ACADEMIC YEAR 2018 - 19

Feedback from Employers: Analysis Report

Date: 22.07.19

A. Employers are members of Board of Studies (BOS) of Departments / Schools / School Level Advisory Committee (SLAC) / Planning & Monitoring Board . Their views on the following parameters are considered for further recommendation in the appropriate forum.

- ❖ Changes / Modification in Curriculum and Syllabus
- ❖ Introduction of new courses
- ❖ Inclusion of cutting edge technology courses
- ❖ Employability related courses
- ❖ Value added courses
- ❖ Starting of new programmes to cater the needs of an Industry & society etc.

Note: **a**. **Minutes of the Ninth meeting of Board of Studies of Department of Automobile Engg. which was held on 09.01.2019 and Minutes of 11th meeting of Board of Studies of EEE Department which was held on 03.01.2019 are attached as sample evidences for participation of employers in the curriculum & syllabus revision (Annexure I).**
b. Minutes of Planning and Monitoring Board meeting which was held on 02.02.2019 (Annexure II).

Meeting of BOS / SLAC of various departments in two phases (I phase : December 2018 – January 2019 & II Phase : June-July 2019); and meeting of Planning & Monitoring Board (PMB) on 02.02.2019 with employer participation was conducted in the academic year 2018-19.

The following are the suggestion / modification suggested by employers which are considered for action taken and got approved in the subsequent Academic Council Meetings:

- ❖ Starting new programmes based on market demand from the academic year 2019-20.
- ❖ Offering skill based value added courses in open source software & in emerging areas.
- ❖ Revision of curriculum & syllabi as per industry trend at regular intervals
- ❖ Offering specialization oriented elective courses

Dean, Academic Affairs

B.S. Abdur Rahman

Crescent
Institute of Science & Technology
Deemed to be University u/s 3 of the UGC Act, 1956
GST Road, Vandalur, Chennai 600 048

School of Mechanical Sciences

Department of Automobile Engineering

The **Ninth meeting** of the Board of Studies for the Department of Automobile Engineering was held on 09.01.2019 at 3.00 PM in Automobile Department. The following members were present:

1.	Dr. Ashoke Ghosh, Professor & Head / Automobile	- Chairman
2.	Dr. M. Subramanian, Professor / Automobile	- Member
3.	Dr. G. Devaradjane, Professor / Automobile Engg., MIT, Anna University	- Member
4.	Mr. K. Sethubaskaran, General Manager (Engines Division), Ford India Pvt. Ltd	- Member
5.	Dr. S. Rasool Mohideen, Dean School of Mechanical Sciences	- Member
6.	Dr. S. Prince Arockia Doss, Professor / Mechanical	- Member
7.	Dr. P. D. Jeyakumar, Associate Professor / Mechanical	- Member
8.	Mr. V. Deepan, Assistant Professor / Automobile	- Member
9.	Mr. C. K. Arvinda Pandian, Assistant Professor / Automobile	- Member
10.	Mr. N. Rajmohan , Assistant Professor / Automobile	- Member

Invited members

11. Dr. A. S. Selvakumar, Professor / Automobile
12. Dr. T R. Tamilarasan , Associate Professor / Automobile
13. Mr. C. Dineshkumar, Assistant Professor / Automobile
14. Mr. Manujoseph, Assistant Professor / Automobile
15. Mr. N. Kamesh, Assistant Professor / Automobile
16. Mr. S.M. Sheik Mujahith Ahamed, Assistant Professor / Automobile

The meeting started with a welcome address by the chairman. The chairman presented a brief report of major happenings in the department after the 8th BOS meeting. Then the various agenda items were taken up for discussion.

1. To review the Curriculum & Syllabus of B.Tech Automobile Engineering (2017 Regulation).

- The Board of studies members noted that the Department of Automobile Engineering is currently undertaking a revision of the curriculum and syllabi based on the outcome to match with common courses of the institution.

Accordingly, the chairman presented the following changes and the members approved the revision of syllabus

S. No	SEM	Course code	Course Name	Remarks
1	IV	AUC2217	Automotive Electrical and Electronics	Experiments revised completely
2	III	AUC2103	Basic Manufacturing Process	Lab experiments revised and outcomes updated
3	IV	AUC2215	Production Process of Automotive Components	Objectives and outcomes revised
4	IV	AUC2212	Mechanics of Machinery	Objectives and outcomes revised

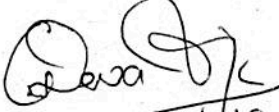2. To discuss on model curriculum given by AICTE for implementation

- The Chairperson presented the AICTE Mechanical model curriculum to the Board for comparison with the current curriculum (2017 Regulation).
- Committee members reviewed and suggested the following points regarding the implementation of AICTE model curriculum:
    - The total number of credits can be reduced by reducing the particular course credits if necessary without compromising the content of the course.
    - By reducing the number of courses in Humanities domain - current curriculum (2017 Regulation)
    - Courses like Thermodynamics, Fluid mechanics and Solid mechanics can be moved from Professional Core to Engineering Sciences.
    - Some professional core courses can be offered as elective courses in order to comply with the AICTE model curriculum.
    - Members finalized that there is no need to reduce the total number of credits (current curriculum – 175 credits), since AICTE proposed the total number of credits is 160 as minimum requirement.
    - Other credit distribution under the various categories of the program should be considered and modified accordingly.

3. Any Other Matter

- Members suggested that, topics like future technologies, Autonomous vehicles, Intelligent vehicles, Industry 4.0, Python programming may be included in the curriculum and it will be more extensively discussed in the next BOS meeting.
- Chairman discussed with members about conducting Value Added Programs with industry and academic experts.

Chairman concluded the meeting by thanking all the Board members and invited members.

The suggestions are incorporated and the Board members recommended for implementation of the same for the necessary approval by the Academic Council of the Institution. The revised curriculum and syllabi will be effective from the academic year 2018-19 onwards. Finally the chairman thanked all the members.

Sd/-

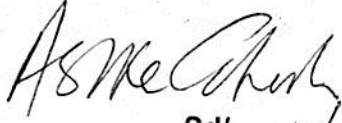**External Member**

(Dr. G. Devaradjane)

Sd/-

External Member

(Mr. Sethubaskaran)

Sd/-

Chairman

BOS (Automobile Engg)
Head Of The Department
Department of Automobile Engineering
B.S. Abdur Rahman
Crescent
Institute of Science & Technology
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B.S. Abdur Rahman

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DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

Date: 07.01.2019

Sub: Department of EEE - Minutes of the Eleventh Meeting of the   Board of Studies – held on 03.01.2019 – Reg.,

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The Eleventh meeting of the Board of Studies of the department of EEE was held on 03.01.2019 at 11.00 AM at the EEE department Seminar Hall.

The following members were present:

01.	Dr. V. Jagadeesh Kumar Professor & Dean (Academics) Department of Electrical and Electronics Engineering IIT Madras, Chennai	External Expert Committee Member
02.	Mr. K.R.Anand Kumaran Nair Executive Director (Retd.) LUCAS TVSChennai	External Expert Committee Member
03.	Mr.M.Balasubramaniam Engineering Manager Power transmission and Distribution (International Division)Larsen & Toubro Ltd, Chennai	External Expert Committee Member
04.	Dr. S. Kaja Mohideen Dean (School of Electrical and Communication sciences) B.S. Abdur Rahman Crescent Institute of Science and Technology Chennai	Dean School of Electrical and Electronics Engineering
05.	Dr.R.Rajaprabu, Director(ARIA) & Senior Prof. / EEE	Member
06.	Dr. R. Jayashree Professor / EEE	Member

07.	Mrs. Belwin J. Brearley AP(SG)/EEE	Member
08.	Mrs.S.Jennathu Beevi AP(SG) / EEE	Member
09.	Mr.M.Ramkumar, AP/EE	Member
10.	Mrs.K.Sarmila Har Beagum,AP/EEE	Member
11.	Mr.S.Suresh, AP/EEE	Member
12.	Mrs.V.Bharanigha, AP/EEE	Member
13.	Mr.C.Athbel Joe, AP/EEE	Member
14.	Dr.Y.Mohamed Shuaib HOD / EEE	Chairman

The Agenda for the meeting was as follows:

11.1   Approval of Syllabus – III and IV Semester Core courses of Part Time B.Tech.   (EEE)

11.2   Approval for credit transfer of NPTEL courses

   a. Introduction to Internet of Things

   b. Power System Dynamics, Control and Monitoring

   c. Operations and Supply Chain Management

11.3   Approval for value added courses

   11.3.1 School level value added courses to be offered by Prag Robotics

   a. Programming & Commissioning of Industrial Robotics

   b. Artificial Intelligence with Machine Learning

   11.3.2 Department level value added courses

   a. Transmission and Distribution Design (to be offered by Kestrel Engineering Services for 3rd and final year EEE students)

   b. Reasoning and quantitative Aptitude (to be offered by the department faculty members for 2nd semester EEE students)

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11.4	A second detailed discussion on the revision of B.Tech (EEE) curriculum as per AICTE model curriculum.
11.5	Approval of changes in a few course names
11.6	Approval of syllabus of the course Electric Vehicle Technology
11.7	Approval of changing the theory course EECX23 , Software for Circuit Simulation to a lab integrated with theory course.

ITEM NO. 11.1

Approval of Syllabus – III and IV Semester Core courses of Part Time B.Tech. (EEE)

The Department of Electrical and Electronics Engineering is offering 7 semester Part Time B.Tech(EEE) programme for the employees of M/S. Apollo Tyres and Mando Automotives India Pvt. Ltd. The curriculum for the same was revised and got approved in the previous Board of Studies along with the syllabus of I and II semesters. Now, the syllabus of III and IV semester for the programme is to be revised and hence if forms the agenda item for the present meeting of Board of Studies. Of the 44 total no. of courses, 13 nos. of courses are revised in the current meeting of Board of Studies .

"Resolved that the syllabus of semesters 3 and 4 of Part time B.Tech EEE be approved with the following corrections & recommended to Academic Council, BSACIST for further action."

1.The course PTEEC1212 Electrical Machines I can be renamed as DC Machines and drives and also can be revised with dc drives included in the syllabus.

2. The course PTEEC2101 Electrical Machines II can be revised with ac drives included in the syllabus. The course can be renamed as AC machines and drives.

3. The reference book Openshaw Taylor.E, "Utilization of Electrical Energy in SI Units", Orient Longman Pvt. Ltd, 2003 may be listed first in the reference section of the course PTEEC2103 Generation, Utilization and Conservation Generation, Utilization and Conservation.

4. For the course PTCHB2181 Environmental Science and Engineering , the syllabus content is too heavy and it can be revised to reduce the content and it can have 2 credits instead of 3 credits.

5. In the course PTEEC2105 Digital and Integrated Circuits laboratory, 5th and 6th experiments should be interchanged.

6. In the course PTEEC2102, Linear Integrated Circuits, it was suggested to include digital circuits simulation software like VHDL. The course can have topics like implementation of combinational circuits using Verilog.

7.The course content of PTSSC2281 Law for Engineers is heavy and it can be reduced. It can also be converted as a 2 credit course. Also, the topics on patents, patent searching may be included in the course since it is important for Engineers. More emphasis may be given on IPR.

8. In the course PTEEC2203, Measurements and Instrumentation the need of biomedical instruments was raised. The Modules V and VI may be revised to suit the needs of the Apollo students.

9. It was suggested to introduce a 2 credit course on SCADA.

ITEM NO. 11.2

Approval for credit transfer of NPTEL courses

>   **a. Introduction to Internet of Things**
>
>   **b. Power System Dynamics, Control and Monitoring**
>
>   **c. Operations and Supply Chain Management**

The Institute encourages the students to take MOOC courses and transfer the credits. In line with this, two of the current final year students have successfully completed the MOOC Course "Introduction to Internet of Things" in the odd semester of academic year 2018-19, through NPTEL-SWAYAM.A department level committee was formed to assess the course equivalence, the number of credits to be awarded to the course and the grades to be awarded to the students. The recommendations of the committee have been approved by the Dean (AA). The syllabus of the course as published by NPTEL is submitted for approval of course equivalence by the Board of Studies. Another student has requested permission to do the 8th semester general elective and professional elective courses through NPTEL. The courses chosen by the student are 'Power System Dynamics, Control and Monitoring' as professional elective and 'Operations and Supply Chain Management' as general elective. The request has been recommended by the

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Department Committee and approved by the Dean (AA). The syllabus of these courses may please be approved by the Board of Studies.

"Resolved that the credit transfer can be done for the NPTEL courses and it was suggested to keep all the NPTEL courses in one meeting of Board of Studies and get it approved."

ITEM NO. 11.3

11.3   Approval for value added courses

11.3.1 School level value added courses to be offered by Prag Robotics

a. Programming & Commissioning of Industrial Robotics

b. Artificial Intelligence with Machine Learning

11.3.2 Department level value added courses

a. Transmission and Distribution Design (to be offered by Kestrel Engineering Services for 3rd and final year B.Tech EEE students)

b. Reasoning and quantitative Aptitude (to be offered by the department faculty members for 2nd semester B.Tech EEE students)

"Resolved that the courses can be offered with the following suggestions incorporated."

It was suggested to avoid too many topics with less content. Instead, the members advised to revise the content to have few topics to enable the students to achieve deep understanding of the topics.

ITEM NO. 11.4

A second detailed discussion on the revision of B.Tech.(EEE) curriculum as per AICTE model curriculum.

It is decided to compare the AICTE model curriculum with the B.Tech EEE existing curriculum. The aim is to assess how far the existing curriculum complies with the AICTE

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curriculum. Hence a sample curriculum was prepared based on the AICTE guidelines and the same is submitted for review of Board of Studies.

"Resolved that the curriculum may be followed & recommended to Academic Council, BSACIST for further action."

The BoS members felt that the curriculum and syllabus of B.Tech EEE complies with AICTE curriculum. Further the members stated that AICTE model curriculum is a guideline . As a deemed to be University, we can have our own framework to preserve the uniqueness and to match the expectation of the current industry trend.

ITEM NO. 11.5

Approval of changes in a few course names.

Course codes of a few courses have been changed in order to have uniformity among the departments offering the courses. Also, Course names of a few courses have been slightly modified based on the suggestions received from the faculties without changing the course content. These changes are submitted for approval by the BoS members.

Table 1 Change in course codes and course names - Professional Electives offered by EEE department

S.No	Course Code & Course Name (Old)	Course Code & Course Name(New)
1	EECX13 Electric Vehicles	EECX13 Electric Vehicle Technology
2	EECX10 Restructured power systems	EECX10 Restructured power system
3	EECX07 Flexible AC Transmission Systems	EECX07 Flexible AC Transmission System
4	EECX33 IoT for Electrical Engineers	EECX30 IoT for Electrical Engineers
5	EECX44 High Voltage Testing Techniques	EECX42 High Voltage Testing Techniques
6	EECX45 Pulsed Electric Field and Food Preservation	EECX43 Pulsed Electric Field and Food Preservation

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Table 2 Change in course codes - Professional Electives offered by IT department

Sl. No.	Course Group	Course Code (Old)	Course Code (New)	Course Title	L	T	P	C
1.	PE	ITCX82	ITCX001	Computer Networks	3	0	0	3
2.	PE	ITCX84	ITCX002	Computer Hardware and Interfacing	3	0	0	3
3.	PE	ITCX86	ITCX003	Operating Systems	3	0	0	3
4.	PE	ITCX81	ITCX004	Database Management Systems	3	0	0	3
5.	PE	ITCX88	ITCX005	Python Programming	2	0	2	3
6.	PE	ITCX83	ITCX006	Java Programming	2	0	2	3
7.	PE	ITCX87	ITCX007	Internet of Things	3	0	0	3
8.	PE	ITCX85	ITCX008	Cloud Computing	3	0	0	3

"Resolved that the changes in course names be approved & recommended to Academic Council, BSACIST for further action."

ITEM NO. 11.6

Approval of syllabus of the course EECX13 , Electric Vehicle Technology

The course EEBX25, Electric Vehicles , under the regulations 2013 , is a generalised one. Hence the course teacher felt that two modules of the course related to design of hybrid electric drive train can be added without any deletion in the present content.

"Resolved that the changes in the syllabus be approved & recommended to Academic Council, BSACIST for further action."

It was suggested to include recent reference books in the reference section for the course EECX13, Electric Vehicle Technology. It was also suggested to shift the topics relevant to vehicle dynamics to either Module1 or Module 2 instead of teaching it in Module 5, since it must be taught in the beginning.

ITEM NO. 11.7

Approval of changing the theory course EECX23 , Software for Circuit Simulation to a lab integrated with theory course.

The course EECX23 , Software for Circuit Simulation is a course which needs practical hours after studying theory concepts. Therefore it is decided to change the lecture hours from 3 to 2 and to have one practical session in a week. Hence it is submitted fin the Board of Studies for approval.

The course EECX23 , Software for Circuit Simulation will have 2 hours of theory and one hour of practical in a week. The credit for the course is three which remain unchanged.

"Resolved that the changes in the course EECX23 , Software for Circuit Simulation as lab integrated with theory be approved & recommended to Academic Council, BSACIST for further action."

The Chairman, Board of studies concluded the meeting by thanking all the members for their presence and offering valuable suggestions.
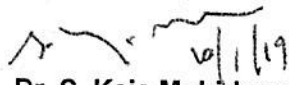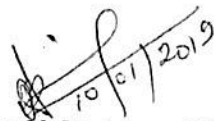
10/01/2019

CHAIRMAN

BOARD OF STUDIES

DEPARTMENT OF EEE

SIGNATURE OF THE MEMBERS

Dr. V. Jagadeesh Kumar
Expert Member

Mr. K. R. Anadakumaran Nair
Expert Member

Mr. M. Balasurmaniam
Expert member
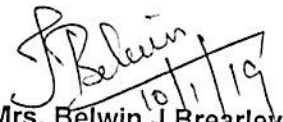
Dr. S. Kaja Mohideen
Dean (SECS)

Dr. Y. Mohamed Shuaib
Chairman BoS ,EEE

Dr. R.Raja Prabu
Prof. / EEE
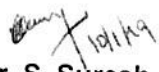
Dr. R. Jayashree
Prof./EEE

Mrs. S. Jennathu Beevi
(Internal member)

Mrs. Belwin J Brearley
(Internal member)

Mr. M. Ramkumar
(Internal member)

Mrs. K. Sarmila Har Beagam
(Internal member)

Mr. S. Suresh
(Internal member)

Mrs. Bharanigha
(Internal member)

Mr. C. Athbel Joe
(Internal member)

MINUTES OF THE PLANNING AND MONITORING BOARD MEETING

20 February 2019

The meeting of the Planning and Monitoring Board was held on 02.02.2019 at 11:00 a.m. at Seminar Hall – III, Convention Centre.

Agenda of the meeting:

1. **To consider and approve the minutes of previous Planning and Monitoring Board meeting and action taken report of the same.**
2. **To consider and approve the starting of New Programmes in the academic year 2019-20.**
3. **To consider and approve the "Crescent Quality Mandate – 2018".**
4. **To consider and record the progress made by the institution in the key performance indicators in the calendar year 2018.**
5. **To consider and record the infrastructure facilities created / maintenance work carried out during July – Dec. 2018.**
6. **To consider and approve the focused skill based courses proposed in the even semester 2018-19.**
7. **To consider and approve the implementation of LMS – uLetkz, creation of Crescent Centre for Teaching and Learning and Crescent Centre for Leadership.**
8. **To consider and record the progress made in the automation of academic and administrative activities through TCSion.**
9. **To consider and record the progress towards Entrepreneurship activities.**
10. **To suggest strategies for admission in the academic year 2019-20.**
11. **Any other item**

The following members were present:

S.No.	Name	Designation
1.	Prof. Sahol Hamid Bin Abu Bakar	Vice Chancellor
2.	Dr. A. Azad	Registrar
3.	Dr. M.S. Haji Sheik Mohammed	Dean (Academic Affairs)
4.	Dr. I. Raja Mohamed	Dean (Academic Research)
5.	Dr. S. Kaja Mohideen	Dean (School of Electrical & Communication Sciences)
6.	Dr. Syed Mohamed Abdul Majeed	Director (Admissions)
7.	Dr. R. Raja Prabhu	Director (Accreditation & Ranking)
8.	Dr. Latha Tamilselvan	Professor, Department of Information Technology

S.No.	Name	Designation
9.	Mr. V.N.A.Jalal	Senior General Manager
10.	Prof. K. Ashok Vardhan Shetty	Former Vice Chancellor, Indian Maritime University, Chennai
11.	Mr. Mohamed Kasim Khan	Project Manager, NMEICT, IIT Bombay, Mumbai.
Special Invitees		
12.	Dr. Nikhat M Hamza	Director, HR / FT &D
13.	Dr. N. Raja Hussain	Deputy Registrar (Administration)
14.	Dr. P. Sheik Abdul Khader	Director (Data Centre)

Note: Dr. Santhosh Satya, Professor, IIT Delhi (UGC nominee) and Dr. V. Jagadeesh Kumar, Professor, IIT Madras (Expert Member) could not attend the Planning and Monitoring Board (PMB) meeting due to official reasons.

The meeting was chaired by the Vice Chancellor. He welcomed the gathering and introduced the external expert members of the Planning and Monitoring Board. The Registrar presented the overview of the agenda of the meeting. Dean AA facilitated the deliberation by providing details of each agenda item. The salient deliberations and resolutions are as follows:

1. **To consider and approve the minutes of the previous planning and Monitoring Board Meeting and action taken report of the same.**

   Note on Agenda:

   The Board shall consider and approve the minutes of the previous meeting held on 19th August 2018 and action taken report of the same.

   Discussion:

   - Registrar presented the Action Taken report of the previous meeting.
   - Prof. Ashok Vardhan Shetty appreciated the initiatives taken by the Institution to strengthen the alumni connect. He suggested to offer Certificate course on "Drone Technology" and recommended MBA & B.Com students to undergo certified courses offered by NSE Stock Exchange.
   - Mr. Kasim Khan emphasized that Hindustan Aeronautical Limited (HAL), Bangalore in association with CSIR has taken initiatives to construct two seater Aircraft for commercial use. The Institute can buy an aircraft after getting proper approval from CSIR for educational purpose.
   - Mr. Kasim Khan also informed that Bombay Stock Exchange provides opportunities for B.Com Students to take up internship during their II and III year of study. He also suggested that courses on programming and GST related

software's to be introduced in the curriculum of B.Com programmes to increase the employability of the students in the current market scenario.

Resolution:

The PMB confirmed the minutes of the previous PMB meeting and also approved the action taken plan.

2. **To consider and approve starting of new programmes in the academic year 2019-2020.**

Note on Agenda:

As a part of diversification and to cater the needs of the society, industry and market trends, it is proposed to start the following programmes from the academic year 2019-20.

UG Programmes

- BA LLB (Hons)
- BCA (Multimedia and Web Application Development)
- B.Com. (Hons)
- BBA (General)
- BBA (Entrepreneurship & Family Business)
- B.A. English (Hons)

PG Programme

- M.Tech. Avionics

PG Diploma Programme

- PGDM (2 years)

Discussion:

- The Registrar informed that the B.A. English (Hons) will be designed in par with B.A. programmes offered in Cambridge / Harvard University, U.K. He also emphasized to include more elective courses in the BCA (Multimedia and Web Application Development) programme.

- Mr. Kasim Khan suggested that buying much proprietary software for institution is not warranted. Instead quality software which are available in open source such as SCI LAB, LIBRE OFFICE , LINUX UBUNTU, PYTHON, LATEX, Q CAD, BLENDER, INKSCAPE etc. developed by IIT Bombay (Spoken Tutorial) can be explored for wide spread usage in the institution. He also emphasized on the usage of quality open source software for curriculum requirements.

- Dr. K. Ashok Vardhan Shetty suggested that the entire programme should have courses on computer skills. He also emphasised on usage of quality open source software for meeting curriculum requirements.
- Dr. K. Ashok Vardhan Shetty suggested that BBA LLB students should be exposed to WATSON software.
- Mr. Kasim Khan suggested to offer PGDM programme on par with IIM programmes.
- Mr. Kasim Khan also suggested to rename the Data Centre as "Computer Centre". Since this is the terminology commonly used in IIT's and eminent academic Institutions.

Resolution:

PMB approved the starting of above eight programs from the academic year 2019-20.

3. **To consider and approve the "Crescent Quality Mandate – 2018".**

Note on Agenda:

Adhering to the direction of UGC and its approved objectives for improving quality education in Higher Education Institution, the Institution has framed the following objectives as "Crescent Quality Mandate – 2018" to achieve the same by 2022:
- Improve the graduate outcomes
- Engage Students in socially productive activities
- Train students in professional skills for global competitiveness and employability
- Ensure the availability of teachers and their orientation on emerging educational trends and pedagogies
- Promoting quality research and innovations by faculty
- Learning outcome based curriculum framework
- ICT for effective teaching learning process and digitization of institutional activities
- Establishment of alumni connects and strong alumni network
- Accreditation and ranking of Institution and all programmes
- Green and Clean campus

Discussion:

- Dr. K. Ashok Vardhan Shetty suggested to avoid quantitative achievement in quality mandate policy. Percentage of attainment need not be mentioned, but this target can be set internally to check the attainment over a period of time.
- Dr. K. Ashok Vardar Shetty suggested to change the objective 3, point 1 as "Inculcate soft skills & Emotional Intelligence" instead of "inculcate soft skills".
- He also suggested that a team from crescent can visit top private universities in India like O.P. Jindal Global University, Asoka University etc. to study the best practices adopted by them for implementation at Crescent.
- Mr. Mohamed Kasim Khan suggested that the Institute can apply for State Private University status, so that the Institution can function independently by having its own statute and ordinances.

__Resolution:__

The Planning and Monitoring Board approved the "Crescent Quality Mandate 2018.

4. **To consider and record the progress made by the institution in the key performance indicators in the calendar year 2018.**

Note on Agenda:

As per the directions of Vice Chancellor, to monitor the performance of the departments / schools, nine performance criteria were framed with target indicators in the year 2017. The progress made by the departments / schools in the calendar year 2018 is presented herewith.

From the calendar year 2019, "Performance Assurance Audit System" will be followed for tracking / monitoring performance of various departments / divisions / centers by adopting dashboard system (with performance metrics & indicators) in line with blue ocean strategies. For individual departments / divisions / centers, one senior professor will be made as in charge to continuously monitor the performance and suggest remedial measures.

Discussion:

PMB members satisfied with the achievement of targets indicators by various departments /Schools in the performance criteria. Also appreciated the introduction of performance Assurance Audit by adopting dash board system.

Resolution:

The progress made by departments /Schools in achieving the performance criteria in the calendar year 2018 is noted and approved.

5. **To consider and record the infrastructure facilities created / maintenance work carried out during July – Dec. 2018.**

   Note on Agenda:

   The following infrastructure facilities were created/maintenance work carried out during the period July – Dec 2018:

   - Establishment of Crescent Innovation and incubation centre (23000 sq.ft.) – Rs.25 Lakh was spent for face lifting 8000 sq.ft.area.
   - Establishment of Crescent School of business at 6th floor of Crescent School of Architecture (6000 sq.ft. area). Rs.34 Lakh was spent for interior works.
   - Establishment of Centre for Innovation in Teaching and Learning (1000 sq.ft.). Rs.14 lakh was spent for interior and studio works.
   - Establishment of Centre for Leadership at the 6th floor of Crescent School of Architecture Block (1000 sq.ft.). Rs.14 Lakh was incurred for interior works.
   - Formation of new road about 1 km around school of mechanical science block. Rs.50 Lakh is allocated and the work is in progress.
   - Creation of Structural Engineering laboratory and three P.G class room (5000 Sq.ft.) - backside of Mechanical Sciences Block at a cost of Rs.35 Lakh.
   - Establishment of Waste management yard (3000 sq.ft.) and Eco bin at a cost of Rs.12 Lakh.
   - Face lifting of landscape works (approximate cost: Rs.10 Lakh).
   - Crescent School of Architecture - completion of 7th floor - studio and lecture halls (4000 Sq.ft). Amount spent is around Rs. 1.1 Crore.
   - Erection and commissioning of solar plant 300kw @ Rs.1.5 Crore
   - General face lifting works in various blocks - MBA, Pharmacy and other development works @ Rs.25 Lakh.

   ## Resolution:

   After deliberations, the agenda item is noted and approved.

6. **To consider and approve the focused skill based courses proposed in the even semester 2018-19.**

Note on Agenda:

- o **IIT Bombay- Spoken Tutorial**

Our institute has signed an MOU with IIT Bombay- Spoken Tutorial(ST).This program is about teaching and learning a particular FOSS (Free and Open Source Software) like Linux, Scilab, LaTeX, PHP & MySQL, Java, C/C++, LibreOffice etc. via an easy Video tool - Spoken Tutorials. The Institute has registered for 14 courses namely C/C++, Java, Netbeans and Python, PHP & MySQL, Arduino, Oscad - now eSIM, Scilab, Linux-Ubuntu, LaTeX, Python, QCAD, LaTeX & Xfig, LibreOffice, Impress, Q-CAD,FRONT ACCOUNTING in the even semester 2018-19. Totally 1241 students have enrolled for various courses.

- o **Robotics Lab:**

The following skill based courses are proposed to be offered on:

- Internet of Things
- Data Science
- Artificial Intelligence
- Service Robotics
- Industrial Robotics
- Deep Learning

Discussion:

- Mr.Kasim Khan suggested that the institution should have a clear policy for the usage of open source software and licensed software.
- He also mentioned that the faculty of the institution shall develop expertise in open software so that they can train the students. Also crescent can act as nodal centre for offering training in FOSS to neighbouring institutions which gives visibility to the institution and branding.

    Resolution:

    The Agenda item is noted and approved.

7. **To consider and approve the implementation of LMS – uLetkz, Creation of Centre for Innovation in Teaching and Learning; and Crescent Centre for Leadership.**

    Note on Agenda:

    Our institute has signed an MOU with **uLetkz** Learning Solutions Pvt. Ltd., to provide the students a learning platform to connect with peers and faculty members. An app named "CRESCENT" has been made available in this regard to enable digital education (cloud-based educational ERP).

Centre for Innovation in Teaching and Learning has been created to facilitate faculty members to record video lectures which are to be made available to students in the institute website. So far 25 short video lectures have been recorded using this facility.

Crescent Centre for Leadership was established with the intention of conducting leadership training programs for Vice-Chancellors, Academic heads, Administrative heads and other senior officials. The recently organized events are:

- o Global Vice Chancellor's Training Programme for University Administration & Management - July 30th to August 2, 2018 -Sponsored by MHRD, Government of India.
- o Youth Leadership Training for Students of Women's Christian College -24th November 2018.
- o Leadership Training for School Headmasters and Principals - 7th and 10th December 2018.

Discussion:

- Mr.Kasim Khan observed that The Centre for Innovation in Teaching and Learning can be renamed as "Teaching and Learning centre" which is a popular terminology.
- The Institute can apply for funding under Pandit Madan Mohan Malaviya Scheme, for enhancing the activities of Teaching and Learning centre. After making sufficient progress, it can be renamed as "Centre for Excellence in Teaching and Learning".
- Mr.Kasim Khan stressed to develop own Learning Management System rather than outsourcing from a third party agent. In case of third party, the security of the data is under threat. He suggested that most popular Institutions use MOODLES software to configure their own LMS.
- Professor Ashok Vardhan Shetty appreciated the establishment of Centre for Innovation in Teaching and Learning and Crescent Centre for Leadership and its progress.
- Mr. Kasim Khan suggested the Centre for Leadership and Training to publish white paper on recently conducted global meet in Chennai to

improve visibility and to show case its outreach activities. The CLT can also submit a report on the outcomes of the global meet to the Govt. of Tamilnadu.

Resolution:

- The agenda item is noted and approved.

8. **To consider and record the progress made in the automation of academic and administrative activities through TCS ion.**

Note on Agenda:

Appreciable progress has been made in the automation of academic and administrative activities in the following modules:

- Academics & Time Table Module
- Exam & Grading Module
- Purchase Module
- Letters Module
- Finance Module
- Library Module
- Admission Module
- HRMS Module
- Transport Module
- Hostel Module

Discussion:

- Dean, Academic Affairs briefed the salient progress made in the TCS ion automation System on various aspects.
- Mr. Kasim Khan suggested framing of data security policy which shall be binding when MoU is signed with third party agency.
- Mr. Kasim Khan also stressed the need for developing an exclusive software (by Institution Professors) which can be customised based on Institute's Automation needs. Upon Successful development and implementation this can be made available as open source software.

This will enrich the visibility of the Institution. Also leads to savings of money in the annual budget.

- Professor Ashok Vardhan Shetty observed that the automation system under current use is neither user friendly nor flexible software. The feedback from other users was also not very positive.

Resolution:

The Agenda item is considered and recorded.

9. **To consider and record the progress towards Entrepreneurship activities.**

Note on Agenda:

Crescent Innovation & Incubation Council has been created to promote entrepreneurship activities, IPR activities, student incubation, start-up firm's etc. Four thematic workshops and one conference have been organized during July 2018 to till date. Salient activities organized are:

- TamilNadu Entrepreneurship Empowerment Conference -18-21, October, 2018 - 350 participants.
- E Leaders Workshop - Wadhwani Foundation - 14th & 15th Sep 2018 - 70 participants.
- Workshop on Innovation on Entrepreneurship -16 July 2018 - 300 participants.
- Leadership Talk Series – 08.01.2019 - 780 Students.
- Session on Intellectual Property Rights -11.01.2019 - Facebook Live session - 400 students.
- Intellectual Property Rights - Dr. K. Kantha Babu - 29.9.2018 - Overview and interaction session with students, scholars and faculties.

Discussion:

- Members of Planning and Monitoring Board acknowledged the efforts of the Institution towards promoting the Entrepreneurial activities.

  - Dr. Ashok Vardhan Reddy suggested that leading Entrepreneur belonging to any domain shall be invited at regular intervals (at least once in a month) to deliver motivational lectures. The students shall be exposed to entrepreneurship from first year onwards. He also stressed the need for

continual and systematic effort to promote Entrepreneurial environment in the Institution.

10. To suggest strategies for admission in the academic year 2019-20.

Note on Agenda:

The following admission strategies are proposed:

- Implementation of a comprehensive branding and marketing strategy

- Implementation of highly effective online and social media marketing strategy

- Organizing Open Day for school students

- Organizing Leadership training programmes for School Principals

- Establishment of Local Admission Centres in selected cities across the Nation

- Participating in Educational Expo in India and Abroad

- Improving student diversity by campaigning in northern states

- Organizing carrier guidance programme for school students

- Utilizing the support of Alumni Association for admission campaign

- Arranging for media coverage (both TV and Newspaper) of important events and students achievements.

Discussion:

- Mr. Kasim Khan suggested to start a "you Tube" Channel named "Crescent Entrepreneurship" with uploaded videos of Entrepreneurship lectures. In addition to promoting Entrepreneurship, this will give more visibility to the Institution.

- He also added that students publishing white papers in public forum will also increase the visibility of the Institution.

- Registrar mentioned that senior academicians will participate in the education Expo's. He cited his participation in the Oman Education fair and participation of Dean, AA in the Qatar Education Expo in this regard.

Resolution:

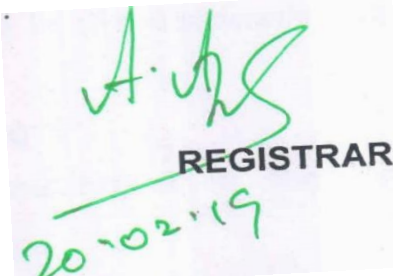After deliberations the agenda item is noted.

11. **Any other item**

- Conduct of Value Added Programme on "Automotive skills" by AMZ Automotive Pvt Ltd, Rajasthan.

  Registrar stated that decision will be taken after going through the MoA document details.

- Mr. Kasim Khan informed that social media policy can be framed stating the code of Conduct for the various stake holders of the Institution.

The Registrar thanked the members of Planning and Monitoring Board for their kind presence and valuable suggestions for the development of the Institution.

REGISTRAR

20.02.19