

INTERNAL QUALITY ASSURANCE CELL

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**PERIYAR
MANIAMMAI**
INSTITUTE OF SCIENCE & TECHNOLOGY
(Deemed to be University)
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MINUTES OF 101st MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 21.06.2022

Time: 11.00 A.M

Venue: IQAC meeting Hall

Members Present

S.No	Name	Designation	Representation
1.	Dr. S. Velusami	Vice Chancellor	Chairperson
2.	Mr. V. Anburaj	Representative of BoM	Member
3.	Dr. P.K. Srividhya	Registrar	Member
4.	Dr. R. Jayanthi	Professor / Civil & Director (i/c) / IQAC	Member
5.	Dr.A.George	Dean Academic & Professor / Mathematics	Member
6.	Dr. S. Kumaran	Dean / Research (i/c)	Member
7.	Dr. S. Senthamilkumar	Dean / FET	Member
8.	Dr. C.V. Subramanian	Dean / FAP	Member
9.	Dr. J. Jeyachidra	Dean / FSCE	Member
10.	Dr. P. Vijayalakshmi	Dean / FHSM	Member
11.	Dr. K. Lakshmi	Professor / CSE	Member
12.	Dr.SP.K. Babu	Professor / ECE & Director(i/c) /CSAS	Member
13.	Dr. KVR Rajandran	Professor / MBA & QMS	Member
14.	Dr.P.Guru	Associate Professor / MBA & Director (i/c) / CIII	Member
15.	Dr.Sathyapriya J	Associate Professor / MBA & IQAC Co-Coordinator	Member
16.	Dr. M. Sharmila Begum	Associate Professor / CSE	Member

S.No	Name	Designation	Representation
17.	Ms.J.Latha	Asst. Registrar / Registrar Office, Representing Senior Administrative Office	Member
18.	Dr.Geetha Swaminathan, Director,SCEED and Member in DST National Academic Committee - NCSC and NEAC, Stella Maris College (Autonomous), Chennai	Academic Representative	Member
19.	Er. N.T. Balasundaram President, Chamber of Commerce, Thanjavur	Industry Representative	Member
20.	Dr.Indira Kannan Project Head, Redington Foundation, Thanjavur	Local Society Representative	Member
21.	Mr.S.Alagiri (F/o N.A.Chakaravarthini, I Year B.Arch) Teacher, Veeraraghava Higher secondary School, Thanjavur	Parent Representative - 1	Member
22.	Mr.K.Gajendran (F/o G.Harini, III Year CSE) Teacher, St Joseph's Nursery & Primary School, Aranthangi	Parent Representative - 2	Member
23.	Mr.S.Vijay Ananth Environmental Engg. Consultant	Alumni Representative	Member

Members abstained with prior intimation:

S.No	Name	Designation	Representation
1.	Dr.A.P.Aruna	CEO - Periyar TBI	Member

Honourable ViceChancellor Dr.S.Velusami, welcomed all the members of IQAC .
The meeting started with the Agenda of the meeting which has been earlier circulated
to all the members.

Item 101.1 Review if any and confirmation of the minutes of 100th meeting of IQAC held on 7.1.2022

The minutes of the 100th meeting of the IQAC conducted on 7.1.2022 was circulated to all the members through mail and confirmed as such since there was no remark/correction received.

Item 101.2 Review of Progress of Activities (Jan 2022 - Apr 2022) by IQAC and Criteria wise

- a) Dr.R.Jayanthi, Director i/c IQAC presented the participation in Rankings by Institution and awarded rankings. Tamilnadu Green Champion award with Cash Award Rupees One Lakh from Tamilnadu Pollution Control Board, Government of Tamilnadu received by PMIST and was appreciated by the Members. The Programmes conducted a part of quality initiatives by IQAC has been briefed. The grant of workshop proposal submitted to NAAC by IQAC on title "Effective E-content Development for enhanced learning experience of students" was informed to the members. The revision of manuals
- a) Manual for Mentoring System b) Manual for Student Code of conduct and Disciplinary Codes and) Manual for Value Added Courses have been discussed and approved by the members.

Revisions discussed for student conduct and disciplinary codes

- Committee to monitor students conduct and parking rules are added
- Process of enquiry is given as a flow graph
- In-disciplinary act and respected quantum of punishment is added.

Revisions discussed for Mentor Mentee system

- Questionnaire devised for the initiation stage
- Mentors role in introducing new parameters/avenues introduced by UGC such as multiple exit, vocational courses, MOOC/ODL, taking multiple degree simultaneously etc to the students.
- Exit survey to access the mentor-mentee system.

Revisions discussed for Value Added Course (VAC)

- Minimum requirements for completing a VAC, information about VAC to students and documents to be submitted to IQAC are present in the manual.

CRITERION - I: CURRICULAR ASPECTS

Dr.SP.K.Babu explained the steps taken for Implementation of LOCF for Science, Humanities and Arts Programmes. He added that as per AQAR 2021-22 Multidisciplinary / interdisciplinary approach, flexible curriculum, vocational education and soft skills and 3/4 year distinction will be taken into account.

The revision of curriculum for PG programmes was discussed and will also be in line with OBE and as per AICTE guidelines.

Dr.Geetha Swaminathan advised that more number of sessions to be conducted for the faculty members on Outcome based education (OBE).

Dr.George, Dean Academic explained that mentors will motivate the students for the choice of the Value added course.

Dr.P.K.Srividhya, Registrar insisted on Internship for the students and appreciated for MoUs have been signed by Aerospace and Civil Engineering departments for taking care of Internships with Infinity solutions, Chennai & Vimanna Labs, India Private Limited

The metrics in Criteria I with respect to the target and achieved was critically analyzed.

Metrics	Achieved (Jan 2022 -May 2022)	Target (%)
Number of courses having focus on employability/ entrepreneurship/ skill development	74	85
Number of new courses introduced	11	22
No of value-added courses (VAC)	27	18
Student Enrolment in percentage in VAC	64	65
Syllabus Revision (No of programmes)	7	100
Percentage of Student Undertaking Field Projects/Internship etc	24	65

CRITERION - II: TEACHING LEARNING AND EVALUATION

Dr.K.Lakshmi, Professor / CSE explained the metrics related to Criteria II for the period from Jan 2022-May 2022.

- Demand ratio for 2021-22 : 1.77
- Student - Full time Teacher ratio : 1:20
- Mentor mentee Ratio : 1:20
- Average percentage of full time teachers with Ph.D : 39.7%
- Full time teachers who received awards, recognition, fellowships at the State, National, International level from Government/Non-Govt. recognized bodies

S. No.	Name of full-time teachers receiving awards	Designation	Name of the award	Name of the Awarding Agency
1.	Dr.S.Gomathi	Associate Professor	Research Excellence Award	Institute of Scholars, Department of Membership, #1338, 2nd Cross, 7th Block Sir M V Layout, Muddhinapalya Bengaluru-560091, Karnataka, India
2.	Dr.P.Gayathri	Associate Professor	Indo Asian Research Excellence Award 2022	Ratna Prasad Multi Disciplinary Research and Educational Society, Vijayawada, India.
3.	Mr.R.Rakesh	Assistant Professor	Young Researcher Award	Institute of Researchers, Wayanad, Kerala
4.	Dr.R.Sathiskumar		Avishkar Achievers Award 2022- Dynamic Professor	Avishkar Foundation, Solapur
5.	Dr.A.Anand Jerard Sebantine	Associate Professor	Outstanding Contributor Award in Social Work- Alpha of the Department Award	Nehru Arts and Science College, Coimbatore

Dr.Geetha Swaminathan advised to improve the number of faculty with Ph.D. She also added to conduct more number of workshops on ICT tools usage. Dr.P.K.Srividya, Registrar explained the steps taken during the recruitment process.

CRITERION - III: RESEARCH, CONSULTANCY AND EXTENSION

Dr.S.Kumaran, Dean Research explained the metrics related to Criteria III

- Faculty provided with seed money by the Management: 9 Nos.
- Number of research projects funded by TNSCST : 7 (faculty received worth of Rs.52,500/-
- Number of Patents published/awarded : 13 Nos.
- No of Ph.Ds awarded during this period :3 Nos.
- Number of research papers in the Journals notified on UGC website (Jan 2022 -May 2022) : 114 Nos.
- E-content developed by teachers:
 - ✓ Dr.K.Selvakumar has developed module on Perspectives on Public Administration for IGNO, National Movements and Constitutional of India, Political Sociology and Principles of Political Science for Tamilnadu Open University
 - ✓ Dr.J.Jeyanthi has developed Tamil translation for Engineering Mathematics under SWAYAM, NPTEL

The details of the revenue generated for the period from Jan 2022 -May 2022 was presented Total amount generated from consultancy and corporate training during the period from Jan 2022 -May 2022 is Rs.18,53,125/-

Twenty number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), Entrepreneurship, Skill Development from Jan 2022 -May 2022. Dr.Geetha Swaminathan appreciated Dean Research for the effort of conducting more number of workshops on entrepreneurship and skill development.

Five awards received by five faculty for outstanding research activity.

1. Dr.M.Sharmila Begum, HoD, CSE - Best Researcher Award
2. Mr.R.Rakesh- Young Researcher Award
3. Dr.R.Arumugam- Outstanding Professional & Research achievements- Outstanding Professional & Research achievements- CV Raman Prize 2022
4. Dr.S.Gomathi- Research Excellence Award
5. Dr. P. Gayathri - Research Excellence Award

Dr.A.Ashokkumar, Head of the Department-Biotechnology was appointed as one of the members of the District Green Committee

- Number of extension and outreach programs conducted by the institution
 - ✓ NSS- Camps: 2 Nos.
 - ✓ YRC : One blood donation camp
 - ✓ NCC : 16 Programmes
- Total number of Collaborative activities with other institutions : 18 Nos.
- No. of MoUs signed: 11 Nos.
- Total number of Collaborative activities with other institutions
- During discussion, Dr.P.K.Srividya insisted to have action plan for funding from NGOs. Dr.Geetha Swaminathan advised to separately show the patent awarded. She further added that the number of publications per teacher has to be targeted for the next quarter.

CRITERION - IV: INFRASTRUCTURE AND LEARNING RESOURCES

Dr.S.Senthamilkumar, Professor, Dean FET, presented the metrics for Criteria IV as below

Total expenditure excluding salary for infrastructure augmentation during the year (INR in Lakhs) : Rs. 11,83,861/-

He also presented the proposed construction works at the Institute for worth of Rs.55 Lakhs

CRITERION - V: STUDENT SUPPORT AND PROGRESSION

Dr.C.V.Subramanian, Dean FAP presented the metrics for Criteria V

- Number of programmes on career counseling and guidance (Jan 2022-May 2022): 10 Nos.
- Number of students benefited by these programmes : 647 Nos.
- Capacity development and skills enhancement initiatives: 38 Nos.
- Number of students benefited: 2458 Nos.
- Number of awards/medals won by students for outstanding performance in sports : 5 Nos.
- Number of sports and cultural events / competitions organised by the institution : 12 Nos.

CRITERIA VI - GOVERNANCE LEADERSHIP AND MANAGEMENT

Dr.K.V.Rajendran, Professor / Management Studies presented the metrics for Criteria VI

Number of Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies:

Towards ISTE Membership for 17 number of faculty: Rs.60180/-

Towards IE membership - for 8 number of faculty: Rs.39170/-

Number of professional development / administrative training programs organized by the institution for teaching and non-teaching staff for one week: 2 Nos.

Number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP): 14 Nos.

CRITERIA VII - INSTITUTIONAL VALUES AND BEST PRACTICES

Number of Programmes conducted by the Institution for the promotion of gender equity and Counselling (Jan 2022- May 2022) - 34 No

Under alternate sources of energy and energy conservation measures

- a. Revamping of Biomethanation Plant has been carried out in stages such as
 - Replacement of new digester cover made of Tarpaulin sheet under process.
 - Change of blades of the Rasper equipment.
 - Conventional and neo-conventional bulbs/lights are replaced with LED lights.
- b. LED Lights replaced during July 2021 to June 2022 : 20.273 KW Percentage of LED lights installed for Last one year : 41.61 %

Quality audits on environment and energy are regularly undertaken by the institution

Energy and Environment Audit is being conducted in June 2022 by Dr.B.Vivekanandan, BEE Certified Auditor, TryCAE, Pvt. Ltd. Trichy for the duration from June 2021 to May 2022. Audit is under progress and will be completed within last week of June 2022.

Number of programmes providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and such other diversities: 20 Nos.

Number of programmes in Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens: 10 Nos.

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes

In this regard Students' conduct and Disciplinary codes have been revised

Number of programmes under national and international commemorative days, events and festivals: 7 Nos.

World Environment day was organized by conducting Rally under the theme "Only One Earth on 6.6.2022

Certificates for Appreciation for World Environment Day Celebrations June 2022 have been received from Mahatma Gandhi National Council of Rural Education

Periyar Technology Business Incubator (Periyar TBI)

Dr.S.Kumaran presented the activities of Periyar Technology Business Incubator

Supported four faculty (Physics, ECE and Aerospace) in preparing their applications for Open Challenge-4 under IDEX (Defence Challenges). Wall climbing robot for Goa Shipyard Limited (GSL) by Mr.Rakesh and Mr. Karthick was reviewed by High Powered Selection Committee review (12.04.2022). Results are awaited.

- One-day Achievement Motivation training was organised for II and III years students of Biotechnology department (22.02.2022)
- Talks were completed with e-Samudaay, an online e-commerce platform for introducing their Experience Entrepreneurship Programme to PMIST students and alumni aspirants in entrepreneurship.
- PTBI CEO delivered a lectured on Entrepreneurship opportunities to the students of PMIST and Bon Secours College for Women in a webinar organized by Dept. of chemistry under the MOU.

Item No 101.3 ACTION PLAN

- The courses having employability, skill development, etc have to be improved. The HoDs will be informed to add such activities in the courses those have not been included. The addition will be done in the CA3 component of the assessment template.
- More number of new courses will be planned for revision.
- Initiatives for more number of students to take up field projects/internship/field visit. The first year students will take up the field visit (Industrial visit/tour) in the present semester.
- To understand more about the e-resources for ICT based education, one workshop is planned for the next quarter.
- Number of Research publications have to be improved
- Each Department has to conduct programme for Teaching Staff and Non-Teaching Staff at least 10 Programme for each academic year
- Staff should avail the financial support to attend conference, workshop etc.,
- Skill development programme for Technical and Supporting staff to be conducted
- Academic and Administrative Audit planned in July 2022
- Three days workshop on ,Effective E-content Development for enhanced learning experience of students` sanctioned by NAAC 24.11.2022 - 26.11.2022
- PTBI will organise two-week FDP for faculty who will be handling the XVM course in Entrepreneurship Development under the sponsorship from DST.
- PTBI will relaunch its Saturday's boot camps for interested students who pursue their entrepreneurial interest after completing the XVM course on entrepreneurship.
- Summer Internships and work while you learn options will be tried during this period by PTBI.
- Campus venture support and E-Weeks will be launched this semester by Periyar TBI.
- XVM course in Entrepreneurship Development will have more practical assignment and sessions by startups. Schedule for such support will be shared to respective course teachers and the department in advance by Periyar TBI.

Dr.J.Sathyapriya, Coordinator, IQAC proposed vote of thanks.

Dr.R.JAYANTHI
Director / IQAC

To:
Members of IQAC