

## INTERNAL QUALITY ASSURANCE CELL

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**PERIYAR  
MANIAMMAI**  
INSTITUTE OF SCIENCE & TECHNOLOGY  
(Deemed to be University)  
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### **MINUTES FOR 106<sup>th</sup> MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Date: 12.10.2023**

**Time: 11.00 A.M.**

**Venue: IQAC Meeting Hall**

#### **Members present**

S.No	Name	Designation	Representation	Remarks
1.	Dr.S.Velusami	Vice Chancellor	Chairperson	Present
2.	Mr.V.Anburaj	Representative of BoM	Member	Online
3.	Dr.P.K.Srividhya	Registrar	Member	Present
4.	Dr.R.Jayanthi	Professor / Civil & Director (i/c) / IQAC	Member	Present
5.	Dr.V.Violet Juli	Dean (Academic) / Curriculum Development	Member	Present
6.	Dr.J.Jeyachidra	Dean (Academic) / Teaching, Learning and Evaluation	Member	Present
7.	Dr.D.Jeyasimman	Professor/Mechanical Engg. & Director - Academic Research	Member	Present
8.	Dr.C.V.Subramanian	Professor/ Architecture & Director / CSAS	Member	Present
9.	Dr.D.Umamaheswari	Professor/Commerce & Director / EOMS	Member	Present
10.	Dr.J.Santhosh	Assistant Professor (SG) / Civil Engg.	Member	Present
11.	Dr.M.Sharmila Begum	Dean i/c / Faculty of Computing Science and Engineering.	Member	Present
12.	Dr.P.Vijayalakshmi	Dean / FHSM	Member	Present
13.	Dr.P.Guru	Associate Professor / MBA & Director (i/c) / CIII	Member	Present
14.	Dr.AR.Umayal Sundari	Associate Professor / Physics & IQAC Deputy Director	Member	Present
15.	Dr.S.Muruges	Co-ordinator, Data Management System	Member	Present
16.	Mr.P.Ilangovan	Assistant Professor (SS) / CSE & IQAC Co-coordinator	Member	Present
17.	Dr.G.Sundarambal	Assistant Professor / Languages & IQAC Co-coordinator	Member	Present
18.	Ms.J.Latha	Asst. Registrar /Office of Registrar	Member	Present
19.	Dr.A.P.Arana	CEO - Periyar TBI	Member	Present

S.No	Name	Designation	Representation	Remarks
20.	Dr.Geetha Swaminathan, Director, SCEED and Member in DST National Academic Committee- NSCS and NEAC, Stella Maris College (Autonomous), Chennai	Academic Representative	Member	Present
21.	Dr.Indira Kannan Project Head, Redington Foundation, Thanjavur	Local Society Representative	Member	Online
22.	Mr.S.Alagiri (F/o N.A.Chakaravarthini, I Year B.Arch) Teacher, Veeraraghava Higher Secondary School, Thanjavur	Parent Representative	Member	Present
23.	Ms.A.Santhi (M/o P.Yazhisai ,II year ECE) 16, Cauvery Nagar, South Extn, Madhakkottai Road, Thanjavur	Parent Representative	Member	Present
24.	Mr.S.Vijay Ananth SEED Engineering consultants, Thanjavur Environmental Eng. consultant and Operational Head (MEPF)	Alumni Representative	Member	Present
25.	Mr.S.Manish Kumar III Year ECE	Chairperson / Student Council of PMIST	Member	Present
26.	Mr.R. Raghul Harishwar II Year BCA	Secretary / Student Council of PMIST	Member	Present

**Members abstained with prior intimation:**

S.No	Name	Designation	Representation
1.	Dr.S.Senthamilkumar	Professor/Civil Engg. & Director / PECS and Infrastructure Development	Member
2.	Ar.V.S.Kavitha	Dean i/c /Faculty of Architecture and Planning	Member
3.	Dr.R.Kathiravan	Dean/Faculty of Engineering and Technology	Member
4.	Er.N.T.Balasundaram President, Chamber of Commerce, Thanjavur	Industry Representative	Member
5.	Ms.V.R.Asthavi III Year BSc (CS)	Vice - Chairperson / Student Council of PMIST	Member

## **Minutes of the Meeting**

- The 106<sup>th</sup> Meeting of IQAC was held on 12.10.2023 at IQAC Meeting Hall.
- Dr. S. Velusami, Hon'ble Vice-Chancellor and the Chairperson of IQAC welcomed the members of IQAC.
- The new members of IQAC were introduced in the meeting.
- Dr. R. Jayanthi, Director i/c, IQAC, presented and briefed the activities carried out by the Office of IQAC during the period July 2023 to October 2023.

### **PART - A - To confirm the minutes of the 105<sup>th</sup> meeting of the IQAC held on 28.7.2023**

The minutes of the 105<sup>th</sup> meeting of the IQAC circulated to all the members through e-mail and confirmed.

### **PART - B - Action taken report**

1. Curriculum Audit conducted at PMIST on 29.07.2023 by a team of external academic experts from Bharathiar University, Coimbatore and Thiagarajar College of Engineering, Madurai headed by Dr. M. Jayakumar, Former Dean of Education and Professor (Retd.), Bharathiar University, Coimbatore.

The members of curriculum audit team were

- Dr.T.Baskaran, Professor, Department of Civil Engineering, Thiagarajar College of Engineering, Madurai
- Dr.V.Saravanan, Professor, Department of EEE, Thiagarajar College of Engineering, Madurai
- Dr.ML.Mahadevan, Professor, Department of Mechanical Engineering, Thiagarajar College of Engineering, Madurai
- Dr.M.Dhanabhakyaam, Professor and Dean, Department of Commerce, Bharathiar University, Coimbatore
- Dr.G.Barani, Associate Professor, School of Management and Entrepreneur Development Bharathiar University, Coimbatore
- Dr.D.Ramyachitra, Assistant Professor, Department of Computer Science, Bharathiar University, Coimbatore

2. National Accreditation Board for Education and Training (NABET) visit by External peer team members for the Accreditation to the programmes B. Arch., BCA, B. Com. and BBA held on 10.10.2023 and 11.10.2023. Peer team members were

- Dr. Jai Singh Professor, Department of Pure & Applied Physics, Guru Ghasidas Vishwavidhyalaya, Central University of India, Bilaspur, Chhattisgarh
  - Dr. Mohamed Firoz, Professor, Department of Architecture, NIT, Calicut, Kerala
  - Ms. Arrushi Chauhan Research Analysis, Capacity Building & Higher Education Division, National Accreditation Board for Education & Training, Quality Council of India, New Delhi
  - Mr. Sudarsh Gupta, Research Analysis, Capacity Building & Higher Education Division, National Accreditation Board for Education & Training, Quality Council of India, New Delhi
3. ISO 21001:2018 Stage II Pre-Audit held on 26.09.2023 followed by audit in progress from 09.10.2023 to 12.10.2023 by TUV India Pvt Ltd.

## **QUALITY INITIATIVES**

1. Roles and Responsibilities of various academic positions was framed by IQAC and the same was circulated from the office of Registrar to the faculty members of PMIST on 11.08.2023.
2. Classroom lectures of 36 faculty members has been video graphed by IQAC from 22.08.2023 for assessing the teaching learning process inside the classroom and suggestive measures to improve the quality of teaching learning process.
3. Draft version of the Bye laws of the institute was drawn by the committee constituted and the same was submitted to the office of the Registrar.
4. PMIST received **Green University Award 2023** during the 7<sup>th</sup> NYC Green School Conference 2023 in New York. On Behalf of PMIST, Prof. Dr. Arasu Chelliah of University of Maryland received the Award on 15.9.2023. This award has been given by the GREEN MENTORS, a non-government organization with special consultative status with the United Nations Economic and Social Council (ECOSOC) and also a partner of UNESCO's Greening Education Partnership. This International Green University Award recognizes PMIST for having demonstrated outstanding commitment and efforts towards environmental sustainability, ecological stewardship, and promoting green practices within the campus and curriculum.

5. Centre for Energy and Environment of PMIST conducted the following four programmes as a part of *Swachhata Pakhwada Celebrations 2023*
- Clean campus drive on 01.09.2023
  - Clean hostel drive on 04.09.2023
  - Meeting with local body about cleanliness on 05.09.2023
  - Essay writing and Oratorical Competition for the students of PMIST on 11.09.2023
6. Participated in the online meeting conducted by UGC regarding *EK Tareekh Ek Ghanta* on 27.09.2023 to organize the *Swachhata Hi Seva* (SHS) campaign on October 1<sup>st</sup>, 2023 on the eve of Gandhi Jayanti. In continuation of the meeting, a massive cleanliness drive was organized in association with Clean Thanjavur Movement on 01.10.2023 in 51<sup>st</sup> ward of Thanjavur.
7. PMIST was awarded with **Outstanding Performance Award 2023** in the Sustainable Development Goals Ranking conducted by APEX SDG, Hyderabad (a consortium for the District Eco-SDG Championship 2023, which serves as a facilitator for implementing Sustainable Development Goals (SDGs) in Higher Education).
8. PMIST was conferred with **Gold Band in the Mental Health Wellbeing (MHW) Rankings 2023** by R. World Institutional Ranking for best campus life. This award recognizes PMIST's commitment towards mental health awareness, accessibility and overall wellbeing initiatives for students and faculty.
9. PMIST has pre-registered for participation in NIRF India Rankings 2024 under four categories - University (Overall), Architecture, Engineering and Management Studies.
- The members of IQAC congratulated PMIST for receiving Green University Award 2023 during the 7<sup>th</sup> NYC Green School Conference 2023 on 15.09.2023 in New York and also for being the recipient of Outstanding Performance Award 2023 in SDG Ranking by APEX, Hyderabad & for being ranked under Gold Band in Mental Health and Wellbeing (MHW) Rankings 2023 Survey.
  - Dr. Geetha Swaminathan welcomed the initiative video graphing of class room lectures and asked how the assessment is being done. Dr.R.Jayanthi explained that the assessment is done by a committee along with the concerned Dean. Dr. Geetha Swaminathan suggested that these video graphed lectures can be used by faculty members for self-evaluation and the best ones can be shown to others.

## **CRITERION I – CURRICULAR ASPECTS**

- Dr. V. Violet Juli briefed the progress of activities carried out pertaining to criterion 1 during the period July 2023 to September 2023 and added that it is planned to conduct a programme for faculty members on Indian Knowledge System (IKS) and Life Skills (LS) as 5% of the courses have to be offered on IKS and LS from the next academic year.
- Dr. Geetha Swaminathan asked how the assessment for internships attended by students is carried out and the process of IPT reviews by the Departments was explained to her. Dr. V. Violet Juli explained that an assessment book along with guidelines including attendance certificate to be obtained from the company is being used to assess the internships;
- Dr. Geetha Swaminathan suggested to offer more and different titles of Value Added Courses to students
- Registrar informed that, Indian Knowledge System (IKS), Life skills (LS) and Community Engagement (CE) should also be blended with curriculum. She also added that the percentage of IKS, LS and CE in curriculum to be ensured. Dr. Geetha Swaminathan added that, PMIST being pioneer in *Periyar PURA* activities, an awareness programme for faculty members on Community Engagement (CE) in curriculum can be planned as a quality initiative.
- Dr. R. Jayanthi mentioned that IQAC and Centre for Rural development (CRD) has a programme proposal to be conducted faculty members on the same.

## **CRITERION II - TEACHING-LEARNING AND EVALUATION**

- Dr. J. Jeyachidra briefed the progress of activities carried out pertaining to criterion 2 during the period July 2023 to September 2023.
- Dr. Geetha Swaminathan asked the percentage of increase in enrolment. Dr. Jeyachidra mentioned that enrolment percentage has raised from 76% (2022-23) to 79% (2023-24).
- Dr. Geetha Swaminathan cited that could spot more faculty members being inducted and hence it is certain to conduct FDP on OBE and Continual Quality Improvement through CHRD at regular intervals so that all faculty members get familiarized with the system. She also suggested that a Programme advisory committee can be constituted to monitor the OBE process and attainment of outcomes for each programme.
- Dr. Geetha Swaminathan also added that Mentoring audit shall be carried out at regular intervals to monitor the mentor record update. Dr. C. V. Subramanian mentioned that CSAS is recently constituted with a Deputy Director exclusively for monitoring the Mentoring system and has arranged a programme on the afternoon session of the day (12.10,2023) in which Dr. Geetha Swaminathan was about to address the HODs and Department Mentoring in-charges

- Registrar enquired the methodologies adopted to introduce 40% of online courses and added that the details pertaining to online courses such as course title, number of students opted, performance of the student and the outcome can be mentioned in the next meeting.

### **CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION**

- Dr.D.Jeyasimman briefed the progress of activities carried out pertaining to criterion 3 during the period July 2023 to September 2023.
- Dr. Geetha Swaminathan made a special mention about publication and consultancy and enquired if any stipend is being provided to research scholars and the number of faculty members provided with seed money in this quarter. Dr. D. Jeyasimman mentioned that monthly stipend for four full time scholars has been approved. Dr. A. P. Aruna being a member of Research Advisory Committee mentioned that seed money for two proposals has been passed by the committee and the project investigators are about to receive the fund.

### **CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES**

- Dr. R. Jayanthi briefed the progress of activities carried out pertaining to criterion 4 during the period July 2023 to September 2023.
- Dr. Geetha Swaminathan enquired the footfalls in library. Dr. R. Jayanthi mentioned that footfalls have increased and remote access has also got improved.
- Dr. Geetha Swaminathan mentioned to complete all the purchases by department as per the approved financial budget before the month of March 2024 and ensure 100% utilization by every department and to present the percentage of utilization in the next meeting.

### **CRITERION V - STUDENT SUPPORT AND PROGRESSION**

- Dr.C.V.Subramanian briefed the progress of activities carried out pertaining to criterion 5 during the period July 2023 to September 2023.
- Student council election was conducted on 30.08.2023 and Elected Student council members were congratulated. Members applauded the Chairperson and Secretary representing Student Council in IQAC.
- Vice-Chancellor asked students to come forward to organize clubs and societies related activities.
- Dr. Geetha Swaminathan suggested to involve more Alumni to address the present students for placement. She also suggested that departments can organize alumni online programme every month.

## **CRITERIA VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT**

- Dr.D.Umamaheswari briefed the progress of activities carried out pertaining to criterion 6 during the period July 2023 to September 2023.
- Dr. Geetha Swaminathan mentioned that professional development activities can be raised by setting a target for each department.
- Registrar enquired the percentage of faculty members who have availed financial support and informed to encourage the faculty members to participate outside programmes by availing the financial support.

## **CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES**

- Dr.S.Santhosh briefed the progress of activities carried out pertaining to criterion 7 during the period July 2023 to September 2023.
- Mr.S.Vijay Ananth appreciated the GREEN initiatives measures taken by the University
- Registrar mentioned that as Best Practices is also a vital metric in criterion 7, and requested the criteria conveners to present best practices followed Criteria wise in the next meeting.
- Dr. Geetha Swaminathan suggested to obtain two best practices followed by each department and to draw two most suitable ones from among it, thereby institutionalizing the University best practices.

### **Other Points discussed**

- Parent Mr.S.Alagiri appreciated all the initiatives taken by PMIST. He appreciated the faculty members for the efforts to maintain discipline. He also requested the student council members to cooperate with their faculty members in all initiatives.
- Alumni Mr.S.Vijay Ananth expressed his wish to deliver guest lecture to students. He informed about Pen Publishing Interactive which starts from February 2024 through which students can publish articles.
- Parent Ms.A.Shanthi requested to conduct Drug awareness programme to students more often which would in a way help parents also in growing the wards disciplined.



- Student council chairperson Mr.S.Manish Kumar requested to conduct coaching classes for competitive examinations like GATE by all departments. He also requested to organize a doubt clarification session with placement cell. Dr.C.V.Subramanian informed that all the HoDs have already planned to conduct Coaching classes for competitive examination. Dr.P.Guru informed that doubt clarification session regarding placement is conducted for final year students as of now which may be extended to pre-final years also as requested by the student representative.
- Student council secretary Mr.R.Raghul Harishwar mentioned that students of computing science departments are ready to work on real-time projects inside campus. Registrar welcomed students interest towards working on projects and asked the interested students to meet Dr.P.Aruna, Director, E-Governance.
- Dr. AR. Umayal Sundari, Deputy Director, IQAC proposed vote of thanks to the members of IQAC for the fruitful discussion and valuable inputs,

Next IQAC has been tentatively planned during the fourth week of January 2024

**Dr.R.Jayanthi**  
Director i/c IQAC

To: Members of IQAC