



Dr. M.G.R. EDUCATIONAL AND RESEARCH INSTITUTE (Deemed to be University)

Maduravoyal, Chennai - 600 095, Tamilnadu, India.
(An ISO 9001 : 2015 Certified Institution)



2017-2018 ACADEMIC YEAR IV QUARTER MEETING
INTERNAL QUALITY ASSURANCE CELL

24 2nd Quarterly University IQAC Meeting, (April-June) 2018

MEETING DATE: 18.06.2018

11:00AM

Members Present

1. Dr. Malini Pande, Director – IQAC
2. Dr.V.Cyriel Raj Dean E &T
3. Dr. L. Ramesh, Addl. Dean E &T
4. Dr.T.Felix Kala Addl. Dean E &T
5. Mr. S. N. Bala Subramanian, Industry Representative
6. Mrs. Rema Suresh, Parent, ECE
7. Dr.J. Sridevi, Professor, IQAC Incharge
8. Dr. N. S. Shubashree, Addl. Dean – H&S
9. Dr.C.V.SenthilNathan, Principal–Physiotherapy
10. Prof. V. H. Hema, Principal – Nursing
11. Dr. M. K. Karthikeyan, Vice Principal – Dental
12. Dr. H. Kalavathy Victor –HOD, Medical
13. Dr. Christina Mary.P.Paul, Professor - Medical
14. Dr. Viji Vinod, HOD – MCA
15. Dr. N. Jayachitra, HOD – Chemical
16. Dr. Rajeswari Hari, HOD - IBT
17. Dr. Johnson, HOD – Maths
18. Dr. Sumathy Eswaran, Dean – CSE/IT
19. Dr. K. Radhika, - HOD Civil
20. Dr. N. Ethiraj, Addl. HOD – Mechanical
21. Dr. A. G. Srinivasan, Addl. HOD – Maths
22. Ms. K. J. Sharmila, Asst. Prof IBT
23. Dr. Hepsibah Sharmil, Professor – R&D
24. Dr.L.V.Nandha Kishore Professor – Maths
25. R.Devi ,Asst. Professor – B.Ed
26. E.Srinivasan, Addl. HOD, –Chemical
27. Dr.S.Valliamai, Associate Professor, –Chemistry
28. R.T.Sheela, –Computer Science
29. R.Kavitha, –Computer Science
30. A.V Sekhar, Professor –HMCT
31. Dr.C.B.Senthil Kumar, HOD- Commerce
32. Dr.P.Udhaya Kala HOD –Chemistry
33. Dr.N.S.Radha Krishnan HOD –Physics
34. AR.Mohana Priya-,Professor –Architecture
35. V.Radhika, HOD –Architecture



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36. Dr.S.Ponumuthumari, Asst. Professor–Commerce
37. Dr.Chandrasena M.Rajeswari, Professor –English
38. Dr.Mary Thomas, Professor –English
39. C.Tamilselvi, Assistant Professor –CSE-IT
40. M.Mahalakshmi HOD – B.ed
41. Dr.S.Asrafi Addl. HOD – MBA
42. Dr.P.Godhavari,HOD-ECE
43. Dr.S.Geetha,HOD-CSE
44. Dr.Rajnish Borkar, Professor – Medical
45. S.Nandha kumar, Assistant Professor –Pharmacy
46. Dr.N.Hari krishnan Principal –Pharmacy
47. Dr.F.Fareeza, Associate Professor –EEE
48. K.Manivanan, Asst. Professor –ECE
49. K.Ashok Kumar, Asst. Professor –Civil
50. Tanmayee Asst. Professor –Chemical Engineering
51. N.Kavipriya, Assistant Professor –MBA
52. K.A.Florence Nightingale- Professor –Nursing
53. V.Anu Radha, Asst. Professor-English



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Agenda

1. Action Taken Reports of Departments

- A. Digital learning to be adopted and incorporated in the teaching-learning process & creation of E content
- B. More focus on skill development & enrichment programs for the students
- C. Improving Research, identifying thrust areas for Research & getting resources for research
- D. Improving Industry Institute interaction

2. Improving Research



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Minutes of the Meeting

- Dr. Malini Pande, Director IQAC welcomed the gathering and appreciated all the Departments for completing the Departmental IQAC Meetings and submitting the Action Taken Report on time.
- Director also elaborated on the common challenges identified during the IQAC Audit and the action taken by Departments to cope up with these challenges.
- The four common challenges across all Departments for which the 'Action Taken Report' and 'Goal Setting Template' was created are:
 1. Digital learning to be adopted and incorporated in the teaching-learning process & creation of E content.
 2. More focus on skill development & enrichment programs for the students.
 3. Improving Research, identifying thrust areas for Research & getting resources for research.
 4. Improve Industry-Institute interaction

Action Taken Report & Goal Setting Template

AREAS OF IMPROVEMENT (common areas identified during the IQAC Audit)	ACTION TAKEN AFTER THE IQAC AUDIT	ACTION PLAN : over next 3 months (should be measurable & realistic)	ACTION PLAN : over next 6 months (should be measurable & realistic)	ACTION PLAN : over next 12 months (should be measurable & realistic)	RESOURCES REQUIRED	URGENT ISSUES & CHALLENGES	TRACKING (Faculty In Charge)



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- Director IQAC informed all that some Departments have given quantitative, measurable, & realistic targets with a time frame to achieve them. Departments that have not completed this or have not given given specific, measurable, & time bound targets will have to send their ATR again as per the prescribed format to IQAC. There will be monitoring of the targets and achievements made against these targets as per the stated time lines.

A. Digital Learning and creation of E- content

- Resources needed for this: Smart class rooms & Smart Board, Recording facility, Wi-Fi enabled Campus & Faculty Training (ASC). During the discussion the safety of equipments was discussed and it was decided that Heads of Departments will have to take the responsibility of keeping resources intact and undamaged, smart classrooms, smart board all need to be kept locked when not in use.
- Some Departments are making use of Google Classrooms for teaching-learning purposes. Director IQAC requested these Departments to take a lead and train other Departments also. Sharing of Best Practices will help in quality improvement.
- Some members expressed the need to conduct Faculty Development Programs on E-content development, E Learning and using Google Classroom.
- In some cases there was a need to purchase specific software for development of subject wise E-Content
- Dr. Cyril Raj, Dean E&T requested Heads of Departments to implement Google Classroom for all students from I semester onwards.
- Proper recording facility for creating good quality videos (to discuss with Dept of Visual Communication) & classrooms with the right technology to make use of recorded lectures have been recommended during the IQAC Meeting.

B. Skill Development

- There was a suggestion that skill based training can be provided effectively for students if the money needed for the same is collected at the time of admissions.



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- Mr. Bala Subramaniam Industry representative gave ideas about skill based training for Hotel Management & Catering students. He also told about Bharat Yuva Shakti Trust that provides skill based training to youngsters.
- Director IQAC informed all about the collaboration with ATI, Chennai and to contact SPD office for coordinating Faculty & student training.

C. Industry Institute Interaction

- Faculty of Medicine, Faculty of Pharmacy, Dental College, and Department of Nursing shared their methods of providing industrial training to the students.
- Fully Flexible Credit System will also help the students. Director IQAC suggested that a separate Meeting can be conducted to discuss this at length. Also internship period for Engineering students can be extended to 6 months to help them learn the practical aspects of the subject.
- Director IQAC informed the members that the University has signed MOU with ATI, Chennai and a 'Centre of Excellence for Skill Development' has been started in collaboration with ATI. She requested them to contact SPD Office for further coordination.

D. Research

- Director IQAC told that Departments need to identify 'Thrust Areas for Research' keeping in mind the research gaps, priority areas for funding, faculty expertise, etc. Based on that they need to decide the funding partner, preparing project proposal, getting the proposal vetted by experts, and send it to the right agency. Departments that have not identified their Thrust Areas need to send it immediately to IQAC with a clear plan.
- Director IQAC suggested that a sub-committee on Research should be set up with Department Heads, Research Coordinators and Heads & Representatives



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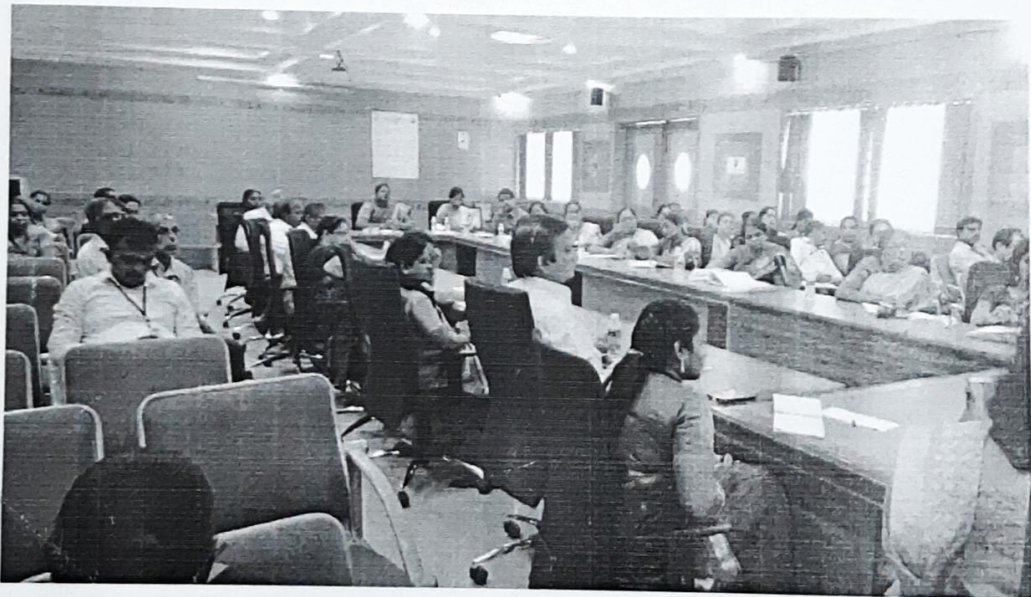


from all the Research wings of the University to deliberate on research areas, collaborative & inter-disciplinary research, sharing best practices & ideas, developing project proposal etc.

- Resource sharing: A list of Lab resources & equipments available in all the Campuses of the University should be sent to all Departments so that there can be sharing of resources and optimal utilisation of resources.
- Director IQAC proposed a vote of thanks at the end.



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2nd Quarterly IQAC Meeting April - June 2018

S.No.	Name	Department	Mobile No.	Signature
1	DR.L.V.NANDAKISHORE	MATHEMATICS	951609911	
2	R. DEVI	B.Ed	9940040235	
3	E. SRIVILVASAN	Chemical	9884968107	
4	Dr. S. VALLIAMMAL	B.Sc - CHEMISTRY	9976704257	
5	R.T.SHEELA	B.Sc.(CS)-PIL	9840236013	
6	R. KAITHA	Comp Sci (P-2)	9854053655	
7	Rajalwaray Hari	Biotech	984071705	
8	K.J.J. Shanmala	Biotech	9840880906	
9	A.V.SEKHAR	HONET	9600180355	
10	Dr. P. Udayakale	Chemistry	9840659325	
11	Dr. B. Senthikumar	Commerce	9444145673	
12	Dr. T. Johnson	Mathematics	9940214531	
13	Dr. N. EITHARAJ	Mathematics	9444287872	
14	Dr. S. Radhakrishnan	Physics	9486204477	
15	Dr. N. S. Shubhashree	Physics	9840369062	
16	Dr. Mohana Priya . R	Architecture	9840660631	
17	V. Radhika	Architecture	9840498795	
18	Dr. S. Parameswaran	Commerce	9600037905	
19	Dr. K. Ramesh	Asst. Dean	9444071733	
20	Dr. J. Felix KIDLA	Asst. Dean	9445205939	
21	Dr. Vij. Vino d	Head / CA	9444142585	



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S.No.	Name	Department	Mobile No.	Signature
1	Dr. S. Hepsibah	Dr. ARI COE	9840550323	S.Hepsibah
2	Dr. A.C. Srinivasan	Mathematics	9940144992	A.C. Srinivasan
3	C. I. Amirthi	ISE-IT	9884013626	C.I. Amirthi
4	M. Mabalakshmi	B. Ed	94444619522	M. Mabalakshmi
5	Dr. S. Arzath	MBA	7867016465	Dr. S. Arzath
6	Dr. T. Godhavar	ECE	9444113280	Dr. T. Godhavar
7	Dr. S. Geetha	CSE	9890059372	Dr. S. Geetha
8	Dr. Proj Hema NH	Nursing	9444383220	Dr. Proj Hema NH
9	Dr. H. Karanavan Vireal	Accredited DIT/ISO	7841757170	Dr. H. Karanavan Vireal
10	Dr. CHRISTINA MARY P PAUL	Medical College	9442383321	Dr. CHRISTINA MARY P PAUL
11	Dr. M.K. Manikavanan	Dental	9444367778	Dr. M.K. Manikavanan
12	Dr. RAJESH KOSKAR	Medical College	9701481082	Dr. RAJESH KOSKAR
13	S. Nandha kumar	Pharmacy	9885561619	S. Nandha kumar
14	Prof Dr. Ch. Srinath Nattan	Physiotherapy	9841236943	Prof Dr. Ch. Srinath Nattan
15	Dr. S. NARESHKANTHAN	Pharmacy	993059652	Dr. S. NARESHKANTHAN
16	Dr. F. FAREEZA	EEE	9962098599	Dr. F. FAREEZA
17	K. Nandhan	ECE	988431081	K. Nandhan
18	Mrs. Parma Suresh (parent)	E.C.F.	9080438758	Mrs. Parma Suresh (parent)
19	Dr. X. Radhika	Gen	9486467133	Dr. X. Radhika
20	K. Ashok Kumar	CIVIL	9880771041	K. Ashok Kumar
21	Dr. O. Jaya Chitra	Chemical Engg	9444631629	Dr. O. Jaya Chitra
22	Mrs. Tanoraj	Chemical Engg	9840112559	Mrs. Tanoraj

