PERIYAR MANIAMMAI UNIVERSITY
(Under Section 3 of UGC Act, 1956)
Periyar Nagar, Vallam Thanjavur – 613 403

Agenda points for 84th Internal Quality Assurance Cell (IQAC) Meeting

Date: 24.09.2016   Time: 03.00 P.M.   Venue: Richard Dawkins Hall (T B – I)

Part - A

1. The institution has registered with MHRD, National Institution Ranking Framework (NIRF) for 2016-17. The departments of Architecture, Management Studies and University for overall raking have been registered. The data are to be uploaded onto NIRF website in the month of October 2016.

2. Academic audit was carried out with the external auditors from 8th August 2016 to 22nd August 2016 in the department of Arch, Aero, Biotech, Chemical, Civil, MCA, CSE, Commerce, EEE, ECE, Mech, MBA, MSc(S/W) and B.Sc.B.Ed. Please refer **Annexure - A** for the recommendation and findings given by the external Academic Auditors.

3. DNV-GL, our ISO 9001 certified agent, is planned to conduct one-day course on conversion of ISO 9001:2008 to ISO 9001:2015 version. The course will be organized for teaching staff from PMU and Periyar Centenary Polytechnic College on 8th Oct 2016.

4. Centre for University Industry Interaction has organised 38 placement exercises and 451 students have been placed.

5. Annual Quality Assurance Report (AQAR) for 2015-2016 has been prepared with the details given by the respective Deans, Directors, HoDs and Section Heads. The AQAR will be submitted through online to NAAC on 26th Sep 2016 and a copy will be displayed in our PMU website.

Part -B

NAAC Accreditation – Implementation of Suggestion and Recommendation given by the NAAC Peer Team after NAAC Cycle 2.

Presented by

1	Curricular Aspects	Criteria I - Dr. P.K. Srividhya, Dean i/c (Academic)
2	Teaching Learning and Evaluation	Criteria II -Dr. K. Lakshmi, Dean /SCSE
3	Research, Consultancy and Extension	Criteria III -Dr. T. Tamizharasan, Dean / Research
4	Infrastructure and Learning Resources	Criteria IV - Dr. P. Jayasudha, Dean i/c / SAP
5	Student Support and Progression	Criteria V – Ar. C.V. Subramanian, Director i/c/ CSAS
6	Governance, Leadership and Management	Criteria VI - Dr. S. Senthamilkumar, Professor /Civil
7	Innovation and Best Practices	Criteria VII - Dr. R. Jayanthi, Dean i/c /SET

Registrar

Academic Audit Summary Report 2016 - 2017

(External Academic Auditors Remarks)

Sl.No	Department	External Auditor	Recommendation	Findings
1.	Architecture	Dr.J.Jinu loushidha Kitchley Professor & Head Department of Architecture, Thiagarajar College of Engineering GST Road, Thiruparankundram, Madurai,	1. Graduate attributes for Architecture can be referred from RIBA 2. Prepare a single chart consisting of subjects covered in all semester. (Scheduling of Courses – Vertical and Horizontal linking of subjects in and over semesters) 3. Choice based credit system can be introduced to stream the subjects in line with the program specific outcome. Possibility of introducing for 2016 batch can be looked over. 4. Subjects can be named based on the content it deals with rather than common names such as Architectural graphics I, II etc., 5. NUMBER OF CREDITS FOR DESIGN, PRACTICAL TRAINING AND THESIS can be reduced. 6. Number of subjects per semester can be reduced to five or six from eight. 7. Electives may be increased and Grouping of subjects under different streams could help in reducing subjects in a semester	1. Procedure for PEO framing can be recorded 2. Process for framing curriculum could be more organized. 3. Documentation of slow learners and fast learner initiative and follow up needed. 4. Publications should be encouraged. 5. Participation in inter institute events should be encouraged.

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2.	Aerospace Engg	Mr. G. Rajkumar Assistant Professor Kumaraguru College of Technology Coimbatore - 641049	1. Segregate the theory and Laboratory in the syllabus. 2. To Improve/Increase technical publication and consultancy. 3. Course outcomes should be rounded to 6. 4. To improve stakeholders feedback. 5. To improve the course plan and its files. 6. To follow the guidelines given in NBA website before preparing SAR. 7. To replace existing out dated fire extinguisher. 8. Proper calibration and services to be maintained for lab equipments. 9. To mention the domain level in Question papers. 10. To display the Bloom's taxonomy, PEO'S and PO'S inside the department.	
3.	Biotech	Dr.P.Rajaguru Professor Anna University - BIT Campus, Tiruchirappalli - 620 024	1. The number of Course Outcome should be uniform in all subjects. 2. Course materials should be enclosed in all course file. 3. In Continuous Assessment paper, the mistakes could be highlighted by faculty with pen, so that the students would improve in next CA. 4. Assignment report submitted by students should have the assessment table on the first page. 5. Individual Subject incharge should have result analysis from CA1 till End, so that the faculty can give track the performance of individual student.	

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4.	Chemical	Dr.P.Sivashanmugam, Professor & Head, Department National Institute of Technology, Trichy.	❖ PEOs should be put up in class rooms and all labs ❖ If can be given when need arieres and may not be suitable in I & II semester	**Remarks:** Methodology is good, but proper care should be taken in producing evidence of records at the time of verification.
5.	Civil Engineering	Dr.K.Muthumani Professor of Formerly Chief Scientist VIT University Structural Engineering Research Center - CSIR Tharamani, Chennai	1. To evaluate the formative assessment tools notification can be given in the formative question paper as High order thinking (HOT), Medium order thinking (MOT) and Low order thinking (LOT). 2. Exposure on Industry attached experiments can be given to the students. 3. Encourage the students to participate in Engineering societal activities	

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6.	Mechanical Engineering	Dr.V.Anandakrishnan, Assistant Professor Production Engineering, National Institute of Technology, Tiruchirappalli – 620015	1. Minor modification of few words in the Department Mission, Vision and PO's are recommended, which may be useful in making the understanding clear and concise. 2. As of now initiatives related to industry interaction are relatively lower which needs more attention in higher semesters. 3. Although the students are provided with printed material carrying the information about OBE and it advantages, still there is lack of understating from the students side which may be rectified by educating them showing the examples from foreign universities (which may be attractive). 4. From a syllabus sample (Engineering Mechanics), it was observed that a review in the CO's may be useful as there are few things not covered in the CO's. 5. Industry participation in curriculum development should be given more emphasis to arrive at the essential requirements for effective learning. 6. The effort of developing software for calculating the percentage attainment of outcome is found to be an exceptional idea which warrants appreciation of higher order. Sure this will become a model for other educational institutions bounding for outcome based education. 7. The quality of question papers are found to be of appreciable quality when compared with other autonomous / deemed universities	

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7.	ECE	Dr.B.Manimegalai Professor Thiayagaraja College of Engineering, Madurai.	- Evaluation report of OBE pattern in 2016 after the revision of 2015 should be evaluated and approved in 2016. - Number of the CA test can be made 3 and made optional. - Course plan can contain its introduction and Objective - Course plan may be made brief in students copy. - Benchmarking of course PO's to be made with higher learning Institution. - Scrutinizing and standardizing the question paper is suggested . - In every question paper Remember and understand level should be made compulsory and apply level questions should be choice , tabulation on questions and mark distribution in different domain levels could be given in the front page. - OBE curriculum and process to recommended by external certified agencies and be monitored. - OBE document supplied to the students and faculty should be validated by the team of internal faculty members and external expert members. - Faculty who are guiding towards OBE implementation should be certified by the external agencies. - All departments and University vision and mission should address about employment of students. - Syllabus content should be reduced to increase the learning activity. - Students examination and evaluation can be done internally till the system gets used with OBE. - Notes of lesson for each hour should contain the details of learning activity. - PSO's of B.Tech ECE programmes should be attained only by core subjects not by elective subjects. - PSO's of M.Tech nanotechnology should be modified.	

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8.	EEE	Dr.R.Senthil Kumar Professor & Head, Department of Electrical and Electronics Engineering, Bannari Amman Institute of Technology (Autonomous), Sathyamangalam- 638 401, Erode (D.T).	1. The maximum CO's for a subject must be limited to three for evaluating its attainment. 2. The PEO's attainment may be calculated by employer's survey after graduation. 3. GA Vs PO's mapping is good. Diagonal elements have to be strongly related. 4. In most of the subjects, low level of cognitive domain alone is used in CO's such as Electrical Machines -I and Electrical Machines -II. Very few subjects such as Design of Electrical apparatus have high level CO's. 5. External question paper setting and evaluation has to be avoided since the CO's attainment cannot be evaluated correctly. 6. All the students feedback may be collected through online. 7. Course committee meetings have to be convened and minutes have to be recorded along with action plan including responsible person and duration for all common subjects such as Total Quality Management, Social Engineering etc. 8. Class committee meetings conducted must be restricted with only core subjects and lab facilities. 9. Project title has to be selected in accordance with Department PO's. 10. Department magazine have to be released every semester including technical and non-technical inputs from students (NBA Requirements). 11. Department Vision and Mission has to be placed in all classrooms and laboratories.	

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8.	**EEE**	Dr.R.Senthil Kumar Professor & Head, Department of Electrical and Electronics Engineering, Bannari Amman Institute of Technology (Autonomous), Sathyamangalam- 638 401, Erode (D.T).	12. CO's have to be taught to the student in every class for five minutes by each course teachers before each class. 13. Faculty interactions towards outside the campus, state, country are needed. (Expert Member, Journal Reviewer) 14. Indirect assessment of CO's has to be done by a questionnaire through Alumni feedbacks etc. 15. Exist survey (survey from our graduate after becoming an employer) have to be done after every semester to evaluate the PEO's. 16. The content of syllabus provided as open elective to other discipline students must be added as regular core elective to our department students. 17. Students must be given a choice to choose the staffs for core subjects. 18. Curriculum mapping has to draw for all subjects in eight semesters taking into account of prerequisite required.	
9.	CSE	Dr. B. Sathiyabhama Professor & Head, Department of CSE Sona College of Technology Salen – 636 005.	1. The Department Vision can be more specific stating "to reach international level on par with". 2. University Mission No 5 can be Universal to include the societal focus. 3. Department Mission 2 could include "higher studies". 4. Tutorial Worksheets can be incorporated in the course plan book. 5. Staff must participate in more number of FDP programmes. 6. Board of Studies must have subcommittees in specific domains. These subcommittees must have at least ten meetings to frame a syllabus. It may contain one alumni with Industrial experience to suggest new and future trends in the Industry.	

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9.	CSE	Dr. B. Sathiyabhama Professor & Head, Department of CSE Sona College of Technology Salen – 636 005.	7. Employment enhancebility course can be given in VII semester or VIII semester as a 1 credit course 8. The following points can be included in the Questionnaire collected as Feedback from alumni • Whether the job taken by the alumni is relevant to the course of study • Whether the learned subjects are useful and has helped in her/his career growth • Is her/his ability to design solutions for various problems improved • Based on the degree obtained what are various skills she/he has improved • Ethical practice • Value of education system followed in Project Implementation • Certificate courses any learned (Lifelong learning) after graduation • Details about current employment and job responsibilities 9. There can be Programme Assessment Committee for OBE to evaluate the correctness of system.	

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10.	BCA/ MCA	Dr.S.Parthasarathy Associate Professor & Head Thiagarajar College of Engineering Madurai – 625 015.	• Curriculum and syllabus of BCA and MCA degree duly approved by the BOS members was verified by the external auditor. • Evaluation report of OBE pattern was verified and approved. • Suggested that Alumni from IT Industry should be made as a one of the BOS member in the BOS meeting. • Also, he suggested that apart from Alumni, another industry member should be made as one of the BOS member in the BOS meeting. • He suggested introducing application oriented subjects such as Banking, Health care and Insurance for the students to be admitted from the next academic year. • He insisted that faculty as well as students shall register and do online courses offered by Coursera, NPTEL and EDX etc., • He also suggested introducing that 1 Credit Courses (to be offered only by IT industry professionals apart from internal dept. faculty coordinator) for the final year UG/PG students from the next academic year. • Suggested to have department technical news letter/magazine either monthly or one per semester. Faculty coordinator along with students' coordinators shall constitute the editorial board for this magazine. • ICT tools shall be for Teaching and Learning processes wherever applicable. • Course Plan shall contain an Introduction to the subject, objective and learning outcomes. • All the OBE documents should be approved by BOS members and Academic Council members (or) Dean (Academic) before these documents are distributed to the faculty and students. • Contents of Course Plan should be simple and short.	

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11.	M. Sc S/W	Dr S.Nickolas Associate Professor, Department of Computer Applications NIT, Trichy	1. Association activates (SEA) count need to be increased. 2. Student News letter can be published Quarterly. 3. Analysis of slow learners and remedial need to be done. 4. One industrial interaction per month required. 5. Students may be encouraged to register for online courses like NPTEL, Courera. 6. Summative / Formative Question papers may have more problems solving question instead of descriptive questions	
12.	MBA	Dr.David Amirtharajan		1. There is no evidence of consultation with stake holder for farming of PEOs 2. There is no evidence on published PEOs, are disseminated to all stake holders, 3. There is no the procedure available for framing of PEOs
13.	B.Sc.B.Ed	Dr. E. Ramganesh Professor and Head Department. of Educational Technology Bharathidasan University Tiruchirappalli-620 023 Tamil Nadu	1. A structure Mechanism needed in getting feedback to frame the curriculum and syllabus. 2. Curriculum should catering the needs diverted students 3. Develop scientific mechanism to identity the slow learners 4. Encourage the students to learn the courses in MOOC platform 5. Employers (School HMs) to be included in BOS members.	

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14.	Commerce	Dr. F. R. Alexander Pravin Durai Dean, School of Management Studies St.Joseph's College(Autonomous) Tiiruchirappalli	At the outset, I express my gratitude for appointing me the Academic auditor of the Department of Commerce of Periyar Maniammai University. As part of the auditing process, all records had been scrutinized and interactive sessions were held with the staff and students separately. The observations of the auditor at the end of the process are as follows: 1. The department has been keeping all the records in a systematic manner with up to date details. 2. The has been a good sync among the PEOs, POs and COs and the verification of the notes of lesson of the staff testified their actual implementation 3. The faculties of the commerce department seem to have a good grip on the subject and teaching methods and techniques. However, they appear to be lacking in research skills and activities which is obviously an essential component of a university department. They ought to give utmost importance for research activities least they would become a mere teaching department. This aspect does not augur well for the future of the department 4. The staff-student relationship is perfectly cordial according to the students. In the opinion of the students, the teachers are prepared to walk the extra mile to clarify their doubts inside as well as outside the class rooms 5. A few students regretted that the department is not taking enough care to enhance the communicative skills of the students particularly those of the Tamil medium students. A student even mentioned that he had to take the help of the private institute to learn spoken English. Given the good communication skills of the commerce staff, it should be possible for them to have special classes or bridge course for students in need. Students have apprehensions about the teaching style of the staff handling Maths and statistics. This needs to be looked into immediately. 6. STAFF SHORTAGE APPEARS TO HAMBER THE EFFICIACY OF TEACHING OF THE STAFF OF THIS DEPARTMENT. Even the students felt that the same teacher engaged them for several subjects which was actually taxing and listless 7. It is necessary for the department to have more collaboration with the local industries and entrepreneurs to strengthen the placement and internship of the students.	