



## **Academic Year (2019-2020)**

### **III Quarterly University IQAC Meeting**

**DATE: 29/05/2020 Time :11.00 am**

**Mode of the meeting: Google meet**

<https://meet.google.com/ubs-ekoj-tmj>

### **AGENDA**

- ❖ REVIEW OF THE I AND II QUARTERLY MEETING OF THE ACADEMIC YEAR 2019-2020
- ❖ QUALITY POLICY TAKEN TO ENHANCE THE BEST PRACTICES OF THE DEPARTMENT.



**MEETING DATE & TIME: 29.5.2020, 11.00 a.m**

**Members Present as attendance received through Google form during the meeting**

S.No.	NAME	DEPARTMENT/FACULTY	DESIGNATION
1.	Dr.S.Geetha lakshmi	University	Vice chancellor
2.	Dr.V.Cyril Raj	University	Joint Registrar Acad
3.	Dr.Malini Pande	University	Joint Registrar (H&S)
4.	Dr.P.Udhaya Kala	Chemistry/ Director IQAC	Dean Chemistry
5.	Dr.J.Sridevi	Management Studies/IQAC(i/c)	Professor and Head FP
6.	Dr.N.Kanya	Information technology/IQAC(i/c)	Prof. and Head
7.	Dr.Jyothi Lakshmi G.L	RRMCH/Jt.Reg IQAC	Associate Professor
8.	Dr.Vidhyavathi M	PSYCHIATRY,RRMCH/Dep.Reg-IQAC	Assistant Professor
9.	Dr.T.G.Balachandran	University	Director-admin
10.	Dr. S Nallusamy	Mechanical Engineering	Professor and JR Ins
11.	Dr.Shubhashree. N. S	Physics	Dean(E&S)
12.	Dr.Hema V H	Nursing	Principal
13.	Dr.Kalpana Devi	AHS	Principal i/c
14.	Dr.M.K.Karthikeyan	Dental Surgery	Vice Principal
15.	Prof.VEENA @ KIRTHIKA.S	Physiotherapy	VICE PRINCIPAL
16.	Dr.GODHAVARI T	ECE	PROFESSOR AND HEAD



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

Maduravoyal, Chennai - 600 095, Tamilnadu, India.

(An ISO 9001 : 2015 Certified Institution)

University with Graded Autonomy Status



S.No.	NAME	DEPARTMENT/FACULTY	DESIGNATION
17.	Dr.GANESAN.M	MECHANICAL ENGINEERING	PROFESSOR AND HEAD
18.	Dr.S GEETHA	CSE	Associate Professor and HoD
19.	Dr.Johnson T	Mathematics	HOD
20.	Mrs.M.Mahmuda Begum	Fashion Design	Associate Professor, HoD
21.	Dr.Shruthi B N	Anatomy	Professor and HOD
22.	Dr.S.VALLIAMMAI	Chemistry	Associate Professor/HoD
23.	Dr.A.R.Arunachalam	CSE Phase -II	Head of the Department
24.	Dr.C.Balakrishnan	Industry Institute Planning Cell	Head - Industry institute planning cell
25.	Dr.Nalini. A	EEE	Dy Head/EEE, Associate Professor
26.	Dr.N. Ethiraj	Mechanical Engineering	Professor
27.	Dr.M Senthil Mathi	Commerce	Assistant professor
28.	Dr, Prof. G. Gayathri	Oral and Maxillofacial Surgery	Senior lecturer
29.	Dr.L.V. NANDAKISHORE	MATHEMATICS	PROFESSOR
30.	Dr.Akila V	Department of pedodontics and preventive dentistry	Senior lecturer
31.	Mr.Babu P	Faculty of Pharmacy	Associate Professor
32.	Dr.K.Sheela	Dental(Prosthodontics)	senior lecturer
33.	Dr.P. SENTHAMIZH PAVAI,	FACULTY OF EDUCATION	ASSISTANT PROFESSOR
34.	Dr.F Fareeza	EEE	Associate Professor
35.	Mrs.lyswarya Raghavi	HMCT/De Novo Courses	Lecturer / IQAC Coordinator
36.	Mrs.Kaviarasi Kalairajan	Physics	Assistant Professor



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

Maduravoyal, Chennai - 600 095, Tamilnadu, India.

(An ISO 9001 : 2015 Certified Institution)

University with Graded Autonomy Status



S.No.	NAME	DEPARTMENT/FACULTY	DESIGNATION
37.	Dr.Keerthi Narayan. V	Department of Oral Pathology and Microbiology and Public Health Dentistry	Assistant Professor
38.	Mrs.K.VASANTHI	DEPT OF HUMAN RESOURCE & IQAC TASK GROUP GURUDAKSHTHA	ASSOCIATE PROFFESOR
39.	Dr.LEKSHMI MOHAN	Civil	Asst. Professor
40.	Mrs.M.BAGIRATHI	FACULTY OF MANAGEMENT STUDIES	ASSISITANT PROFESSOR
41.	Dr.MANOJ RAJA	Dental	Professor
42.	Mr.N.LAKSHMINARAYANAN	ECE	Assistant Professor
43.	Dr.Neeraja	Management Studies	Professor
44.	Mr.Prabu.M	Faculty of Hotel management,Culinary Arts,Aviation and De Novo courses	Dean
45.	Dr, Prof.Pradeep Christopher	Oral and Maxillofacial surgery	Professor and head
46.	Mr.R.Manoj	Psychology	Program Head
47.	Dr.Rajeswary Hari	Biotechnology	Prof & Head
48.	Dr.Rajnish Borkar	ACS Medical College	Professor, Community Medicine
49.	Mr.A.V.Sekhar	Economics	Professor
50.	Dr.S.Nallusamy	University	Joint Registrar-Ins
51.	Dr.S.PON MUTHUMARI	COMMERCE	ASSISTANT PROFESSOR
52.	Mrs.S.Ramya	AHS	Vice principal
53.	Dr.Sreedevi J	Oral Medicine and Radiology- Thai Moogambigai Dental College and Hospital	Senior lecturer
54.	Mrs.Tamilselvi. C	IT	Assistant professor
55.	Mrs.TANMAYEE PANIGRAHI	CHEMICAL ENGINEERING	ASSOCIATE PROFESSOR
56.	Dr.V. KEERTHI	Conservative Dentistry and Endodontics	MDS, Associate Professor



S.No.	NAME	DEPARTMENT/FACULTY	DESIGNATION
57.	Dr.Vinoth kumar	Dental (orthodontics)	Reader
58.	Dr.Uthaya Kumar	Local society member	Vice chairman ,Quality Circle forum,Chennai chapter
59.	S.Janani Priya	IT, IV year	Student
60.	Maimoona Begum. M. A	Technical Test Lead, Infosys Ltd	Alumni

### **Minutes of the Meeting**

- The III Quarterly University IQAC Meeting for the year 2019-2020 was conducted through the Google meet virtual platform. The Meeting started with the greeting of Vice Chancellor Dr.S.Geethalakshmi. She expressed her happiness for the IQAC Meeting to be organized in such a pandemic period through the virtual media. Added to that she also insisted IQAC to give direction for the Departments to work by analyzing the gap for the Assessment and Accreditation process of NAAC .
- Dr.Malini Pande insisted that quality is all about 3Cs Conscious, Consistent and Continuous effort. She added Quality cannot be a top down approach and hence the Departmental IQAC meetings with stakeholders plays a vital role in the ideation. She also highlighted that technology enabled learning is imperative and creating the infrastructure to enhance its strength is very essential, the need of transformative FDPs was also expressed by her.
- The Dr.P.Udhaya Kala, Director IQAC thanked all the faculty members who tirelessly work during this highly uncertain and unforeseen lockdown period. She presented the happening of IQAC after the II Quarterly meeting.



She opened up with the funding applied by IQAC to NAAC for conducting a workshop and the workshop attended by her in Bharathidasan University on 21st and 22nd February 2020 and the knowledge shared with peers. Since the agenda goes with the review of I&II Quarterly Meeting she displayed the IQAC Audit schedule which was planned to go with action from 26<sup>th</sup> March 2020 till 2<sup>nd</sup> April 2020 followed by the discussion to be carried on in the IV Quarterly Meeting. Dr.Malini Pande,JR (H&S), former Director of IQAC reminded that a similar activity was done during her tenure.

- The Director briefed about the UGC suggestive academic activities happened by framing various task group and the action plan prepared by the team. Also shared the activity done under PARAMARSH selecting SIVET college, Gowrivakkam as a mentee college and given a webinar related to sustaining quality Mandate. And she also briefed on the Mulya Pravah team's plan on international webinar in Human Values and Ethics for Higher Education Institution and the Gurudakshta task group's plan to go with Module 1 of Faculty Induction Program.
- The Director highlighted the webinar presented by HRD Minister and UGC Chairman on 28/5/2020 where they repeatedly insisted on UGC task group activity. So she shared University Activity Monitoring Portal and requested permission of the August forum to upload the action planned by all the task force groups. Dr.T.G.Balachandran, Director-admin responded that the action plan can be mailed to few senior administrators so that it can be wetted before uploading in the portal.
- Dr.N.Kanya IQAC i/c and Dr.Sridevi IQAC i/c shared the Departmental activities on the set agenda and highlighted the outcomes of quality circle meetings and UGC task force work carried out.



- Dr.V.Cyril Raj Jt.Registrar, Acad Stressed upon the importance of IQAC on NAAC and the massive work to be carried out by IQAC. He added under the criteria of Teaching Learning, OBE implementation to be taken seriously across various faculties and under the Research and consultancy criteria the quality of Faculty on the basis of research and publications should be given importance by motivating each faculty member to publish 3 papers. The number of patents awarded and the earnings through that should also be accounted was his idea. He also expressed that all should be a part of IQAC to uplift the university. The Director IQAC shared that she understood the responsibilities, which she shoulders and assures that the IQAC team will work towards that.
- Dr.T.G.Balachandran, Director Admin, Suggested to use the Flipped classroom technique, which few faculty members were already doing through Google classroom. He also added that Since we already have faculty student exchange scheme with many international Universities, we can promote Skype interaction with some of the globally best education institution. He added that the project exhibitions showcased to school students can be done on regular basis in the month of December as a best practice. Apart from NAAC the Departments should also go for various international accreditations was his suggestion. Attention towards NIRF needs a plan was also brought by him to the forum. He insisted that the scheme under AICTE for entrepreneurship and soft skills can be given to all the students. He reminded on the National Education Policy brought into the previous IQAC meeting for clarification.
- Dr.Malini Pande Jt Reg H&S responded that she is ready with her document to be shared and waiting to get it approved and thanked Dr.Balachandran for



reminding and expressed her desire to open up in one another IQAC meeting.

- Dr.V.Cyril Raj Jt.Reg and Dr.T.G.Balachandran, Director admin discussed on the 5 criteria's of NIRF and the maximum mark on IPR and the need to take care of these activities. The Director IQAC requested the Heads and IQAC coordinators to come up with the suggestions to prove themselves if proper resources are provided to take our university to a better Ranking in NIRF. Dr.Ganesan , Head, Mechanical Engineering suggested that the future agendas of IQAC should go criterion wise, in order to achieve all the discussion carried over by Dr.V.Cyril Raj & Dr.Balachandran. So that the Department can go with SWOT Analysis.
- The Director IQAC responded that IQAC expected the approval of this forum to go with criteria wise Analysis and that is the reason Dr.J.Sridevi, IQAC i/c opened up into this forum which is the outcome of a quality circle discussion.
- Dr.Ganesan ,Head, Mechanical added that the best practice adopted by each Department may be shared so that other Departments can also adopt it. Mr.A.Sekar , Head of Economics appreciated the audit scheduled by IQAC and he added that audit can be planned at first inter departmental among the Faculty. He also shared that all their classes are 50% activity based and they follow that as their best practice.
- Dr.S.Geethalakshmi Vice chancellor, suggested it can be a routine internal audit after every IQAC meeting within a timeframe.
- Dr.T.G.Balachandran, Director-admin, informed UGC & AICTE is having a mandatory Academic Audit and that it should have peer members from other universities as well.



- Dr.Manoj, Head, Psychology came out with the idea of Goal setting and achievement analysis for all criteria's. He also shared the best practice of his Department.
- Dr.Rajnish Borker, Prof,ACSMCH opened up on Digital library, Vice Chancellor enquired about the platform to upload all the e-materials prepared by Faculty members. Dr.V.Cyril raj and Dr.Malini Pande the Jt .Regs informed about the Digital Learning Monitoring Cell headed by Dr.T.Jhonson, Head, Dept. of Mathematics and Dr.T.Jhonson elaborated on the activities of the cell.
- Dr.N.S.Shubhashree, Dean E&S, highlighted on the project lab in the curriculum of I year E&T and students lined up with ideas to be applied for funding after approval and also ready to participate in hackathon as the best practice.
- Dr.Jyothi Lakshmi, Jt. Registrar -IQAC, RRMCH shared the criteria wise discussion happened in RRMCH, Bangalore and also their experience on handling online classes through MEDWHIZ. She also expressed that they are ready to extend their hands to support for the development of the University.
- Dr.Prabhu,Dean,Faculty of Hotel Management and Denovo courses expressed that we should have some software like impartus to go with online classes. So that the student activities can be monitored.
- Dr.Uthayakumar,Vice Chairman ,Quality Circle forum of India, Chennai Chapter, expressed his view on installing Moodle platform to go with online classes and also appreciated the quality circle formed by IQAC. The Director IQAC informed about the training undergone by the faculty



members in handling MOODLE platform conducted by Spoken tutorial, IIT, Bombay.

- The Director also expressed that the next agenda for IQAC meeting will be on Sustaining the academic activities during lockdown period criteria wise. She concluded the meeting by sharing the takeaways of the meeting and thanking all the members who participated in the meeting.





**Dr. M.G.R.**  
**EDUCATIONAL AND RESEARCH INSTITUTE**  
(Deemed to be University)  
Maduravoyal, Chennai - 600 095, Tamilnadu, India.  
(An ISO 9001 : 2015 Certified Institution)  
University with Graded Autonomy Status



REC | 12:56 PM

IQAC Meeting

Meet attendance (12:56 PM) | Show all

REC | 12:58 PM

Prabha M has left the meeting

Meet attendance (12:58 PM) | Show all



**Dr. M.G.R.**  
**EDUCATIONAL AND RESEARCH INSTITUTE**  
 (Deemed to be University)  
 Maduravoyal, Chennai - 600 095, Tamilnadu, India.  
 (An ISO 9001 : 2015 Certified Institution)  
 University with Graded Autonomy Status



This screenshot shows a Google Meet interface during a session. The main video feed displays Dr. C. Uthayakumar. The interface includes a 'REC' indicator, a 'People (30)' list on the right, and a grid of 30 participant thumbnails. The browser address bar shows 'meet.google.com/...'. The system tray at the bottom indicates the time is 12:55 PM on 5/26/2020.

This screenshot shows a Google Meet interface during a session. The main video feed displays Dr. V. Cyril Raj. The interface includes a 'REC' indicator, a 'People (30)' list on the right, and a grid of 30 participant thumbnails. The browser address bar shows 'meet.google.com/...'. The system tray at the bottom indicates the time is 11:59 AM on 5/26/2020.





**Dr. M.G.R.**  
**EDUCATIONAL AND RESEARCH INSTITUTE**  
 (Deemed to be University)  
 Maduravoyal, Chennai - 600 095, Tamilnadu, India.  
 (An ISO 9001 : 2015 Certified Institution)  
 University with Graded Autonomy Status



Principal Allied Health Science has left the meeting

IQAC Meeting



**Dr. M.G.R.**  
**EDUCATIONAL AND RESEARCH INSTITUTE**  
 (Deemed to be University)  
 Maduravoyal, Chennai - 600 095, Tamilnadu, India.  
 (An ISO 9001 : 2015 Certified Institution)  
 University with Graded Autonomy Status



