

## INTERNAL QUALITY ASSURANCE CELL

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**PERIYAR  
MANIAMMAI**  
INSTITUTE OF SCIENCE & TECHNOLOGY  
(Deemed to be University)  
Established Under Sec. 3 of UGC Act, 1956 • NAAC Accredited  
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### MINUTES OF 90<sup>th</sup> INTERNAL QUALITY ASSURANCE CELL MEETING HELD ON 27-07-2018

The minutes of 90<sup>th</sup> meeting of Internal Quality Assurance Cell held on 27.07.2018 from 11.00 A.M., at the Russell Hall of PMIST, Vallam, Thanjavur, is as follows:

**The following Internal Quality Assurance Cell Members were present:**

1.	Dr. S. Velusami	Vice Chancellor	Chairperson
2.	Dr. S.A. Dhanaraj	Registrar	Member
3.	Mr. V. Anburaj	Representative of BoM	Member
4.	Dr. S. Devadoss	Professor / Management Studies	Member
5.	Dr. P.K. Srividhya	Dean /Academic	Member
6.	Dr. S. Kumaran	Dean / Research (i/c)	Member
7.	Dr. K. Lakshmi	Dean /FCSE	Member
8.	Dr. R. Jayanthi	Dean /FET	Member
9.	Dr.A.George	Dean /FHSM	Member
10.	Dr. S. Senthamilkumar	Professor /Civil	Member
11.	Dr. C.V. Subramanian	Dir/ CSAS (i/c)	Member
12.	Er. S. Sampath Director,M/S Velmurugan Industries, Sengipatti, Thanjavur	Industry Representative	Member
13.	Er. N.T. Balasundaram Honorary Secretary / IE(I), Local Chapter, Thanjavur	Local Society Rep.	Member
14.	Mr.P.Vishnu Rathan, CEO /myhospitalsindia.com 19, A.S.M.Colony, Thanjavur.	Parent Rep.	Member
15.	Dr. KVR Rajandran ,	MR/UQMS & Coordinator / UQRM	Member
16.	Dr. T.P. Mani	Coordinator / Data Management System/ IQAC	Special Invitee
17.	Dr. P. Jayasudha	Dean /FAP	Coordinator / IQAC

**Members abstained with prior intimation:**

1.	Mr. T.Arumugam Senior Manager-HR /Kone Elevators-Chennai	Employer Rep.	Member
2.	Mr. B.Saravanaprasad Associate Vice President-Talent Acquisition, Quadrant 4(IT Based)-Chennai	Employer Rep.	Member
3.	Mr. T. Apollo Senior Architect Intel Corporation Software, Bengaluru.	Alumni Rep.	Member
4.	Mr. A.Senthil Vel, IFAD NGO-Co-Ordinator- Mayiladudurai	Parent Rep.	Member

The meeting started with a welcome note by the Coordinator of IQAC. The coordinator, on behalf of the IQAC, conveyed the greetings and extended a warm welcome to the new Vice Chancellor Dr. S. Velusami.

Dr. S. Velusami, the incoming Vice Chancellor acknowledged the greetings and extended his thanks to the Management for having given the opportunity to serve the institution as Vice Chancellor. He assured of his services to the fullest possible extent with the cooperation of all the teaching and non teaching members of the institution to fulfill the expectation of the Management.

**PART – A GENERAL**

**Item 90.1: To confirm the minutes of the 89<sup>th</sup> meeting of the IQAC held on 29.06.2018**

The minutes of the 89<sup>th</sup> meeting of the IQAC was circulated to all the members through mail and confirmed since there was no remark / correction received.

**Item 90.2: Action Taken Report (ATR) on decisions of the previous meeting**

S. No	Item	Action Taken
1.	Analysis and findings of the internal academic audit to be presented.	The analysis Report was presented. The members have suggested to compare it with the external audit report to identify the grey areas.
2.	Online feed back forms to be simplified.	It was informed to all the members that the simplification of online feedback forms is in progress and will be finalized and uploaded soon in the continuo software after approval.

**Part -B: REVIEW OF PROGRESS OF ACTIVITIES – NAAC CRITERION WISE**

**Item 90.3: Criterion I – Curricular Aspects**

- Dean Academic Dr. P.K. Srividhya informed that the curriculum and syllabus were revised for all the programmes offered by the institute based on AICTE and UGC guidelines.

It was suggested to include the Audit Courses for PG Programmes and Value Added Courses for UG Programmes, within the allowable 20% flexibility in the curriculum design.

- To answer to the question raised by one of the members, Dean Academic has informed that consideration of attendance for undertaking online courses, in calculating overall attendance is already in practice, as an assurance of Academic Flexibility.
- Further, it was highlighted that the students and parents of I year were explained in detail about the OBE System, Academic Flexibility and Academic Enrichment activities, during the inauguration of I year programmes. The same are explained again during the induction programmes also.

**Item 90.4: Criteria – II - Teaching Learning and Evaluation**

- Comparative Analysis on the pass percentage of 2016-17 and 2017-18 results, was presented by Dr. K. Lakshmi, Dean/ SCSE.
- The comparatively less pass percentage of PG courses was deliberated. The convener clarified that the student strength in PG courses is less which has a major impact on the pass percentage.

**Item 90.5: Criteria – III - Research, Consultancy and Extension**

- Dr. S. Kumaran, Dean / Research informed the members that the Google scholar *h-index* of the Institution has increased by 1. It was discussed on the ways and means of increasing the *h-index*. Dean Research highlighted that self citation and cross indexing can be done. So it was decided to create awareness among the faculty members of PMIST regarding this, by the Dean Research office through meetings with the research scholars and faculty members continuously.

**Item 90.6: Criteria – IV - Infrastructure and Learning Resources**

- Dr. Senthamilkumar presented a detailed and consolidated expenditure of individual departments in the last quarter, on the facilities provided. The chairperson has suggested to include the income and expenditure details of Hostels also, from the next meeting onwards.

**Item 90.7: Criterion – V - Student Support and Progression**

- Dr. CV. Subramanian has presented the consolidated report of Staff Development Programmes organized during the last quarter and their outcomes. He also mentioned that the non-teaching staff members have requested for a Staff Development Programme on communication skills also.
- It was also suggested by the members to prepare a report for the placement programmes organized by CUII. The report should include the number of participants, outcome of the programmes and the follow up activities of CUII to enhance the facilities that are needed for the interested students.
- Er. Sampath, the Industry representative, pointed out that the curriculum for project management has to be revisited and revised to increase the job opportunities for the right candidates. Dean Academic replied that courses on Optimization of Resources and Material Management are already in the syllabus. This could be integrated into the Project Management subjects.
- He further added that a package of theory and practical classes can be offered to students of final years, during off hours. He, on behalf of Velmurugan Industries, has also proposed to offer a pilot project for any one batch, with certification.
- Mr. Anburaj, Representative of BoM, emphasized that the relationship between students & staff and among staff of all cadres are to be strengthened in all possible ways to reduce/avoid issues related to counseling. He has also suggested to include the details about the Grievances received by the cell, from the next meeting onwards.

**Item 90.8: Criterion – VI -Governance, Leadership and Management**

- Dr. A. George, Dean/ FHSM has presented the details related to AICTE Review Committee visit to PMIST and its approval for all the programmes offered, as per the decisions of the 29<sup>th</sup> meeting of Academic Council and the 49<sup>th</sup> meeting of Board of Management.,

- He also emphasized on the outcomes achieved from the Faculty Development Programmes. He submitted the data on recruitment of new faculties and resignation tendered by a few faculties and staff.

**Item 90.9: Criterion – VII - Innovation and Best Practices**

- Dr. R. Jayanthi, Dean/ FET has presented the consolidated activities of the EMS including Water Testing and Solid Waste Management. She also presented the proposed budget for Environmental Management System to conduct Energy Audit in PMIST by trained faculty members of the institution.

Honble Vice Chancellor pointed out that the budget quoted for conducting Energy audit within PMIST is justifiable only if consultancy service is extended for other institutions and organizations also. So as of now, he suggested that the proposed budget for energy audit may be deferred.

- It was suggested that the real requirements should be assessed and presented in the next IQAC meeting.

**PART - C**

**Item 90.10: Periyar Technology Business Incubator**

Prof. Dr. S. Devadoss, CEO, Periyar TBI has presented a detailed report of the activities of Periyar TBI during the last quarter and highlighted a few of the following:

- Uploaded PTBI activities for National Science and Technology Entrepreneurship Development Board (NSTEDB) Technology Business Incubator Award.
- Scigen Research & Innovation (Animal Cell Culture Laboratory) Lab was opened.
- Periyar TBI registered for Pradhan Mantri Kaushal Vikas Yojana (PMKVY) Training Partner.
- Discussed with the Managing Director of Ceeyes Metal and Board of Director of Periyar TBI, Mr. A.S. Ananthkrishnan.
- Discussed with all Deans regarding the implementation of EIC and NITI Ayog at Periyar TBI.

**Item 90.11: Other points:**

- Er. Sampath informed that the Training Centre of Velmurugan Industries in Trichy serves the rural youth with four months intensive training on Industrial Welding & Industrial Fitting. They will also be provided with employment after successful completion of the training. Needy people can be identified through Periyar PURA from the adopted villages for availing the opportunity.

All the members have appreciated the offer of the services of Velmurugan Industries for the unemployed rural mass. It was also suggested that Director / Periyar Pura could associate with Velmurugan Industries for the above said proposal.

The date of next IQAC meeting (for the quarter of July to September 2018) is tentatively scheduled on 19.10.2018.

**Dr. P. Jayasudha**  
Coordinator / IQAC

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**To:**  
Members of IQAC  
All the Deans, Directors, MR/UQMS, Co-ordinator / IQAC  
Heads of Department & Section Heads

**Copy to:**  
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