architectural heritage and sustainable innovation in the competition organized by CSIR-CBRI.

RESOLVED TO NOTE AND APPRECIATE PMIST for achieving global recognition by securing the 457th position in the esteemed UI Green Metric World Most Sustainable Universities Ranking. This ranking, which evaluates 1,477 higher education institutions (HEIs) worldwide, highlights the university's strong commitment to sustainability and innovation.

On the Asian leader board, the institution holds the 241st position. In India, it is ranked 17th among the most sustainable universities, while in Tamil Nadu, it stands at an impressive 6th place, reinforcing its status as a leader in sustainability. Notably, this achievement reflects its consistent performance from 2023, further strengthening its reputation for environmental responsibility.

IQAC110.07	**TO INFORM THE MEMBERS ABOUT THE INITIATION OF DUAL DEGREE PROGRAMME FOR THE STUDENTS OF SCIENCE, COMPUTING, COMMERCE AND MANGEMENT STREAMS.**

RESOLVED TO NOTE AND APPRECIATE the proposal to extend the dual degree programme in B.Sc. Data Science to students from the Science, Computing, Commerce, and Management streams as per the discussions held during the 46th meeting of the Academic Council on 27th September 2024, and the high-level committee meeting on 28th September 2024, which focused on establishing guidelines, regulations, and a common framework for organizing dual degree programmes.

To obtain a first degree in Science, Computing, Commerce, or Management, a student must earn 140 credits. A student from any of these streams need to earn an additional 80 credits in a second discipline, such as B.Sc. Data Science, to acquire the dual degree.

IQAC110.08 **TO INFORM THE MEMBERS ABOUT THE INITIATION TAKEN TO PROMOTE THE ACADEMIC ACTIVIITES.**

RESOLVED TO NOTE the following initiatives taken to promote the academic activities

a. Preparation of an OBE Manual to standardize the implementation of Outcome-Based Education (OBE) across all programs, integrating essential elements such as Program Educational Objectives (PEOs), Program Outcomes (POs)/Program-Specific Outcomes (PSOs), and Course Outcomes (COs). The manual includes guidelines for mapping COs to POs using CO-PO articulation matrices, assessment methodologies, calculation of CO attainment and PO achievement through direct and indirect assessments, and the incorporation of Universal Design for Learning (UDL) principles. Additionally, it outlines mechanisms for analyzing assessment data to enhance curriculum design and delivery, ensures compliance with NBA and NAAC requirements, and promotes clarity and accountability in achieving learning outcomes.

b. Revision of the Examination Manual to ensure a transparent, fair, and efficient examination process, aligning with modern best practices, technological advancements, and updated guidelines from regulatory bodies such as the University Grants Commission. The new Examination Manual has been developed to address key areas, including the conduct of examinations, guidelines for the moderation of question papers, evaluation methods, and grievance redressal. This manual provides clear and comprehensive guidelines for both faculty and students, ensuring consistency across all programs.

RESOLVED TO NOTE AND APPRECIATE the approval granted to PMIST (U-0469) to serve as an examination centre for SWAYAM courses by the SWAYAM E-content team of UGC. This recognition enhances learning opportunities for both students and faculty, promotes optimal resource utilization, and supports digital learning, flexibility, and multidisciplinary education. To oversee the adoption of MOOC courses and the examination process, Dr. A. Muthamizh Selvan, Head of the Department of Informatics, has been appointed as the University Nodal Officer.

IQAC110.09 **TO INFORM THE MEMBERS ABOUT THE ROLE OF PROFESSORS OF PRACTICE IN ENHANCING ACADEMIC ACTIVITIES.**

RESOLVED TO NOTE AND APPRECIATE the active involvement of six Professors of Practice across various departments in enhancing the curriculum, strengthening industry-academia collaboration, fostering skill development and training, contributing to research and consultancy, and supporting internships and placements.

RESOLVED TO SUGGEST the allocation of mentees (students) to all six Professors of Practice to guide and support students in their academic growth, innovation, and placement opportunities.

IQAC110.10 **TO INFORM THE MEMBERS ABOUT THE INITIATION TAKEN TO PROMOTE THE RESEARCH ACTIVIITES.**

RESOLVED TO NOTE the introduction of the Ph.D. Regulations 2024, revising the existing Ph.D. regulations to align with current standards. The key features of the new regulations include eligibility criteria, minimum qualifications, entrance examination procedures, revised norms for appointing research supervisors (including limits on the number of Ph.D. scholars per supervisor), provisions for co-supervision in interdisciplinary research, defined timelines for completion with extensions under exceptional circumstances, and a mandatory requirement for publishing research work in peer-reviewed journals before thesis submission, in accordance with AICTE/UGC standards.

The new Ph.D. regulations aim to enhance the research output of the institution and ensure that scholars are better equipped to meet global academic and industry standards.

RESOLVED TO NOTE the establishment of research laboratory in a phased manner to allocate resources effectively and ensure sustainable implementation, initially focusing on essential infrastructure and high-priority software applications, followed by supporting tools and advanced technologies. This will enhance PMIST's research capabilities across multiple disciplines, aligning with institutional goals for growth and development.

IQAC110.11 **TO INFORM THE MEMBERS ABOUT THE INITIATION TAKEN TO PROMOTE MENTORING ACTIVIITES.**

RESOLVED TO NOTE the development of a digital mentoring platform by the e-Governance team within the BRAIN software to track interactions, progress, and feedback. The Mentoring Module was demonstrated to faculty members and implemented in October 2024.

RESOLVED TO NOTE the systematic approach established for mentor allocation by assigning surplus mentors from other departments, ensuring an optimal mentor-mentee ratio of 1:20 for personalized guidance.

RESOLVED TO NOTE AND APPRECIATE the workshops organized for faculty members on "Integrating Universal Human Values for Effective Mentoring" from September 3, 2024, to September 9, 2024, and on "Constructive Feedback and Communication Strategies in Mentorship" on February 1, 2025.

RESOLVED TO NOTE AND APPRECIATE the motivational talk delivered by Dr. A. Kaliyamurthy, Retired Superintendent of Police, Government of Tamil Nadu, on "Driving Change for a Better Tomorrow," organized for students on January 23, 2025.

RESOLVED TO NOTE the implementation of periodic reviews, mentoring audits, and mentee feedback mechanisms to evaluate the effectiveness of mentoring and facilitate necessary improvements.

IQAC110.12 **TO INFORM THE MEMBERS ABOUT THE PROPOSALS PLANNED TOWARDS QUALITY ENHANCEMENT.**

RESOLVED TO NOTE the following proposals planned towards quality enhancement

a. **Submitting application to acquire 12-B status from UGC**

As per the recommendation of the External Academic and Administrative Audit Committee, PMIST is planning to submit an application for acquiring 12B status from UGC.

b. **Implementing Outcome-Based Education (OBE) effectively**

Aligning curriculum, teaching methodologies, and assessments with learning outcomes to improve student competencies and conducting regular faculty training programme on OBE principles and best practices.

c. **Digital Transformation & E-Governance Implementation**

To ensure a seamless academic and administrative experience, it is essential to implement digital transformation and e-Governance solutions through a unified platform, enabling faculty, students, and administrators to access academic and administrative services efficiently. Additionally, initiatives to enhance Learning Management Systems (LMS) and smart classrooms will support technology-driven education.

IQAC110.13 **OTHER ITEMS IF ANY WITH THE PERMISSION OF THE CHAIR.**

RESOLVED TO APPRECIATE the qualitive initiatives taken by the Institution in implementing various academic activities.
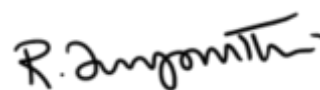
RESOLVED TO RECOMMEND the implementation of awareness and training programs for faculty members to ensure data collection, evidence provision, and consistency through a structured documentation culture.

RESOLVED TO SUGGEST students put in extra effort and actively participate in volunteer activities for training programs and placement drives. Additionally, student council representatives were requested to serve as ambassadors in disseminating information to their peers and to organize various cultural activities in a well-disciplined manner with the support of all class representatives.

RESOLVED TO NOTE AND APPRECIATE the twenty students benefited from the free four-wheeler driving classes offered to hostel residents and suggested that student council representatives disseminate this information to all students.

TO FIX THE DATE AND TIME FOR THE NEXT MEETING OF THE INTERNAL QUALITY ASSURANCE CELL.

IQAC110.14

RESOLVED TO CONDUCT the next meeting (111th meeting) of the Internal Quality Assurance Cell tentatively on 24-05-2025 (Saturday) at 11.00 a.m.

Dr. R. JAYANTHI
Director / IQAC

Copy to: Members of IQAC