



Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
DEEMED TO BE UNIVERSITY

University with Graded Autonomy Status
(An ISO 21001 : 2018 Certified Institution)
Periyar E.V.R. High Road, Maduravoyal, Chennai-95, Tamilnadu, India.



INTERNAL QUALITY ASSURANCE CELL

Minutes of the Academic year 2020-2021 III Quarterly Meeting

VENUE: G meet <https://meet.google.com/myy-neqk-kth>

MEETING DATE: 30.03.2021

TIME: 11.15A.M

Chair Person: Dr.S.Geethalakshmi, Vice Chancellor

AGENDA

- Curriculum Feedback Analysis.
- Action plan taken for the minimum points in SSS and the weakness & challenges identified during Auditing.



Director IQAC

Dr.P.Udhayakala

S. Geethalakshmi
Vice Chancellor

Dr.S.Geethalakshmi

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MINUTES OF MEETING

Vice chancellor Dr.S.Geethalakshmi started the 2020-2021 III quarterly meeting with her brief note followed by the presentation of the Director-IQAC Dr.P. Udhayakala about the Quality initiatives taken and the outcome of previous meeting.

1. Quality initiatives taken by IQAC

S. No	Agenda / Discussion topic	Quality initiative/ Action taken	Responsible committee / Incharge
1.1	Auditing December 2020	Based on the NAAC SOP the Auditing format was prepared and a schedule with Internal Audit experts was circulated after the approval of Registrar. The audit experts visited onsite every Departments and submitted the strength, weakness, opportunities, and challenges identified by them to IQAC. The weakness, challenges and opportunities identified were discussed in the Steering Committee meeting as well as in the Quality circle meeting and were asked to submit the action planned or taken on the weakness and challenges identified by the auditors	Faculty Deans, Principals & Heads.
1.2	Steering Committee Meeting	A Steering Committee Meeting was organized on 20.01.2021 to discuss the Strength, Weakness, Opportunities and Challenges identified by the Auditors and to strengthen the institute based on the previous NAAC peer team report.	Director-IQAC, Faculty Deans and Principals
1.3	FIP-Gurudakshita	As mandated by the UGC the Faculty Induction Program Gurudakshita module 2 and 3 was organized based on Curriculum designing, Outcome based learning and Choice based credit system, Teaching, Learning and Assessment from 08.02.2021-12.02.2021	Dr.P. Udhaya kala – Director IQAC, Ms. Vasanthi, ASC Coordinator Dr.N.Kanya, IQAC i/c, Head IT
1.4	Quality Circle Meetings	Discussion based on the methodology of their curriculum feedback analysis and a brainstorming session on the Action to be planned for the minimum points in SSS and the weakness and challenges identified by Auditors	Department IQAC Co-ordinators, IQAC team.
1.5	ISO Internal and External Auditing	The Quality of documentation and benchmark achieved were audited.	Dr.P. Udhaya kala – Director IQAC with IQAC team

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2. Action taken subsequently on the agenda points discussed in 2020-2021 II Quarterly Meeting.

S.No	Agenda/ Discussion topic in the 2020-2021 II Quarterly meeting.	Action taken subsequently on the agenda points discussed in 2020-2021 II Quarterly Meeting	Responsible committee / Incharge
2.1	Student Satisfaction Survey	A follow up on the Student Satisfaction Survey is taken to the present meeting as the action taken on the minimum points secured on the survey.	Faculty Deans, Principals and HoDs
2.2	Outcome Based Curriculum Framework.	As per the discussion happened during the II Quarterly 2020-2021 IQAC meeting the Curriculum of H&S 2020-2021 was planned to be revised including the life skills(Jeevankoushal) and other requirements based on the Stakeholders feedback. Auditing ensures the POs, COs framed for all the programs throughout the University.	Dr.V.Cyril Raj, Jt.Reg.Ac/Ad and Dr.MaliniPande Jt. Reg H&S.
2.3	Faculty training	Vice Chancellor suggested Faculty training is needed on Curriculum framework and hence IQAC organised the Module 2 and 3 of Gurudakshta	Dr.P. Udhaya kala – Director IQAC, Ms. Vasanthi, ASC Coordinator Dr.N.Kanya, IQAC i/c, Head IT
2.4	Curriculum feedback	Director Admin highlighted to ensure the curriculum feedback by stakeholders. Hence IQAC took this as one of the Agenda for the present meeting and analysed the curriculum Feedback.	Department/Faculty Heads.

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3. Discussion on the set Agenda of the III Quarterly 2020- 2021 Meeting

S.No	Agenda/ Discussion topic in the 2020-2021 III Quarterly meeting.	Discussion	Responsible committee / Incharge
3.1	Curriculum Feedback Analysis	<p>Vice Chancellor:</p> <ul style="list-style-type: none"> Appreciated IQAC for consistently working on feedback, analysing that and action being planned and she added that IQAC should also ensure that the action being taken towards the weaknesses identified. <p>Jt.Reg.Ac/Ad :</p> <ul style="list-style-type: none"> Feedback from all stakeholders plays a major role and should be documented with structured corrective actions in coordination with ISO Cell. <p>Director- Admin:</p> <ul style="list-style-type: none"> Suggested to take feedback on online teaching methodology since for the past 1 year due to pandemic situation teaching learning goes digitally. 	Faculty/Department Heads
3.2(a)	<p>Minimum Points on SSS</p> <p>Internships</p>	<p>Director- IQAC:</p> <ul style="list-style-type: none"> She informed after the student Satisfaction Survey it was found that the overall institutional minimum point was on internship. It was analysed for the reasons behind and corrective actions taken for discussion. <p>Vice chancellor:</p> <ul style="list-style-type: none"> She informed that a new normal was set up and many online internships or trainings were available. 	Faculty/Department Heads



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3.2(b)	Ability of Faculty Members to identify the weaknesses of students and help to overcome them	Director- IQAC: <ul style="list-style-type: none"> She informed that the Departments in their Departmental IQAC meeting report have given that this feeling may be raised due to online interactions which lag one to one physical contact. However Departments have suggested that some technology based methodology will be adapted to meet the student's needs. 	Faculty/Department Heads
3.3(a)	Weakness and challenges identified during Auditing Placement.	Jt.Reg.Ac/Ad: <ul style="list-style-type: none"> He suggested Placement performance indicator one of the NAAC'S criteria should be taken care both by Departments as well as placement since only Department can identify the core areas. Jt.Reg.H&S: <ul style="list-style-type: none"> She shared that companies and corporate mainly focus on soft skills like, communication skill, team spirit and personality development. She suggested placement and training should be separate. Training should be started in the I year of course since communication skills cannot be build in a day or a week. Jt.Reg.Ac/Ad: <ul style="list-style-type: none"> He responded that both placement and training should be under one roof for better communication and outcomes. 	IIPC & Department Heads
3.3(b)	Funded Research project, consultancy	Vice chancellor <ul style="list-style-type: none"> The ranking of the institutes mainly depend on research funding and hence she informed the Departments to regularly browse and ascertain getting either intra mural or extra mural funding. 	Advanced Research Institute, Abdul kalam Research Centre, Faculty Deans Principals& Heads
3.3(c)	Value Added Courses	Director IQAC <ul style="list-style-type: none"> She highlighted that one of the weaknesses identified during Auditing was implementation of Value Added Courses. She requested Department Heads to introduce few Value added courses which gives employability for students. 	Dr. Malini Pande, Jt.Reg.H&S, Faculty/Department Heads

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3.4	Parents Teachers Interactions	<p>Director Admin :</p> <ul style="list-style-type: none"> He raised a question on the effectiveness of Parents Teachers interactions in the form of an association. <p>Director IQAC</p> <ul style="list-style-type: none"> Each department have IQAC meetings in which they include Parents as their Stakeholders. <p>Vice chancellor</p> <ul style="list-style-type: none"> She enquired about University Parent Teacher Association apart from Departments. The discussion was passed on to Joint Registrar Academics Dr.V.Cyril Raj and he informed as of now this is going on well and will be decided after discussion with policy makers. <p>Principal Physiotherapy</p> <ul style="list-style-type: none"> Shared his experience of parents meeting which they conduct twice a year. 	Dr.V.Cyril Raj, Jt.Reg.Ac/Ad and Dr.MaliniPande Jt. Reg H&S.
3.5	Alumni	<ul style="list-style-type: none"> The whole year 2020-2021 does not have a project oriented training which is going to be a challenge for students since companies still expects a project based experience. He also informed there should be some skill development programs for students to qualify themselves for placement. 	IIPC & Department Heads
3.6	Parent	<ul style="list-style-type: none"> She expected placement and internship are the two major areas to be strengthened by the institute. 	IIPC & Department Heads

The Meeting was hosted by Dr.N.Kanya, Head IT, IQAC i/c and Dr.J.Sridevi, Head FP, IQAC i/c thanked the Management, all the Executives, Faculty/Department Deans, Principals, Heads and IQAC coordinators.



Director IQAC

Udhay 8/4/21

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Few memorable Screenshots of the meeting



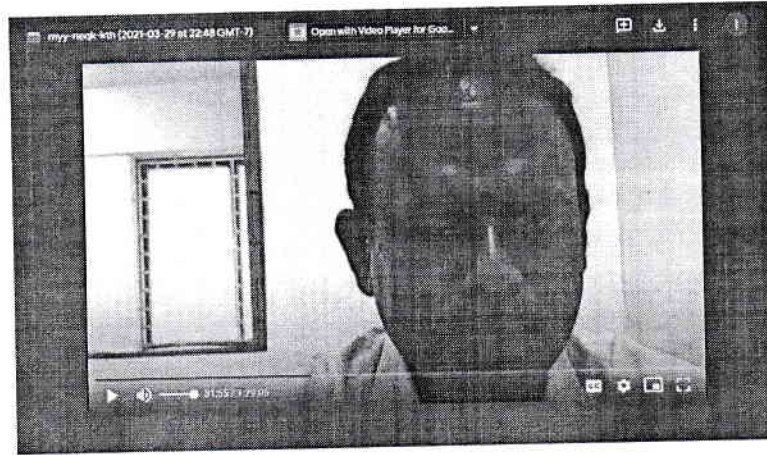
Director IQAC

Dr. P. Udhayakala
8/4/21
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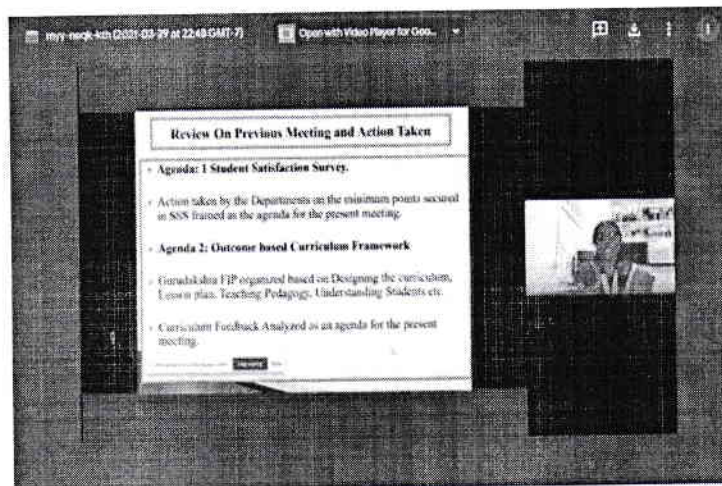
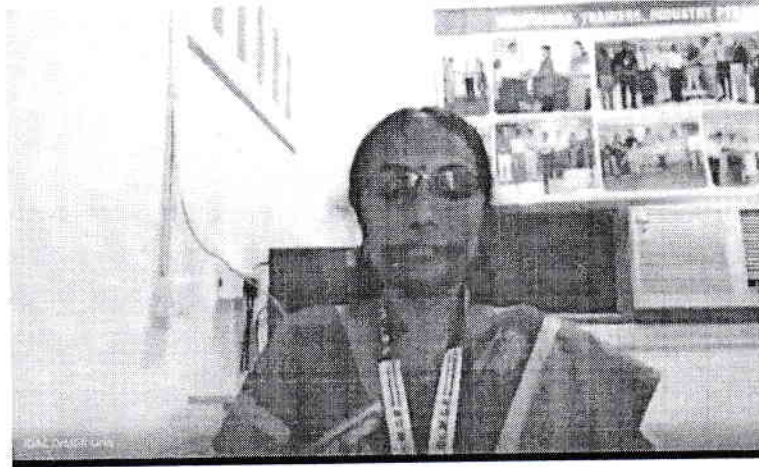
Adhaya 8/4/21

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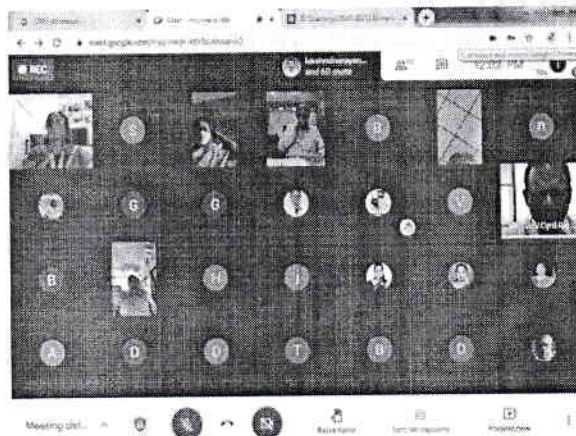
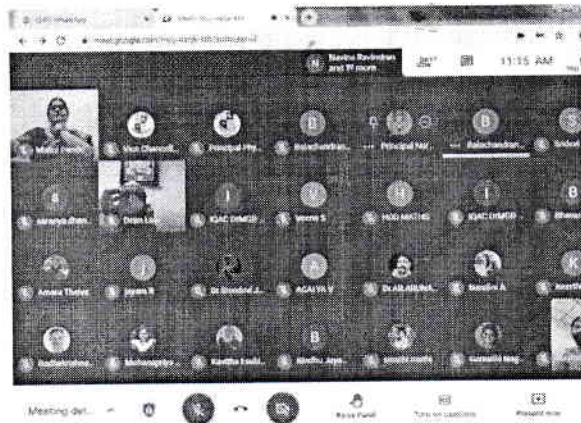
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MEETING DATE & TIME: 30.03.2021, 11.15A.M

Members Present as attendance received through Google form during the meeting

S No	Name of the Faculty	Designation	Faculty / Department
1	Dr. S.Geetha lakshmi	University	Vice chancellor
2	Dr.M.Ravichandran	University	Pro - Vice chancellor
3	Dr.V Latha	University	CoE i/c
4	Dr.V.Cyril Raj	University	Joint Registrar Acad
5	Dr. Malini Pande	University	Joint Registrar (H&S) / Acad
6	Dr.P. Udhayakala	Director IQAC	Dean Chemistry
7	Dr. J. Sridevi	IQAC (i/c) , HoD	BBA-FP
8	Dr. N.Kanya	IQAC (i/c) , HoD	IT
9	Dr.T.Uthayakumar	External Member	Vice Chairman Quality forum Chennai Chapter
10	Dr. Jyothi Lakshmi G.L	Joint Registrar IQAC, Associate professor of Anatomy	Department of Anatomy RRMCH
11	Dr.T.G.Balachandran	University	Director – Admin
12	Dr.N.S.Shubhashree	Dean(E & S)	First year B Tech
13	Dr.Murugadoss	Dean	Faculty of Law
14	Mr.M.Prabhu	Dean	Faculty of HMCT & De-novo Courses
15	Dr.Swetha Madhusudanan	Dean	Faculty of Architecture
16	Dr.A.R.Arunachalam	Deputy Dean (Academic)	CSE (phase II)
17	Dr.C.V.Senthilnathan	Principal	Faculty of Physiotherapy
18	Dr.K. Geetha	Principal	Faculty of Education
19	Kalpana Devi.V	Principal (i/c)	Faculty of Allied Health Sciences
20	Dr.Hema V.H	Principal	Faculty of Nursing
21	Dr.N.Harikrishnan	Principal	Faculty of pharmacy
22	Dr.M.K.Karthikeyan	Vice principal	Dental surgery
23	Veena @ Kirthika.S	Vice principal	Physiotherapy
24	Dr.S.Radhakrishnan	HoD	Physics

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25	V.Radhika	HoD	Architecture
26	Dr.S.Valliammai	HoD	Chemistry
27	M.Mahmuda Begum	HoD/ Associate Professor	H & S / Fashion Design
28	Dr S Geetha	HoD	E & T / CSE
29	Dr. R. Jayam	Prof & Head	Human Resource Management
30	Dr.C.B.Senthil Kumar	Prof & Head	Commerce
31	Dr.T.Johnson	Professor & Head	Mathematics
32	Dr.Rajeswary Hari	Prof & Head	E&T, Biotechnology
33	A.V. Sekhar	Program Head, Department of Economics	Faculty of Hotel Management, Culinary Arts, Aviation & De-novo Courses
34	Dr.G.Brindha	Prof & Head	Faculty of Management Studies
35	Dr.Ganesan.M	Prof & Head	Department of Mechanical Engineering
36	Dr.Joyson Moses	Prof & Head	Dental
37	Dr.A.Anuradha	Professor & Head	Department of Cost and Management Accounting
38	Mrs.U.Jayalatsumi	Deputy Head	E&T /ECE
39	Dr.E.Kavitha	Professor	Physics
40	Dr.L.V. Nandakishore	Professor	Maths
41	Manoj Raja	Professor	Dental
42	Prof .Dr.N.Rajeswari	Professor	Faculty of law
43	Dr. Rajnish Shital Borkar	Professor,community Medicine	ACS Medical College & Hospital
44	Dr.G.Bhavani	VP/AssociateProfessor	Faculty of AHS
45	Prakash. J	Associate Professor	Hotel Management and Catering Technology
46	Tanmayee Panigrahi	Associate professor	Chemical engineering
47	Dr.V.Agalya	Assistant Professor & Head	Department of Economics
48	Gomathi Nagajothi P	Asst.Professor	Civil
49	Dr.P.Senthamizh Pavai	Assistant Professor	Faculty of Education

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50	Dr.S.Bhuvaneswari	Assistant Professor	E & T / EEE
51	Mrs.Devi.M	Assistant Professor	Faculty of Pharmacy
52	Dr.k.J Sharmil	Assistant Professor	Biotechnology
53	Sivabalan T	Assistant professor	Mechanical Engineering
54	Yuvarani T	Assistant Professor	E&T / CSE
55	Ms.Vrinda Rajkumar	Assistant Professor	Hotel management and Catering Technology/ Food Science, Nutrition and Diabetics
56	Dr.V.Keerthi Narayan	Assistant Professor	Faculty of Dentistry,TMDCH
57	Dr.A.Kaviarasi	Assistant Professor	E&T
58	N.Senthil Kumar	Assistant professor	Hotel management and Catering Technology
59	Amaraa Theiva	Assistant professor	Faculty of law
60	K Manivannan	Assistant professor	E&T / ECE
61	Dr.L Bhanupriya	Assistant professor	Hotel management and Catering Technology/ Food Science, Nutrition and Diabetics
62	Mrs.Dhanya	Assistant professor	Hotel management and Catering Technology/ Food Science, Nutrition and Diabetics
63	Thejaswi Alluri	Assistant professor	Hotel management and Catering Technology/ Food Science, Nutrition and Diabetics
64	Bharathi . V	Assistant professor	Faculty of hotel management, culinary arts , aviation & de- novo courses
65	Mr.Sathish.K	Assistant professor	Faculty of hotel management, culinary arts , aviation & de- novo courses
66	Mr.N Lakshminarayanan	Assistant professor	E&T/ECE
67	Mrs.Aditi Ganesh Athreya	Assistant professor	Psychology
68	Ms.Sri Ranaga.A	Assistant professor	Psychology
69	Ms.B.Raynu Sri	Assistant professor	Psychology

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70	Ms.Divya Devi.M	Assistant professor	Psychology
71	Nandini.A	Assistant professor	Department of Economics
72	Dr.J.Revathy	Assistant professor	Department of English
73	Mrs.Nivetha.C	Assistant professor	Department of Economics
74	Nivedha.K	Assistant professor	HMCT /Psychology
75	Mr.Kasthurirangan.B	Assistant professor	Hotel management and Catering Technology
76	Ar.Mohanapriya.R	Assistant professor	Architecture
77	Ms.vaishnave N.M	Assistant professor	B. Com (CMA)
78	Ms.Niveditha Raviselvan	Assistant professor	Psychology
79	Dr.M.Bagirathi	Assistant professor	Faculty of Management Studies
80	Dhanush Ram T.P	Assistant professor	Viscom
81	Ms.Niranjana.G	Assistant professor	French, Phase II
82	Angel P	Assistant professor	HMCT/ English
83	Dr.Gayathri	Reader	OMFS/Dental, TMDCH
84	Saranya	Senior Lecturer	Conservative Dentistry & Endodontics,TMDCH
85	Pavithra.D	Senior Lecturer	Dental, Department of conservative
86	Dr.Navina Ravindran	Senior Lecturer	Dental / periodontics, TMDCH
87	Dr.K.Sheela	Senior Lecturer	Dental Prosthodontics, TMDCH
88	Mrs.Kavitha	Lecturer	Department of French
89	Dinesh C	Associate Manager - HR	Alumni
90	Ms.Bindhu Jayamohan		Parent
91	Divya shree	Student	IT

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