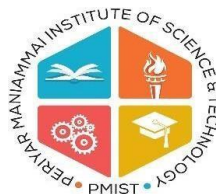


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MANIAMMAI**  
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## **112<sup>th</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **MINUTES**

**DATE & TIME: 07-02-2026, 3:00 p.m.**

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

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

## 112th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

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**PERIYAR MANIAMMAI INSTITUTE OF SCIENCE & TECHNOLOGY**

**112<sup>th</sup> MEETING OF THE  
INTERNAL QUALITY ASSURANCE CELL**

**Held on 07.02.2026 at 03:00 p.m.**

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

**MINUTES**

At the outset, the Chairperson, the Hon'ble Vice-Chancellor, Dr. V. Ramachandran, warmly welcomed all the members of the Internal Quality Assurance Cell of the Institute. The following members attended the meeting.

<b>Sl.No.</b>	<b>Name</b>	<b>Designation / Role</b>
1	Dr. V. Ramachandran	Vice Chancellor
2	Dr. V. Anburaj	Member, Executive Council
3	Dr. R. Malliga	Pro -Vice Chancellor
4	Dr. P. K. Srividhya	Registrar
5	Dr. T. Kavitha	Director, IQAC
6	Dr. AR. Umayal Sundari	Dean (Academic Courses)
7	Dr. D.Ruby	Dean (Learning and Development)
8	Dr. D. Jeyasimman	Director, Academic Research
9	Dr. S. Arumugam	Controller of Examinations

<b>Sl.No.</b>	<b>Name</b>	<b>Designation / Role</b>
10	Dr. N. Muruganantham	Director, Centre for Students and Administrative Services
11	Dr. P. Guru	Director, Centre for Institute Industry Interaction
12	Dr. N. Jayanthi	Dean (Faculty of Commerce)
13	Dr. P. Ilangovan	Deputy Director, IQAC
14	Dr. B. Anupriya	Deputy Director, IQAC
15	Dr. G. Preethi	Deputy Director, IQAC
16	Mr. R. Suresh	Deputy Director, IQAC
17	Dr. M. Jayakumar, Former Professor, Bharathiar University Coimbatore	Academic Representative
18	Dr. B. Radhika Michael, Secretary Clean Thanjavur Movement Thanjavur	Local Society Representative
19	Dr. S. Margaret Anuncia Professor, School of Computer Science and Engineering Director, Faculty-Staff Welfare VIT, Vellore	Alumni Representative
20	Dr. Ravikumar Ramadoss Co-Founder & CTO Pix Monk Solutions Pvt. Ltd., Thanjavur	Employers Representative
21	Mr. S. Alagiri (F/o A. Chakaravarthini V, B.Arch.) Teacher, Veeraraghava Higher Secondary School, Thanjavur	Parent Representative
22	Mr. M. Udayakumar (F/o. U. R. Harishkumar, I - B.Tech. ECE (2025-2029)) No.7, Selva Complex Victoria Nagar, Thanjavur	Parent Representative

The Chairperson briefly introduced the agenda items relating to accreditation readiness, quality assurance systems, curriculum reforms, OBE implementation, and regulatory compliance. He informed that the External Academic and Administrative Audit (AAA) is planned during March / April 2026 as part of PMIST's internal quality assurance process in line with UGC quality requirements and NAAC benchmarks. He stated that an Action Taken Report has been prepared based on the observations of the previous AAA cycle, aligned with NAAC QIF and NBA SAR parameters, circulated to all departments, and that compliance is being monitored before the forthcoming AAA. He also informed that a Quality Roadmap with short-term and long-term goals has been prepared based on the NAAC revised framework, NBA Tier-I expectations, and UGC quality and institutional development guidelines.

The Chairperson reported that the OBE Manual has been completed and submitted to IQAC for institutional adoption, structured as per NBA OBE requirements and incorporating Bloom's Taxonomy (Revised) and NBA Graduate Attributes. He further informed that the Programme Outcomes for PG programmes have been revised and increased from three to six by adding outcomes related to research, innovation, and employability. He stated that curriculum restructuring has been undertaken as per the UGC Curriculum and Credit Framework, Multiple Entry and Multiple Exit provisions, and the Academic Bank of Credits system, and that the revised curriculum includes employability and skill-based courses, interdisciplinary electives, industry-integrated components, and minor CO modifications to include AI-related elements, to be implemented from the next academic cycle subject to approval by the Board of Studies and Academic Council.

He informed that Department Vision and Mission statements have been reframed to reflect Industry 4.0 needs, AI integration, research and innovation orientation, and societal and sustainability goals. He informed that preparatory activities for NAAC reaccreditation have commenced and that three departments

have been identified as eligible for NBA accreditation under Tier-I norms, with preparatory work initiated. He also informed that criterion-wise working committees for NAAC preparation and SAR preparation teams for NBA have been constituted and approved by IQAC. Further, he stated that, as recommended by the Audit Committee, operational procedures for newly introduced academic regulations have been documented and communicated to IQAC members, Deans, HoDs, and faculty, with compliance tracking mechanisms instituted and departments instructed to maintain documentary evidence for audit purposes. Finally, he informed that the Institutional SWAYAM Policy has been formulated in alignment with SWAYAM guidelines, UGC credit transfer regulations, and the blended learning framework, and forwarded to the Nodal Officer for implementation.

At the end of his introductory speech, the Chairperson invited Dr. T. Kavitha, Director, IQAC, to deliberate on the agenda items one by one.

**IQAC112.01 CONFIRMATION OF THE MINUTES OF THE 111TH  
MEETING OF THE INTERNAL QUALITY ASSURANCE  
CELL HELD ON 06-06-2025.**

The minutes of the 111<sup>th</sup> Meeting of IQAC held on 06-06-2025 were placed before the members. The members noted that no corrections or dissents were received.

**RESOLVED TO CONFIRM** the minutes of the 111th Meeting of the Internal Quality Assurance Cell.

**IQAC112.02 ACTION TAKEN REPORT BASED ON THE MINUTES OF THE 111TH MEETING OF THE INTERNAL QUALITY ASSURANCE CELL.**

The Action Taken Report placed before the IQAC was discussed. The members noted the actions taken and appreciated the progress reported. The members also gave the following suggestions for strengthening tracking and reporting:

- To present the progress of activities under each attribute clearly in percentage terms.
- To track and present faculty participation in FDPs systematically and, for effective coordination, to explore the establishment of an Academic Staff College.
- To conduct more outreach programmes and to record evidence of participation, including students from other institutions / organizations and PMIST student participation in external outreach programmes.
- To strengthen activities through MoU-signed organizations by including time-bound deliverables, such as annual exchange programmes and collaborative activities.
- To improve the success rate of students in GATE examinations through structured support and monitoring.

The members further noted that the points discussed under this item, along with the above suggestions, shall be recorded for follow-up and placed before the concerned Board of Studies / Academic Council, wherever statutory approval / academic integration is required.

**RESOLVED TO NOTE** the Action Taken Report of the 111<sup>th</sup> IQAC meeting and to record the suggestions of the members for implementation and further follow-up, and to recommend the relevant academic components to the Board of Studies / Academic Council, as applicable.

**IQAC112.03 TO INFORM THE MEMBERS ABOUT THE INTRODUCTION OF ALLIED HEALTH SCIENCE PROGRAMMES AT PMIST FROM AY 2026–2027.**

The members were informed about the proposed introduction of Allied Health Science programmes from AY 2026–2027, as a strategic and employability-focused initiative. The members appreciated the initiative and stated that the introduction of Allied Health Science programmes is the need of the hour. The members advised that all statutory requirements, infrastructure readiness, and documentation shall be completed well in time.

**RESOLVED TO NOTE** with appreciation the proposal to introduce Allied Health Science programmes from AY 2026–2027 and to recommend the proposal and readiness actions to the concerned statutory bodies for approval, as applicable.

**RESOLVED TO SUGGEST** that the nomenclature of the programme be revised as “B.Sc. Physician Associate” instead of “B.Sc. Physician Associate Studies.” Further, it was emphasized that, for B.Sc. Radiology & Imaging Technology, obtaining AERB approval and a valid Radiation Safety Officer certification are mandatory and shall be ensured as part of statutory compliance and operational readiness.

**IQAC112.04 TO CONSIDER AND RECOMMEND THE IMPLEMENTATION OF A STRUCTURED FACULTY ASSESSMENT AND ACADEMIC CREDIT FRAMEWORK THROUGH CONTINUOUS ASSESSMENT TESTS & EXAMINATIONS FOR FDPs AND SPECIAL SKILL PROGRAMMES.**

The proposal to implement a Structured Faculty Assessment and Academic Credit Framework through CATs, seminar, and a final examination for faculty attending FDPs / special skill programmes was placed before the members. The members welcomed and appreciated the initiative as a strong faculty welfare (academically) measure that promotes meaningful learning and accountability, beyond mere attendance. The members especially appreciated the provision that faculty participants earn academic credits only after completing continuous assessments and a final examination, and noted that this will strengthen academic seriousness, documentation, and quality benchmarking.

The members deliberated on the feasibility of implementing the Academic Credit Framework with the existing faculty strength and available administrative capacity. It was clarified that faculty members who had previously attended FDPs with structured assessments and examinations may be permitted to transfer such credits in future, in accordance with applicable regulatory provisions. The members emphasized that the feasibility of the framework shall be carefully assessed before full-scale implementation and that the initiative shall be inclusive and extended to faculty across all disciplines.

**RESOLVED TO RECOMMEND** the implementation of the Structured Faculty Assessment and Academic Credit Framework as an IQAC quality initiative / best practice, and to recommend forwarding the policy and the phased implementation framework, along with a feasibility study, to the Academic Council for statutory approval and institutional adoption.

**IQAC112.05** **TO CONSIDER AND APPROVE THE GUIDELINES FOR CONDUCT OF CAT & FINAL EXAMINATION AND AWARD OF ACADEMIC CREDITS FOR FACULTY MEMBERS ATTENDING FDPS AND SPECIAL SKILL PROGRAMMES UNDER THE DEPARTMENT OF FOUNDATION COURSES.**

The detailed guidelines for conducting CAT-I, CAT-II, seminar, and final examination, and awarding academic credits to faculty members were discussed. The members noted the guideline provisions, appreciated the systematic approach for documentation and academic evidence, and recommended that the guidelines be adopted as part of faculty academic welfare and quality improvement.

The members recommended that the approved guidelines be forwarded to the Academic Council for final approval and implementation, so that the practice becomes an institutionalized system.

**RESOLVED TO APPROVE** the guidelines for conduct of CATs / final examination and award of academic credits for faculty attending FDPs / special skill programmes, and to recommend the same to the Academic Council for statutory approval and implementation.

**IQAC112.06** **TO CONSIDER AND RECOMMEND THE ADOPTION OF THE POLICY FRAMEWORK ON THE RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE FOR TEACHING–LEARNING, ASSESSMENT, RESEARCH, AND ETHICS.**

The proposed Policy Framework on Responsible Use of Artificial Intelligence was placed before the members. The members noted the need for an institutional AI policy to ensure ethical use, academic integrity, transparency, research responsibility, and governance mechanisms. The members recommended adoption of the policy framework with suitable orientation and compliance monitoring.

**RESOLVED TO RECOMMEND** the adoption of the PMIST Policy Framework on Responsible Use of AI for teaching–learning, assessment, research, and ethics, and to forward the policy to the Academic Council / competent statutory bodies for approval and institutional implementation.

As suggested by the members, the following clause on compliance monitoring has been incorporated in the policy framework.

Any violation of this AI Policy, including misuse, non-disclosure, plagiarism, fabrication, or unethical deployment, shall be treated as a breach of academic integrity and shall attract appropriate disciplinary action, up to cancellation of assessment/examination and further action by the competent authority, as per PMIST rules, based on the severity and repetition of the offence.

**AIP 10: Compliance, Violations, and Disciplinary Action**

- a. Non-compliance with this AI Policy (including prohibited use, misuse during assessments, non-disclosure of AI use, fabrication of references / data, or submitting AI-generated work as one's own) shall be treated as a breach of academic integrity.
- b. Violations shall be addressed through a progressive disciplinary process as per the prevailing rules of the Institution, which may include written warning, resubmission with penalty, reduction of marks / grade, cancellation of the assessment / examination, and disciplinary action by the competent authority, depending on the severity and repetition of the offence.
- c. In research-related violations, the Institution may recommend withdrawal / correction of the submission, rejection, reporting to the concerned committee, and further action under the Research Integrity / Ethics framework, as applicable.

**RESOLVED TO SUGGEST** exploring the development of an in-house Large Language Model, integrated with a secure digital repository, to ensure compliance, oversight, and controlled use of AI tools, with a view to initiating a dedicated institutional model.

**IQAC112.07 TO INFORM THE MEMBERS ABOUT THE INSTITUTIONAL DATA CORRESPONDING TO THE TEN ATTRIBUTES UNDER THE PROPOSED NAAC REFORMS–2024.**

The Director, IQAC presented the institutional data compiled in alignment with the proposed NAAC Reforms–2024, corresponding to the ten attributes, for AY 2024–2025 and June 2025 to January 2026 (AY 2025–2026 till date) for comparison and progress tracking. The members noted the detailed data that has been placed in the agenda / annexure in tabular form.

**Deliberations and Suggestions**

After reviewing the data, the members made the following observations and suggestions for strengthening quality enhancement and accreditation preparedness:

- The members emphasized that benchmark (for A++ / A+ grade) activities should move beyond target setting and be framed as simple, measurable indicators, with gap identification and clear improvement strategies. They also recommended organising a structured awareness programme to familiarize the faculty members with NAAC quality benchmarks and assessment criteria.
- The members recommended strengthening industry linkage by providing training opportunities to the maximum possible number of students (where applicable) and presenting outcomes in percentage terms, such as beneficiaries against total student strength.
- The members recommended mandatory NPTEL enrolment and successful completion for both faculty members and students. They also suggested fixing publication targets for faculty members and monitoring progress through periodic reviews.

- The members suggested increasing project proposals and funded projects through proposal-writing orientation programmes. They advised Science departments to improve publication performance, and recommended capacity-building support for Political Science and Language departments, including training in quantitative / analytical methods and encouragement for collaborative publications.
- The members recommended designing community engagement around clearly defined themes (such as child nutrition, maternal health, GER improvement, and women's workplace issues) with measurable impact and distinctiveness. They also emphasized that seed money should be used strategically to generate major funded projects, and suggested strengthening institutional memberships.
- The members noted the ongoing faculty awareness initiatives on international accreditation (including ABET) and recommended benchmarking examination automation practices by studying reputed institutions. They also suggested that technology-enabled examination systems (including open-book examinations) may be considered after adequate faculty training.
- The members suggested intensifying sustainability efforts through specific initiatives such as biomedical waste regeneration, non-burning plastic waste reduction methods, eco-friendly disposal of laminated paper waste, and enzyme-based solid waste management, with active student involvement through project-based learning.
- The members recommended consolidating the identified gaps and recommendations into a structured, measurable action plan with periodic monitoring.

**RESOLVED TO NOTE** the institutional data compiled in alignment with the proposed NAAC Reforms–2024 corresponding to the ten attributes, placed for AY 2024–2025 and June 2025 to January 2026 (AY 2025–2026 till date) for comparative review and progress tracking.

**RESOLVED TO RECOMMEND** that the gaps and suggestions emerging from the above review be consolidated into a measurable action plan, with time-lines and periodic monitoring, to strengthen institutional quality standards and readiness for accreditation.

**IQAC112.08 TO INFORM THE MEMBERS ABOUT THE QUALITY INITIATIVES UNDERTAKEN FOR FACULTY AND STUDENTS, INCLUDING RESEARCH, SUSTAINABILITY, CAMPUS SAFETY, AND COMMUNITY ENGAGEMENT.**

The Director, IQAC informed the members that the Institution has undertaken several quality initiatives for faculty and students in the areas of research and innovation, quality enhancement programmes, community engagement, sustainability, and campus safety, aligned with the institutional quality objectives, governance priorities, and social responsibility goals. The members noted the initiatives presented under the following heads:

**Research and Innovation Initiatives**

The members were informed that new MoUs have been signed with the following organizations: FDI Labs, Chennai; School of Design Thinking, Chennai; Snowflake (USA); VI Microsystems Pvt. Ltd., Chennai; INFLIBNET Centre, Gandhinagar; and Idhaya College for Women, Kumbakonam. The objectives of these MoUs include curriculum development, pedagogy enhancement, faculty capacity building, student training and certification, internships and industry exposure, collaborative research and joint R&D, innovation initiatives and hackathons, joint proposals to funding agencies, joint conferences and academic forums, and establishment of centres/clubs and recognition programmes.

The members also noted that, in collaboration with the School of Design Thinking, the Institution has initiated capacity-building activities to strengthen innovation-oriented pedagogy and an ideation-to-prototype culture. It was reported that five senior faculty members visited the Design Thinking Lab at Chennai, and subsequently orientation and academic design programmes were organized for faculty members, including (i) an

Orientation Programme held on 18.09.2025 for 52 faculty members, and (ii) “Design Dialogue on Academic Design” conducted on 06.01.2026 for 53 faculty members.

The members noted the conduct of student innovation events such as Ideathon / Hackathon initiatives, including Ideathon 2025 by the Department of Biotechnology (76 participants), an intra-department hackathon by the Department of Computer Science and Engineering with Coders Club (178 students in 50 teams), and an academic–industry engagement programme by the Department of Management Studies in association with ICT Academy (120 students with team presentations).

The members further noted that the University has sanctioned Rs.12.50 lakhs as Seed Money to 12 faculty members (December 2025) to promote innovative research ideas and improve outcomes in terms of proposals, prototypes, publications, and funded projects. The members also noted the pre-incubation seed grant support provided to students and faculty members, the disbursement of research publication incentives of Rs.1.93 lakhs (January 2026) for 47 Web of Science publications and 10 book chapters, and the institutional adoption of the eSodh-Chakra portal through INFLIBNET MoU, with details of 75 research supervisors and 240 research scholars uploaded so far to strengthen research monitoring and reporting accuracy.

### **Quality Enhancement Programmes for Faculty and Students**

The members were informed that IQAC has organized several quality enhancement programmes to strengthen teaching–learning practices, student competency development, and faculty capacity building. The programmes included GATE preparation and training programmes, a special lecture on behaviour-based safety, a value-added course on Design Thinking: Idea to Impact for I B.Tech. students, a six-day FDP on Outcome-Based Education,

an FDP on AI for Teachers: Enhancing Teaching Effectiveness with Smart Tools, and an FDP on Semiconductor Devices, Fabrication, and Layout Design. The members appreciated that these programmes focus on competitive exam readiness, employability, responsible engineering practices, OBE strengthening, and modern technology integration into teaching–learning.

### **Community Engagement Initiative**

The members were informed about PMIST's participation in the Jal Seva Adhyayan for Engineering Students Programme, an initiative of the Ministry of Jal Shakti in collaboration with AICTE, aimed at technical assessment of water supply schemes under the Jal Jeevan Mission. It was reported that Dr. D. Thayalnayaki, Head, Department of Civil Engineering, has been nominated as the Nodal Officer and three teams have been constituted (one faculty mentor and five students per team). The teams have identified districts in Kerala for the study and are awaiting approval from the Ministry / AICTE for further execution.

### **Sustainability Initiatives**

The members were informed that the Nature Science Foundation, Coimbatore (Type 'A' Inspection Body accredited by NABCB / QCI) conducted multiple audits at the Institute on 25.11.2025, including Green Audit, Environmental Audit, Water Audit, Waste Management Audit, Soil Audit, Energy Audit, Air Quality Audit, and Hygiene Audit, and issued an Inspection Certificate valid up to 2027. The members noted that certain non-compliances were identified during the audit, including issues related to wastewater discharge, greywater treatment unit functioning, hygiene in kitchen areas, inadequate dust bins, non-availability of first-aid boxes and fire extinguishers at required locations, absence of separate yards for waste

segregation, and non-functional incinerators in toilets. The members further noted that the Green Audit Task Force Team has initiated corrective actions, including cleaning wastewater pipelines/manholes, providing first-aid boxes, installing fire extinguishers, improving hygiene in kitchen areas, and initiating procurement of incinerators and dust bins, with the remaining corrective measures being implemented as per audit recommendations.

### **Campus Safety Initiative**

The members were informed about the institutional measures taken for campus safety to address the increasing presence of stray dogs and to mitigate animal bite risks, while ensuring humane management in compliance with Supreme Court directions and Government guidelines through the Animal Birth Control (ABC) programme. It was reported that approximately 20 stray dogs have been frequently observed in key campus areas, causing concern among students. The members noted the immediate measures taken, including strengthening waste management and cleaning practices, restricting open garbage disposal points, installing additional dust bins and cautionary signage, closing unnecessary entry gates, and enhancing security monitoring.

The members also noted that formal coordination has been initiated with the Vallam Town Panchayat, Animal Husbandry Department, and other local authorities for anti-rabies vaccination, sterilization under ABC, periodic inspections, and safe handling of aggressive animals as per legal provisions. The members further noted the proposed long-term measures, including conducting awareness programmes, constituting a Campus Animal Management Committee, implementing monthly review mechanisms, strengthening CCTV surveillance, collaborating with animal welfare NGOs, and improving anti-rabies preparedness through hospital tie-ups, first-aid readiness, and systematic incident documentation.

**RESOLVED TO NOTE** the quality initiatives undertaken for faculty and students in the areas of research and innovation, quality enhancement programmes, community engagement, sustainability, and campus safety, and to recommend that the concerned units continue implementation with appropriate documentation, measurable outcomes, and periodic review for quality assurance and accreditation readiness.

## **IQAC112.09 TO INFORM THE MEMBERS ABOUT THE PROPOSED PLANS FOR QUALITY ENHANCEMENT.**

The Director, IQAC informed the members that IQAC has planned certain quality enhancement initiatives to strengthen academic processes, institutional systems, and continuous quality improvement, in alignment with the Institution's quality objectives and accreditation readiness requirements. The following proposals were placed before the members for information and comments:

### **Implementation of an Institutional Quality Dashboard**

The members were informed that it is proposed to implement an Institutional Quality Dashboard to enable centralized and real-time tracking of key performance indicators, such as student attendance, academic results, CO attainment, faculty participation in FDPs, research outputs, placements, and student activities. It was explained that the dashboard will support department-wise performance analysis, gap identification, and timely corrective actions, and will strengthen evidence-based reporting and documentation required for NAAC / NBA. The members noted that this initiative will improve transparency, consistency in reporting, and overall effectiveness of IQAC monitoring and continuous improvement practices.

### **Awareness Programmes on Accreditation and Documentation**

The members were also informed that IQAC proposes to conduct awareness programmes on accreditation and documentation to sensitize faculty members and staff on institutional quality standards and compliance requirements. It was explained that the programme will focus on improving understanding of accreditation frameworks, the importance of systematic

documentation, audit preparedness, and best practices for maintaining records and evidence for quality assurance. The members noted that such programmes will strengthen a quality culture across departments and support better readiness for audits and accreditation processes.

**RESOLVED TO NOTE** the proposals planned for quality enhancement, namely i. implementation of an Institutional Quality Dashboard for centralized KPI tracking and department-wise performance monitoring, and ii. conduct of awareness programmes on accreditation and documentation for faculty and staff, and to recommend that IQAC initiate necessary action for implementation with suitable timelines, responsibilities, and periodic review mechanisms.

**IQAC112.10 OTHER ITEMS IF ANY WITH THE PERMISSION OF THE CHAIR.**

With the permission of the Chair, the following suggestions were discussed and the members made the following recommendations:

**RESOLVED TO RECOMMEND** organizing benchmarking visits to reputed, accredited institutions to study and adopt best practices in examination automation, research systems, industry–academia linkage, and accreditation processes.

**RESOLVED TO RECOMMEND** introducing a structured research and publication target framework for departments and faculty members, with periodic review and performance tracking aligned with accreditation and ranking benchmarks.

**IQAC112.11 TO FIX THE DATE AND TIME FOR THE NEXT MEETING OF THE INTERNAL QUALITY ASSURANCE CELL.**

The members authorized the Director, IQAC to fix the date and time for the next meeting in consultation with the Registrar and inform the members accordingly.

**RESOLVED TO AUTHORIZE** the Director, IQAC to fix the date and time for the next IQAC meeting.



**DIRECTOR / IQAC**

Copy to members of IQAC