



Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
UNIVERSITY
(Declared as Deemed to be University U/S 3 of UGC Act 1956)
(An ISO 9001 : 2008 Institution)
Maduravoyal, Chennai – 600 095.

MINUTES OF UNIVERSITY IQAC MEETING

DEPARTMENT: SPD (Strategy, Planning and Development)

MEETING DATE & TIME: 28.06.16, 11:00 AM

AGENDA

1. To review the goals (5 years) & objectives (1 year) set by each department
2. Review of 2nd departmental IQAC meetings
3. Quality improvement ideation

MINUTES OF MEETING:

Dr. Meer Musthafa Hussain, Vice Chancellor, welcomed the IQAC members and asked them to introduce themselves.

Dr. Malini Pande, Dean - SPD/ Director – IQAC welcomed the IQAC members and shared the goal of IQAC, which is consistent and continuous enhancement in quality, for which initiatives have to come from the Departments. She appreciated the Departments for conducting the 2nd Departmental IQAC Meetings successfully. The Director - IQAC delivered a brief report about Departmental IQAC Meetings and 1st University IQAC Meeting.

The Director - IQAC informed that in the 1st University IQAC Meeting it was decided to set in motion the process of setting quality benchmarks, goals and objectives for Departments. The Department Goals & Objectives should be in sync with University Mission & Vision. As a follow up to the 1st University IQAC, Departments had set their 5 year goals and 1 year objectives during their 2nd Departmental IQAC Meetings in a format provided by Dean – SPD Office. Most of the Departments had set their 5 year goals & 1 year objectives in that format. Some Departments have not done that and were requested to send it soon in the same format for the sake of uniformity.

VC also requested the IQAC members who had not sent the goals and objectives in the given format to send it as soon as possible so that review can be done from time to time.

The 2nd University IQAC Meeting had the agenda of discussing the goals & objectives set by each Department. Director –IQAC briefed the IQAC that it is important that objectives are



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specific, measurable, achievable, realistic, & time bound. Each Department representative was requested to share their goals & objectives for further deliberation.

Dr. Cyril Raj, Dean E&T explained about the improvements regarding academics and introducing industry oriented courses in the curriculum e.g. Railway Engineering courses for Civil, & EEE.

Dr. G. Gopalakrishnan, Rector provided information about the 7 criteria and asked the members to focus on it. Rector also informed the IQAC about different Committees, the details of which are given in the table below:

UNIVERSITY IQAC COMMITTEES

NO.	CRITERIA	COMMITTEE MEMBERS
Criterion - I	Curricular Aspects	Members of the Academic Council
Criterion – II	Teaching, Learning and Evaluation	COE, CAT in charge of the Faculty, one faculty from each department nominated by HoD
Criterion – III	Research, Consultancy and Extension	Director (R & D), Dean – Research, one faculty from each department nominated by HoD
Criterion – IV	Infrastructure and Learning Resources	All Deans, Directors, Heads of Departments, AOs, Librarian, Estate Manager



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Criterion – V	Student Support and Progression	All Deputy HoDs, Alumni Convenor, Placement Officers
Criterion – VI	Governance, Leadership and Management	All Governing Council Members
Criterion – VII	Innovations and Best Practices	All HoDs

Rector specified on Outcome Based Education by mapping both Program Educational Objectives and Program Outcomes.

VC advised the Director IQAC to have frequent meetings of the Committees for ideation and brainstorming.

Mr. Subramanian, representative from local society, suggested that there should be common goals, and objectives of the departments should be based on these goals. He suggested that there should be monthly or quarterly meetings to review the goals and objectives.

Dr. Sumathy Eshwaran , HOD - CSE elaborated on the goals and objectives of the Department. The HoD mentioned about the improvement made in the attendance percentage of the students by reaching out to the parents and informing them about the marks and attendance percentage.

Dr. Cyril Raj explained about the already existing online system of maintaining attendance.

Dr. Viji Vinod, HOD - MCA specified her Department work under each criterion. She mentioned the goals and objectives of the Department - about introducing new UG courses, starting VISCOM course, teaching - learning process, 100% pass percentage, research publications, 50 % placements, extracurricular activities and collaboration with Global Universities.

Dr.Hema, Principal - Nursing spoke about celebrating important days. She mentioned about the events organized on World Health Day, World Tobacco Day and the upcoming event on World Tuberculosis Day. Dr. Shyamala Mani, Director - Nursing spoke about having a common goal for the University and set internal benchmarking for each subject.



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Mr. Prabhuram, Alumni promised to support the University by providing internship opportunities etc.

Dr. Ramalingam, HOD - MBA informed about the steps taken by the Department to bring in a value based certificate course for the 3rd year BBA students in logistics and shipping.

Mr. Prabhu, Principal - HMCT specified the 17 benchmarks of his Department which includes laboratory for research, conducting national and international conferences, usage of upgraded technology, 100% placements, networking of Alumni and creating a brand image at national and international level, bringing international standards, introduce food research and laboratories, making it the best institute in the country, introducing courses for UG and PG, signing MOUs and conducting research programs, introducing certificate programs, introducing diploma programs, improve trainings, and improving the infrastructure.

Mr. Bala Subramaniam, representative from industry, mentioned about students discipline and attendance and suggested to have regular meetings with the parents.

Mr. Nagesh, Parent, asked the management to improve the communication system so that information about all events conducted in the Main Campus reaches the other campuses also. He suggested that more seminars and other events should be conducted for students.

Mr. Subramaniam, representative from industry, congratulated the University and Director IQAC for conducting IQAC meetings and involving the stakeholders through this forum. He also informed that he would support the University in signing MOUs with Research, Design, & Standards Organization, Lucknow for Civil Engineering, Coach Building etc.

Dr. Senthilnathan, Principal - Physiotherapy mentioned the 10 Objectives of their Department, some of them are - conducting CBT programs, bringing down the dropout rate, doing community outreach programs, making students participate in National and International programs, weekly 1 journal club, invite personalities and conduct guest lectures, paper presentation by faculties, inviting outside people and conducting regular Faculty Development Program, publish paper in index journals and introduce interdisciplinary courses.

Dr. Veena, Vice Principal - Physiotherapy spoke about upgrading curriculum, introducing new courses, allotting one committee to one staff, motivating staff and students for paper presentation, purchase of new equipments, campus interviews and Alumni meeting.



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Dr. Ethiraj, Addl. HOD – Mechanical recommended having a webcam annual interaction with all the parents who live outside Chennai. He spoke about the interaction with Alumni from TCS, Nissan and Thermal Power Station.

Dr. Karthikeyan, Vice Principal - Dental shared the objective of introducing more Centers of Excellence.

Rector talked about the University Research and Development activities, satellite program and Research Center.

Vice Chancellor asked the Medical and Dental Departments to arrange for a session to teach basic First Aid to students of all Departments.

Dr. Cyril Raj informed the IQAC about the efforts made for Business Incubation with MSME funding in which students and Alumni need to submit a proposal to MSME to start their business.

Director IQAC summarized the meeting by asking the IQAC members to keep the following points in mind:

- Mission & Vision of the University while setting Department Goals & Objectives
- NAAC – the 7 criteria
- Plan the goals and objectives for each criterion in the format given to them
- Ensure implementation and continuous review.

The Meeting ended with a vote of thanks proposed by Dean – SPD/Director IQAC – Dr Malini Pande.



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APPENDIX

Goals and Objectives

A goal is an overarching principle that guides decision making; they are the long term outcomes that you wish to attain. Objectives are specific, measurable steps that can be taken to meet the goal. A goal is a description of a destination; an objective is a measure of the progress needed to reach that destination. We can break goals into parts or chunks and these are called objectives which are shorter in time frame. Goals are often open and unstructured in nature. Objectives tend to be single achievable outcomes and are concrete in statement and purpose.

I. DEPARTMENTAL GOALS (5 years)

(Please set these goals for the next 5 years based on the Department Mission & Vision. It should be aligned with the University Mission & Vision.)

II. DEPARTMENTAL OBJECTIVES (May 2016 – April 2017)

Set the short term objectives to reach the goals given in the sheet above. This should be measurable, time bound, & practical. You can break the 5 yrs period into shorter time frame of 1 year.

S.No.	Objective	Target level (with Time Frame)	Current level	Actions (Taken or planned) to achieve the Target level	Faculty in charge
1.					
2.					
3.					

III. ACHIEVEMENTS BASED ON THE OBJECTIVES

(Review these achievements from time to time and submit a status update report)

Sl.No.	Objective (based on the earlier sheet)	Achieved : Yes / No	Details of the achievements	Reasons for not achieving



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FACULTY OF ENGINEERING AND TECHNOLOGY
MECHANICAL ENGINEERING





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CIVIL ENGINEERING





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ELECTRICAL AND ELECTRONICS ENGINEERING

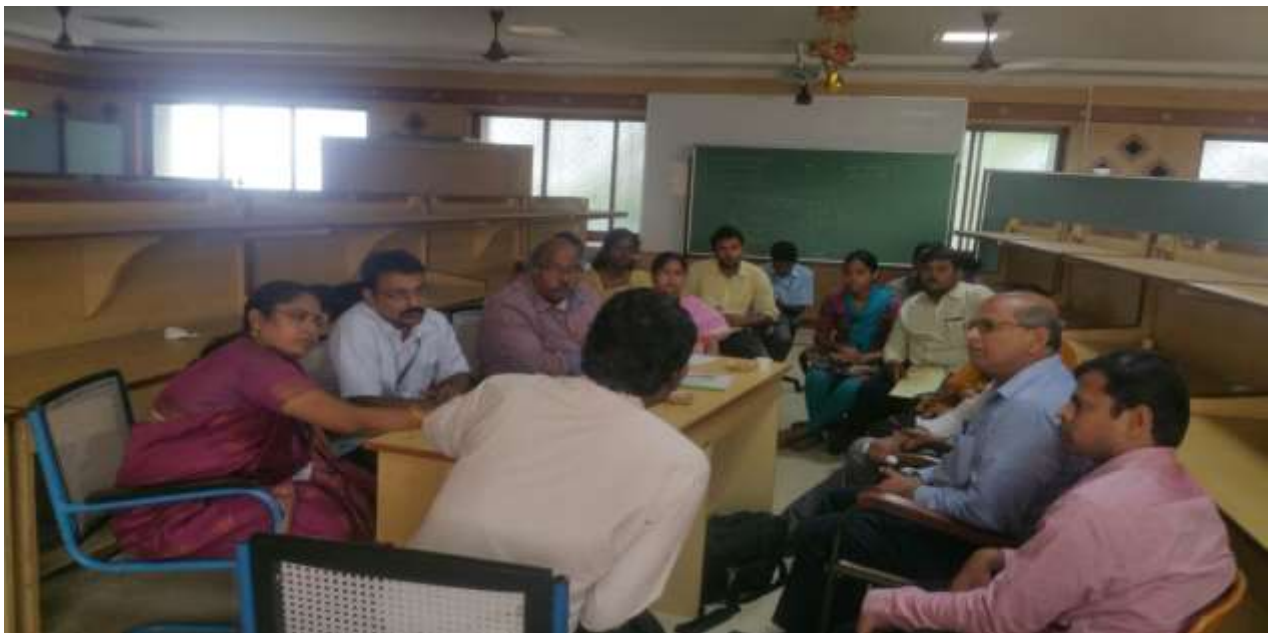




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ELECTRONICS AND COMMUNICATION
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BIOTECHNOLOGY



CHEMICAL ENGINEERING





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FACULTY OF MEDICAL, HEALTH & SCIENCES
PHYSIOTHERAPY





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NURSING



HOTEL MANAGEMENT AND CATERING TECHNOLOGY





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