



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.Bhuvaneswari 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



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



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

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