



Dr. M.G.R.

EDUCATIONAL AND RESEARCH INSTITUTE

(Deemed to be University)

Maduravoyal, Chennai - 600 095

(An ISO 9001-2008 Certified Institution)



2017 - 2018 ACADEMIC YEAR II QUARTER MEETING
CY 4th Quarterly University IQAC Meeting (Oct - Dec 2017)

DEPARTMENT: IQAC/ SPD (Strategy, Planning and Development)

MEETING DATE & TIME: 27.12.17 (Wednesday), 11 AM

Members Present

1. Dr.S.Ravichandran Pro VC
2. Dr. Malini Pande, Director – IQAC
3. Dr. Prof. Hema Principal Nursing
4. Dr.S.Radhakrishnan HOD Physics
5. Mrs.J.Umadevi Alumni ECE
6. Dr.Neeraja Deputy HOD- MBA
7. Dr.M.V.L.Kumar HOD - Physics
8. Dr.C.V.SenthilNathan Principal - Physiotherapy
9. Dr.N.Harikrishnan Principal of Pharmacy
10. Dr.B.Kalaiselvi VP- HOD
11. Dr.M.Sasirekha HOD -Anatomy
12. Dr.A.Nalini Deputy HOD/EEE
13. S.Bhuvanewari AP/EEE
14. Dr.M.K.Karthikeyan Vice Principal Dental
15. Dr.J.Sathiyajeeva , Dental
16. Dr.A.V.Sekhar, HMCT
17. Dr.M.Ganesan HOD- Mechanical
18. Dr.Sumathy Eswaran Dean - CSE/IT
19. S,N.Balasubramanian Industry Representative
20. Dr.P.Kalidoss Joint Registrar
21. Dr.T.Godhavari HOD - ECE
22. Dr.C.B.Senthilkumar HOD - Commerce
23. Dr.Rajeswary Hari HOD - IBT
24. Dr.S.Arivalagan HOD Civil
25. Dr.A.G.Srinivasan
26. Dr.S.Kaushik Asst. Professor- MCA
27. Dr.N.Jayachitra Professor/Head - Chemical Engineering
28. Dr.Rama Vaidyanatha Director R&D
29. Dr.A.R.Mohana Priya.R Asst.Professor - Architecture
30. Dr.Ar.V.Radhika HOD - Architecture
31. Dr.M.Prabhu HOD-HMCT



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32. Dr.R.Mani IQAC coordinator
33. Dr.P.Aravindan, Director R&D
34. Dr.J.Sridevi , SPD
35. Dr.N.Lakshminarayanan AP /ECE
36. Mrs.Vasanthi.K, SPD

AGENDA

- **Digital initiatives taken by Departments for Digital Education**
- **Research Objectives and its realization**
- **Strategies to improve Research at Department level**
- **Introduction of emerging and innovative Programs/Courses**
- **Student Participation in quality enhancement**

Minutes of the Meeting

Director IQAC welcomed the IQAC and informed the members that in the absence of VC, Pro-VC will chair the Meeting. Pro-VC also welcomed the IQAC members. Director IQAC appreciated all Departments for completing their Departmental IQAC Meetings on time. The role of HoDs & IQAC Coordinators was appreciated.

However it was noted that Departmental IQAC deliberations need to be improved. SMART Goals (Specific, Measurable, Action oriented, Result oriented, & Time bound) are important. This document circulated by IQAC in 2016 need to be kept in mind during the deliberations:

S. No	Objectives	Target level	Time Frame	Current level	Actions(Taken or planned) to achieve the Target level	Faculty in charge



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1. Digital initiatives taken by Departments for Digital Education

- Pro Vice Chancellor insisted that Digital Education should be implemented by all the Departments.

Action required:

- Departments need to create awareness about digital platform in teaching-learning process – among the students & faculty.
- Identify courses where Digital Learning can be adopted and take care of credit transfer for the same.
- Encourage Faculty to prepare high quality lectures on topics where they have excellence and upload these lectures after requisite approval.
- IQAC to coordinate the task of setting up infrastructure for recording these lectures/create awareness about existing infrastructure & facilities.
- Faculties interested in emerging technologies must approach the industries for collaboration.
- Publicize the Courses among the Faculty & student community.
- Academic Staff College/Departments to organize FDPs for training & re-training faculty on technology enabled teaching – soft skills (innovative teaching methods for digital learning) & hard skills by inviting experts from Academia & Industry.
- Some Departments require Smart Classrooms with Wi-Fi connection for technology enabled learning.

Departments to share all the information related to the above with the University IQAC for further facilitation & coordination.

2. Research Objectives and its realization and 3. Strategies to improve Research at Department level:

Action required:

- Redesigning the Department workload to improve research quality – workload to have 3 dimensions – Teaching, Research, & Faculty Training. HoDs are requested to do this redesigning and submit the details to IQAC so that it can be taken forward to the decision makers.
- Departments need to identify thrust areas for Research and IQAC can forward this to the Research Departments for further decision making & guidance.
- Those faculty members who go outside for training should transfer that learning to their peers. Under the title “**Transfer the Learning**” each faculty can send in a request to IQAC stating that they have something to share. Keeping in mind the ASC



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calendar and the target audience the faculty will be given an opportunity to share the lessons learnt under the umbrella of Academic Staff College.

- Inter-departmental coordination is a continuous process. We need to develop it more....can conduct once in a semester 'Outbound Program' organized by ASC for greater inter-departmental collaboration & collaboration in research.
- Other ideas that can be discussed at department level:
 - More involvement of UG students in research
 - Encouraging inter-disciplinary Research
 - Setting targets for improving publication metrics, H index, impact factor, patents etc. (SMART Goals again...)

4. Introduction of emerging and innovative Programs/Courses:

Action required:

Several Departments have initiated New Courses. A proper auditing and analysis needs to be done before giving a final nod to these Courses

5. Student Participation in quality enhancement:

Action required:

Improving student quality during admission time and implementing methods for improving student attendance.

- Student feedback is being taken and being documented too but challenges related to that need a more detailed discussion at a later stage.

Other Issues:

- **Academic Auditing by Peers:** Departments doing auditing for each other is another idea that can be implemented after approval of requisite authorities.
- A good suggestion and will be done in future: IQAC needs to review the last meeting outcome before proceeding with the meeting scheduled for that day. With reference to this IQAC had circulated a document in 2016. Departments are requested to do self-evaluation and submit it to the University IQAC before the University IQAC Quarterly Meetings:



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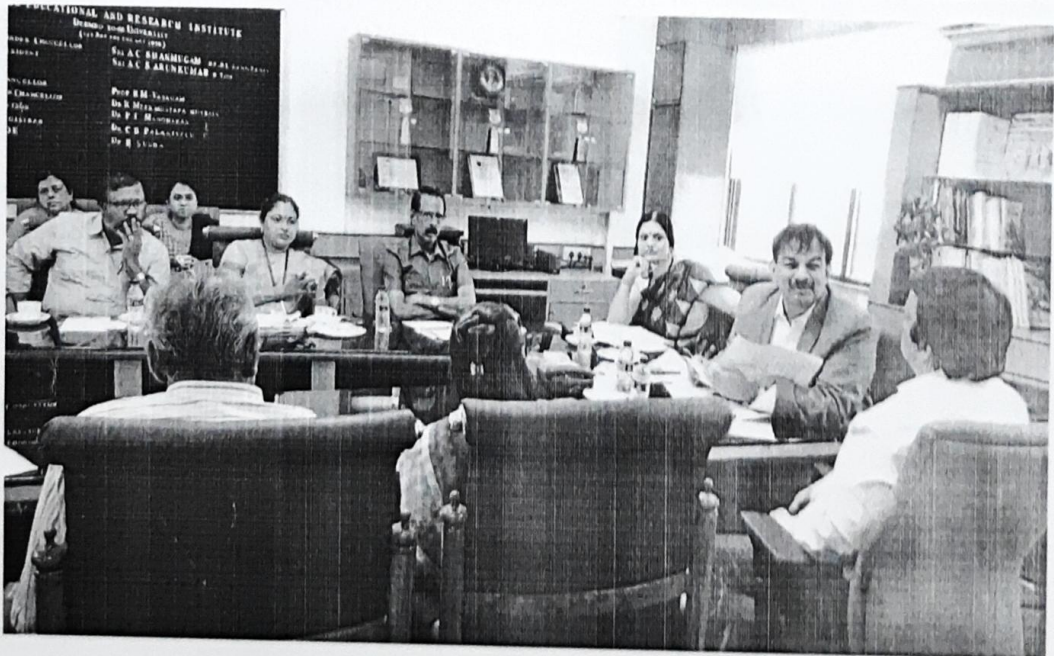


S. No	Objectives set in last IQAC Meeting	Target level	Time Frame	Achievements	Work in Progress	Reasons for delay

The Meeting concluded with a vote of thanks by Pro-VC.



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Internal Quality Assurance Cell

4th Quarterly University IQAC Meeting (Oct - Dec 2017)

Date: 27.12.17

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