

ACADEMIC YEAR 2018-19

Feedback from Parents: Analysis Report

Date: 22.07.19

I. Preamble:

The Institution maintains excellent rapport with parents and encourages their association and support in Academic / Curricular / Co-curricular / Administration activities for the holistic development.

II. ACADEMIC ASSOCIATION

- ❖ Parents are acting as member in the School Level Advisory Committee (SLAC) & Board of Studies (BOS) of the Departments. Their views and suggestions about Curriculum restructuring, syllabus revision, introduction of new courses, innovation in teaching – learning etc. The SLAC and BOS were conducted during June – July 2018 & Dec. 2018 – January 2019 across departments / schools of the institution covering all programmes offered by the institution during 2018-19.

Annexure 1 : Sample minutes of SLAC and BOS

- ❖ Institution organized Parents – Teacher meeting (PMT), semester wise, to facilitate interaction between parents and course handling teaching faculty / Head of the Department / Dean of School and to understand the academic performance of their wards. In the academic year 2018-19, Parents – Teacher meeting was conducted on 29.09.18 (ODD semester 2018-19) in which around 700 parents were participated. In the Even Semester 2018-19, PMT was conducted with the participation of around 600 parents.

Annexure 2: Sample Analysis report submitted by the Departments

- ❖ Institution maintains SMS communication with parents to disseminate information related to academic performance of their wards in continuous assessment tests, semester end examination, course wise attendance details etc. at regular intervals. Also communicate important information with respect to students perspective through SMS.



Fig. 1: Interaction of Parents with Faculty (PTM)

III. ACADEMIC AND ADMINISTRATION

❖ Parents participate in the meeting of Internal Quality Assurance Cell (IQAC) and offer their valuable suggestions on the following:

- ✓ Curricular Aspects
- ✓ Teaching Learning and Evaluation
- ✓ Research, Consultancy and Extension
- ✓ Infrastructure and Learning Resources
- ✓ Student Support and Progression
- ✓ Governance, Leadership and Management
- ✓ Alumni connect
- ✓ Admission

❖ In the Academic Year 2018-19, IQAC with participation of external members was held on 14.08.2018 & 29.01.2019.

Annexure 3 : IQAC formation circular

Annexure 4 : Sample minutes of IQAC with parents participation

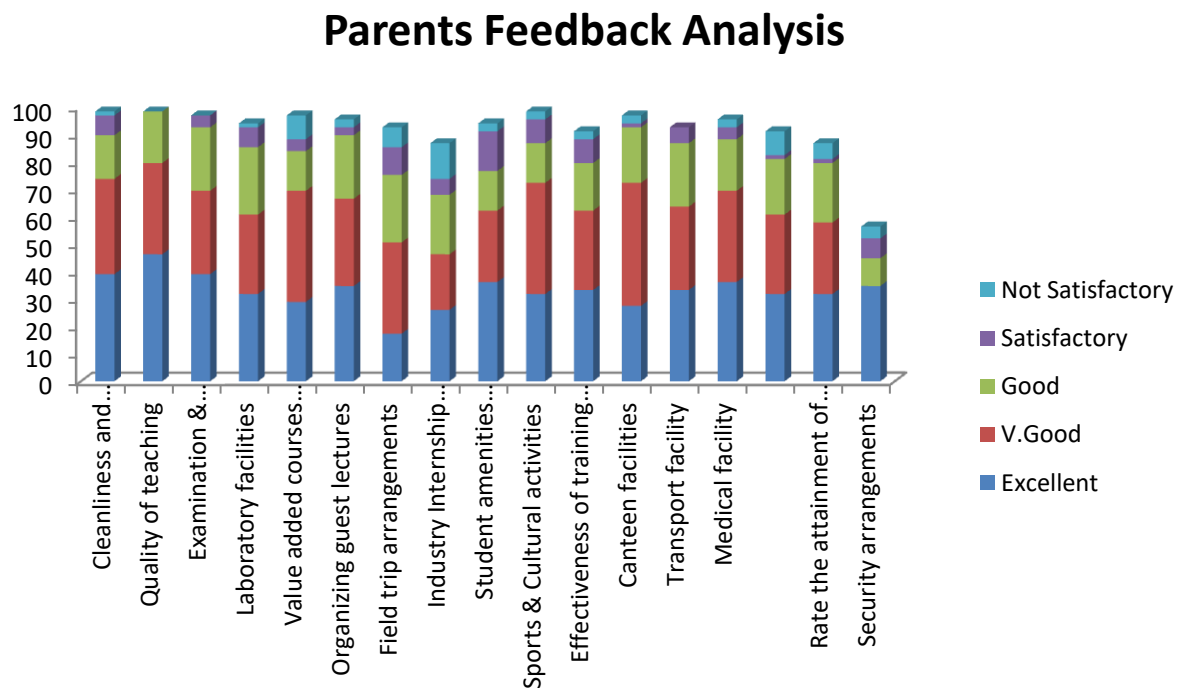
- ❖ Institution also facilitated association with parents in terms of 24X7 online feedback in the Institution website to obtain suggestion / comments on various aspects viz. teaching-learning process, curriculum & syllabus, attainment of programme outcomes, infrastructure facilities etc. 55 parents utilized this facility and exhibited their association with the Institution for the overall improvement.

Annexure 5 : Sample feedback forms obtained from Parents

IV. Parents – Teachers Meeting : Analysis on Feedback

The Feedback obtained from Parents in the academic year 2018-19 on the following parameters were analysed and reported.

No. of Respondents : 259



Description	Excellent	V. Good	Good	Satisfactory	Not Satisfactory
Cleanliness and ambience in campus	39	35	16	7	1
Quality of teaching	46	33	19	0	0
Examination & evaluation system	39	30	23	4	0
Laboratory facilities	32	29	25	7	1
Value added courses offered in the Department / School	29	41	14	4	9
Organizing guest lectures	35	32	23	3	3
Field trip arrangements	17	33	25	10	7
Industry Internship (Industry Training)	26	20	22	6	13
Student amenities (Library, Wi-Fi/ Internet, etc)	36	26	14	14	3
Sports & Cultural activities	32	41	14	9	3
Effectiveness of training for placement	33	29	17	9	3
Canteen facilities	28	45	20	1	3
Transport facility	33	30	23	6	0
Medical facility	36	33	19	4	3
Attainment of programme outcomes	32	29	20	1	9
Rate the attainment of course outcomes	32	26	22	1	6
Security arrangements	35	0	10	7	4

Other Suggestions:

- Cleanliness inside the class room can be further enhanced.
- Can provide value added course and Industry training
- More field trips can be organized
- Equal importance and preference for all courses.
- Redo classes can be arranged during summer vacation.

V. Institution website

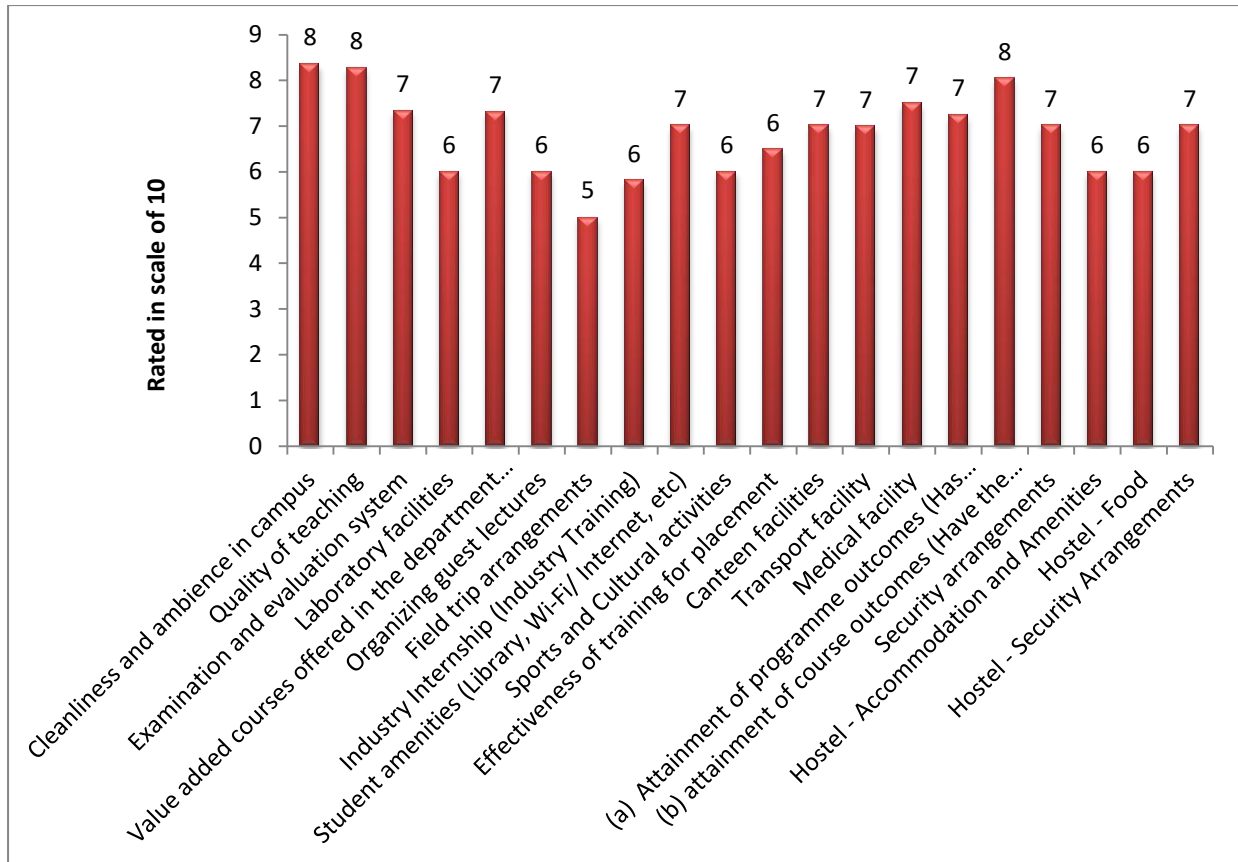
Total Number of Respondents : 55

Parameters	Excellent (10)	V.Good (8)	Good (6)	Satisfactory(4)	Not satisfactory (2)	Total Score	Avg. (10 point scale)
Cleanliness and ambience in campus	13	21	19	2		420	8
Quality of teaching	11	24	20			422	8
Examination and evaluation system	7	20	25		1	382	7
Laboratory facilities	6	14	25	4	5	348	6
Value added courses offered in the department / School	10	13	25	4	1	372	7
Organizing guest lectures	5	13	31	2	3	354	6
Field trip arrangements	6	7	19	14	7	300	5
Industry Internship (Industry Training)	5	12	17	10	8	304	6
Student amenities (Library, Wi-Fi/ Internet, etc)	9	16	19	4	5	358	7
Sports and Cultural activities	9	11	22	7	5	348	6
Effectiveness of training for placement	6	15	22	4	5	338	6
Canteen facilities	11	15	23	4	5	394	7
Transport facility	8	15	24	2	4	360	7
Medical facility	10	18	20	4	1	382	7
(a) Please rate the attainment of programme outcomes (Has the objective of studying the chosen programme fulfilled)	6	19	26	3		380	7
(b) Please rate the attainment of course outcomes (Have the courses helped in gaining relevant knowledge)	8	21	25	5		418	8
Security arrangements	12	19	22	1		408	7
Hostel - Accommodation and Amenities	2	6	7	3	2	126	6
Hostel – Food	2	3	8	5	2	116	6
Hostel - Security Arrangements	4	5	9	2		142	7

Cumulative Average: 7

Indication : V. Good – Good

Parent Feedback Analysis



Sl.No.	Appreciations	Suggestions/Grievances
1	I'm happy about the present courses.	University can offer any new courses based upon the new technologies also can provide internships
2	My opinion about curriculum is good but can concentrate more on practical basis teaching which is related to their career	Our children need more extra courses to be taught and need workshops for knowledge.
3	No opinions..The work of institution is really Good	Management can allow the parents to see the cultural programmes.
4	Everything was good -add some more practical session for upcoming students.	

Analysis based on Feedback through Parents - Teacher Meeting

- ❖ Regarding quality of teaching, around 80 - 90% of the parents expressed their happiness by awarding Excellent – Good score.
- ❖ In terms of laboratory facilities and examination systems, conducting value added programmes / organizing field trips / technical lectures / industry

internship / attainment of programme outcomes and course outcomes also more than

80 % of the parents expressed their complete satisfaction.

Analysis based on Parents Feedback through Institution website

- ❖ Parents gave very good rating (7 to 8 out of 10 point scale) for quality of teaching, laboratory facilities and examination systems, conducting value added programmes / organizing field trips / technical lectures / industry internship / attainment of programme outcomes and course outcomes

Other suggestions:

- Offering new courses in emerging areas
- Offering more value added courses
- Offering practice oriented theory courses

VI. Feedback received from Parents through Meeting of Board of Studies School Level Advisory committee meeting and Meetings of Internal Quality Assurance Cell .

- ❖ The important suggestions given by the parents which respect to curricular aspects which are taken in to consideration for further action taken are:
 - Offering skill based theory courses
 - Revision of curriculum & syllabi at regular intervals in line with industry requirement
 - Offering new courses to match market demand
 - Offering enhanced Entrepreneurship focussed courses
 - Offering value added courses to enhance employability


22/07/19

Dean, Academic Affairs

Annexure 1: Sample Minutes of SLAC Meeting



B.S. Abdur Rahman

SCHOOL OF ELECTRICAL AND COMMUNICATION SCIENCES

Date : 05.07.2019

MINUTES OF SCHOOL LEVEL ADVISORY COMMITTEE MEETING (SLAC)

The Fourth SLAC meeting of the School of Electrical & Communication Sciences was held on 04.07.2019 at 10.30am in the seminar hall of the EIE Department. The following SLAC members attended the meeting and gave their valuable suggestions.

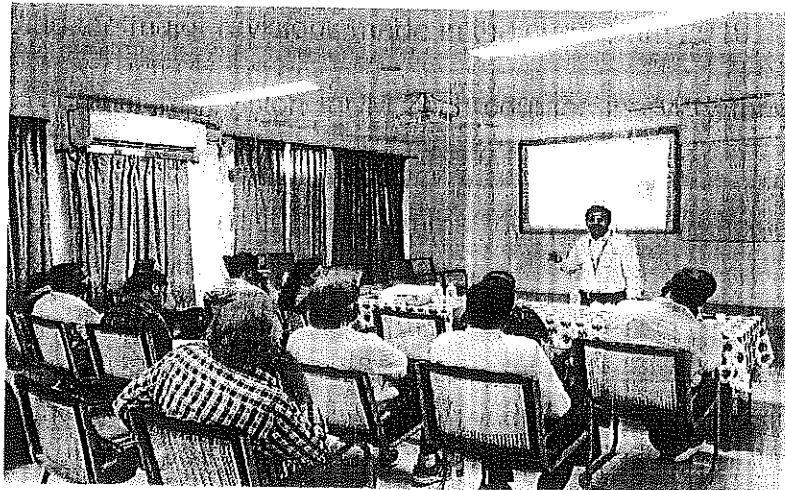
Sl.No.	Name / Designation	SLAC Members (Responsibilities)
1.	Dr. S.Kaja Mohideen Dean (SECS) BSACIST	Chairman
2.	Dr. M.Kannan Professor / ECE MIT, Anna University, Chennai	External Expert (Academic)
3.	Dr. V. Gomathi, Associate Professor/EEE, Anna University, Chennai	External Expert (Academic)
4.	Mr. S.K. Mohamed Aslam, General Manager, OHM Energy Management Sys. Pvt. Ltd	External Expert (Industry)
5.	Mr.Vijay Anand, Vice President, Aricent Technology, Chennai	External Expert (Industry)
6.	Mr.Mohanakrishnan, Director,Centre for Calibration, Nagman Instruments	External Expert (Employer)
7.	Dr.P.K.Jawahar, Professor & Head/EIE	Member
8.	Dr. C.Tharini Prof. & HOD / ECE	Member
9.	Dr. Y. Mohamed Shuaib, HoD/EEE	Member

FILE
T. J. Jomir
24/07/19
Dean (AA)

10.	Dr.D.Najumnissa Jamal, Professor/EIE	Member
11.	Dr.B.Vijayalakshmi, Professor/ ECE	Member
12.	Prof.S.Shahul Hamid, VIsiting Faculty	Member
13.	Dr. G. Kannan, Associate Professor / ECE	Member
14.	Mr Hasan Babu. H, Assistant Professor (Sr. Gr.)/ECE	Member
15.	Ms Parnasree Chakraborty Assistant Professor (Sr. Gr.)/ECE	Member
16.	Mrs.M.S.Murshitha Shajahan,AP(SG)	Member
17.	Mrs.G.Anitha AP(SG)	Member
18.	Mrs.P.R.Hemavathy, AP(SG)	Member
19.	Mrs. Belwin J Brearly, AP (SG) /EEE	Member
20.	Mrs. S. Jennathu Beevi, AP (SG)/EEE	Member
21.	Mrs. V. Bharanigha, AP/EEE	Member
22.	Mr. C. Athbel Joe, AP/EEE	Member
23.	Mr. A. Paramasivam, AP/EEE	Member
24.	Ms Vannammal Revathy/ECE	Alumni
25.	Mr.B.Arun Kumar	Alumni
26.	Mr. M. Sheik Abdulla, Engineering Head, Kestrel Engineering Services	Alumni
27.	Mrs. Ananthi Kumar	Parent
28.	Mr.Ramakrishan	Parent
29.	Ms.Kasthuri Dilli	Parent
30.	Ms D.Chitra/ECE	Student
31.	Mr.R.Abhishek/EIE	Student
32.	Mr. Adith Senthil Kumar/EEE	Student

Dr.S.Kaja Mohideen, Dean (SECS) welcomed the august gathering. Then he briefed the highlights regarding the major revisions made in the curriculum 2019. They are

- Importance of curriculum revision for M.Tech courses in every three years were elaborated by the Dean(SECS)
- M.Tech (ECE, EEE and EIE) programme curriculum is included with lab integrated courses
- Internship is made mandatory
- Discussed about the affiliated faculties from industries and abroad universities are attached to the School of SECS. Their suggestion is also included in the revision of syllabus. Their expertise is utilized to improve the knowledge of the students through guest lectures, workshops and by offering one credit courses.



Dr.S.Kaja Mohideen, Dean (SECS) welcomed the members of SLAC

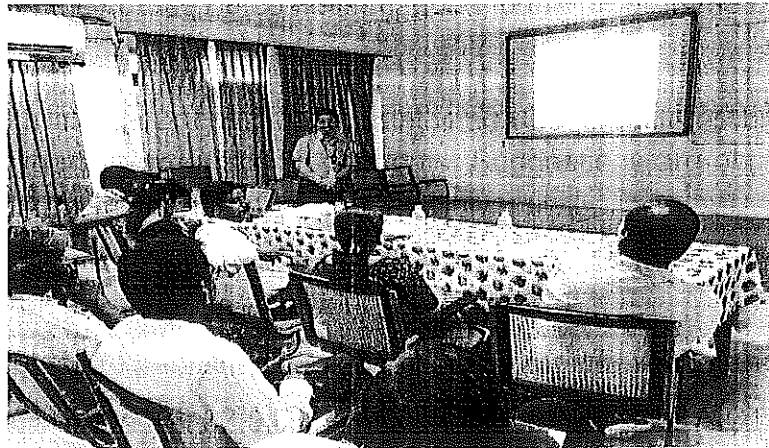
After highlighting the Electrical & Communication school level facilities, he invited Dr. Y. Mohamed Shuaib HOD/EEE to share the department facilities. Followed with Dr.C.Tharini, HoD/ ECE and Dr.P.K.Jawahar,HOD/E&I highlighted the features of curriculum and the content of the courses.

The following points were discussed in the SLAC:

DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

The HOD of EEE department Dr. Y.Mohammed Shuaib, welcomed all the experts, members and stakeholders of the School Level Advisory Committee and presented some of the highlights of the department of EEE. Few of the highlights shared are:

- All the programmes are NBA accredited.
- All the courses are outcome based.
- In each course, the course outcome is mapped to the programme outcomes.
- Credit is given for internship.
- Interaction with alumni is constantly maintained. Guest lectures by Alumni's are organized for the betterment of the students. Suggestions are obtained from the Alumni to improve the department and the University.
- More than 26 licensed softwares are available in the department for the students to carry out projects and research works.
- Research outputs are published in high impact factor indexed journals.
- Funded projects worth Rs. 37.5 lakhs has been completed for AICTE and DRDO.
- Many of our department alumni are currently occupying highly reputed positions in the industry.



Dr. Y.Mohammed Shuaib, HOD/ECE addressing the members

Then, HOD/EEE discussed the revised curriculum and syllabus of Regulation 2019 of M.Tech. Power System Engineering and the following suggestions were received from the expert members and different stakeholders present in the meeting:

- Dr. M.Kannan Professor / ECE MIT, Anna University Chennai (Academic Expert) suggested to run at least core or elective course involving people from power industry as faculty.
- Dr. V. Gomathi, Associate Professor/EEE, Anna University (Academic Expert) suggested to make a few of the elective courses, which need practical exposure,

as lab integrated course, after adjusting the number of credits if required. One such course she suggested to consider is the course on Smart grid. Also, she asked to consider shifting the Smart Grid course from elective to core.

- Mr. S.K. Mohamed Aslam, General Manager, OHM Energy Management System Pvt. Ltd. (External expert – Industry) felt that it would be good to include the following topics in the course Advanced Power System Protection Course: impedance relaying and distributed / centralized protection schemes.
- Mr. Vijay Anand, Vice President - Aricent Technology, Chennai (External expert – Industry) asked to include topics such as energy harvesting and storage technologies in the course 'Smart Grid' as separate module or insert them in the appropriate existing modules.
- Mr. S.K. Mohamed Aslam, General Manager, OHM Energy Management System Pvt. Ltd. (External expert – Industry) added that topics relevant to condition monitoring of smart grid using sensors and IoT also may be included in the course Smart Grid.
- Mr. S.K. Mohamed Aslam, in addition, suggested to include design of active and passive filters in the Power Quality syllabus.
- Mr. Mohanakrishnan, Director, Centre for Calibration, Nagman Instruments (External expert – Industry) suggested to include a course on Instrumentation in Electrical Engineering. For this, he asked to get help from the curriculum and syllabus of M.Tech. (Condition Monitoring, Protection & Control of Electrical Apparatus) offered by NIT, Hamirpur.

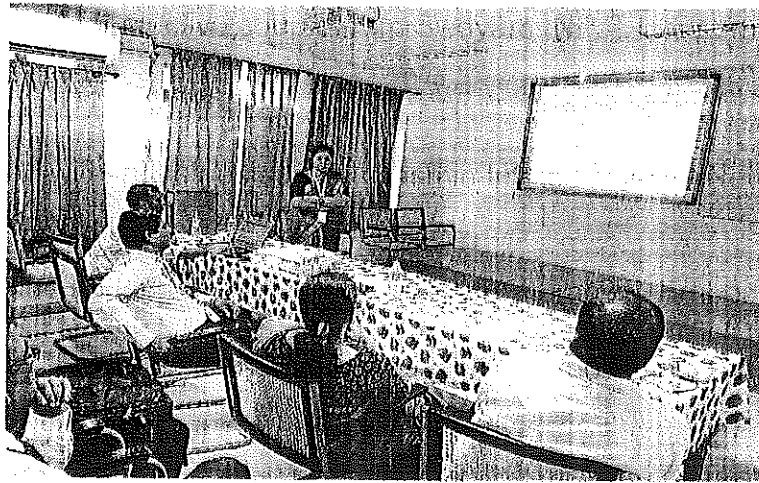
The HoD / EEE thanked all the experts and stakeholders who have given their valuable suggestions and concluded his presentation.

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Dr. C. Tharini, HOD/ECE, presented the highlights of the department are as follows;

- All the programmes are NBA accredited.
- OBTL – Outcome Based Teaching Learning is adopted.

- Credit transfer for elective course from Swayam /NPTEL is permitted
- Credit is given for internship.
- MOU signed with industries such as Jasmin Infotech, Nokia Networks, National Instruments, etc.
- Offering value added program on CLAD and Automotive Embedded systems
- Consultancy and Testing in the areas of RF communication and Embedded Systems are carried continuously
- One credit courses and special lectures were carried out by the affiliated faculties of international universities and Alumni.



Dr.C.Tharini, HOD/ECE addressing the members

Followed by, HOD/ECE presented the new curriculum and syllabus of M.Tech Regulation 2019 for M.Tech Communication Systems (COS) and M.Tech VLSI & Embedded systems.

- Well balanced OBE curriculum, with due emphasis on theory courses, laboratory courses and project work
- Industry internship is made mandatory for students
- Integrated lab courses & 24% Weightage for electives
- Interdisciplinary Electives, Credit Transfer for NPTEL courses
- Encourage the students to carry out their projects in industry
- Realization of products through practical skills

- One credit and two credit courses are introduced
- Course delivery by industry experts

After due deliberations, the suggestions made by the SLAC members towards the Curriculum and Syllabus of Regulation 2019 of M.Tech Communication Systems, M.Tech VLSI & Embedded Systems are listed below;

Dr.M.Kannan, Professor, Anna University appreciated the Medical Image Processing in professional elective as lab integrated course and recommended to verify the availability of tools required to offer the course effectively.

Mr. Vijay Anand, Vice President, (Aricent tech.) suggested to introduce new elective courses namely Interoperability, Narrow Band IoT etc. Further he suggested to include a topic LORA in the course Internet of Things.

Mr.Imadudeen, Alumni (2017-2019) batch, M.Tech CoS, currently working in WABCO, Chennai, suggested to Integrate,

- Basics of Deep learning in Digital Image Processing;
- Kalman filter in signal processing since it is most commonly used filter to track the estimated state of the system and the variance or uncertainty of the estimate.
- Linux based projects for the courses like IoT.
- Modern wireless communication technologies like ZigBee and navigation technologies in antenna and wireless communication courses.

Ms Vannammal *Revathy, M.Tech, VLSI (2016-2018) student suggested to include the course on System Verilog.

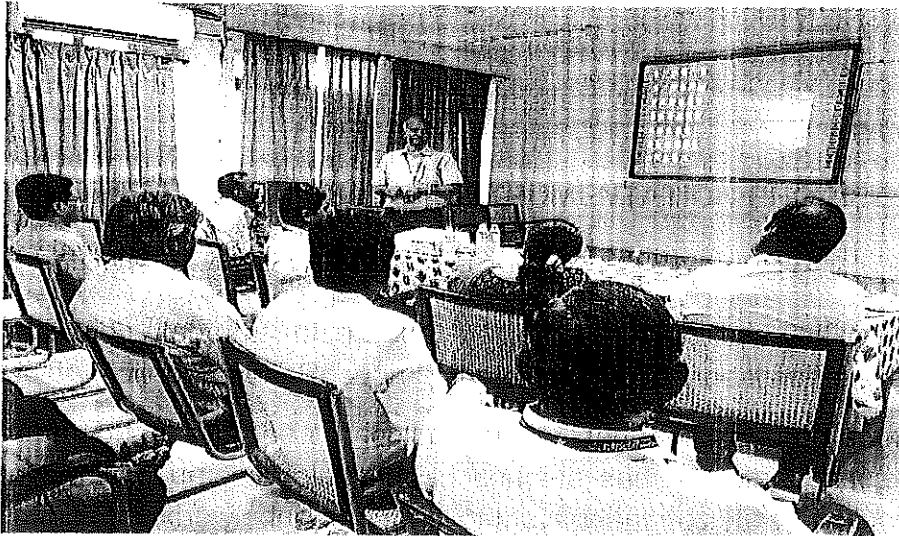
The feedback from external experts, Alumni and students were obtained. Further HoD informed that these suggestions and feedbacks will be considered in the Seventeenth BoS (ECE) meeting for further deliberations and implementations.

The HoD / ECE thanked all the experts who have given their valuable suggestions and Feedbacks and concluded her presentation.

DEPARTMENT OF ELECTRONICS AND INSTRUMENTATION ENGINEERING

Dr. P.K.Jawahar, Professor and Head of the Department, E&IE briefed about

- The salient features of the department, Lab facilities, affiliate professors, Industry collaboration, Research and Consultancy and its other activities.
- The importance of the curriculum and syllabus for PG programme with one, two credit courses, Value added courses and outcome based teaching to enhance the knowledge and skills of the student in state of art technology.



Dr. P.K.Jawahar, HOD/EIE addressing the SLAC members

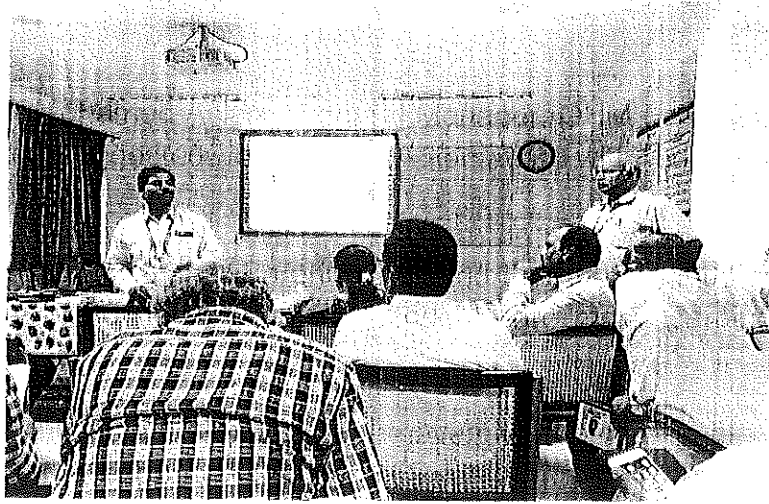
- The structure of the curriculum to focus on varied areas viz., Engineering Fundamental, Engineering Core, Project and industrial training as provided by the University

The following points were discussed by the external experts and students.

- Mr. S.Mohanakrishnan, Director (Business Development), Nagman, Calibration Services, Chennai, suggested that the courses IIOT, Industry 4.0 can be added to the curriculum as electives which are very important for getting placed in Core companies. He also suggested EIE department can support EEE department in framing the curriculum as part of latest technology in Instrumentation.
- It was suggested by the Industrial expert that more thrust and focuses on Zigbee++ to be included in the curriculum which is used by Oil Industries / Petrol pumps for centralized monitoring and control of one level of oil.

- Mr. S.K.Mohamed Aslam, General Manager, OHM Energy Management Syst Pvt Ltd. suggested to include Automation with open system protocol / Architectures.
- Mr. C. Ramakrishnan, Parent suggested that the syllabus can be updated to industry interaction so that the students are more learning in collaboration with industries

The HoD / EIE thanked all the experts who have given their valuable suggestions. The feedback from external experts, Alumni and students were obtained.



Conclusion by Dr.S.Kaja Mohideen, Dean (SECS)

The School Dean summarized the points discussed in the SLAC meeting and expressed the gratitude to all the members for their valuable suggestions.


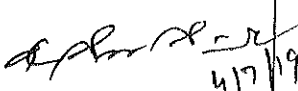


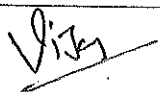
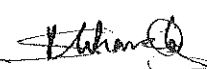


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DEAN (SECS)

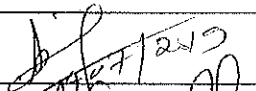
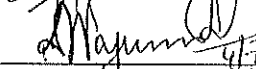
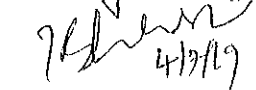
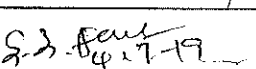
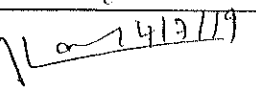
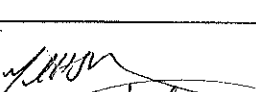
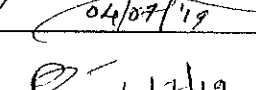
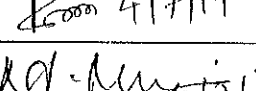
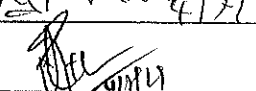
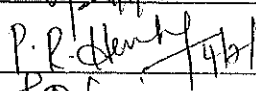
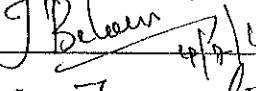
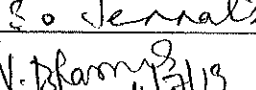
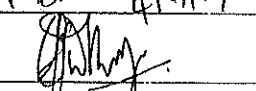
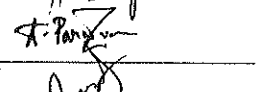
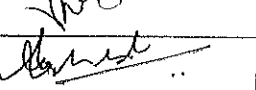

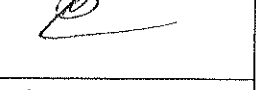
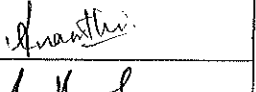
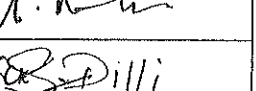
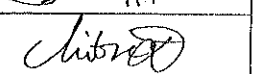


DEAN
 School of Electrical Engineering
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 Vellore, Tamil Nadu
 Vellore, Chennai-620 015, India



SCHOOL OF ELECTRICAL AND COMMUNICATION SCIENCES
SCHOOL LEVEL ADVISORY COMMITTEE MEETING – ATTENDANCE SHEET

Date : 04.07.2019
Day : Thursday
Time : 10:30 A.M.
Venue : Seminar Hall / Department of EIE

Sl.No.	Name / Designation	SLAC Members	Signature
1.	Dr. S.Kaja Mohideen Dean (SECS) BSACIST	Chairman	 4/7/19
2.	Dr. M.Kannan Professor / ECE MIT, Anna University, Chennai	External Expert (Academic)	 4/7/19
3.	Dr. V. Gomathi, Associate Professor/EEE, Anna University, Chennai	External Expert (Academic)	 4/7/19
4.	Mr. S.K. Mohamed Aslam, General Manager, OHM Energy Management Sys. Pvt. Ltd	External Expert (Industry)	 4/7/19
5.	Mr. VijayAnand, Vice President, Aricent Technology, Chennai	External Expert (Industry)	
6.	Mr. Mohanakrishnan, Director, Centre for Calibration, Nagman Instruments	External Expert (Employer)	
7.	Dr. P.K. Jawahar, Professor & Head/EIE	Member	
8.	Dr. C. Tharini Prof. & HOD / ECE	Member	

9.	Dr. Y. Mohamed Shuaib, HoD/EEE	Member	 4/7/19
10.	Dr.D.Najumnissa Jamal, Professor/EIE	Member	 4/7/19
11.	Dr.B.Vijayalakshmi Prof. / ECE	Member	 4/7/19
12.	Prof.S.Shahul Hamid, VIsiting Faculty/EIE	Member	 4/7/19
13.	Dr. G. Kannan Associate Prof/ ECE	Member	 4/7/19
14.	Mr Hasan Babu. H Assistant Professor (Sr. Gr.)/ECE	Member	 04/07/19
15.	Ms Parnasree Chakraborty Assistant Professor (Sr. Gr.)/ECE	Member	 4/7/19
16.	Mrs.M.S.Murshitha Shajahan,AP(SG)	Member	 4/7/19
17.	Mrs.G.Anitha AP(SG)	Member	 4/7/19
18.	Mrs.P.R.Hemavathy, AP(SG)	Member	 4/7/19
19.	Mrs. Belwin J Brearly, AP (SG) /EEE	Member	 4/7/19
20.	Mrs. S. Jennathu Beevi, AP (SG)/EEE	Member	 4/7/19
21.	Mrs. V. Bharanigha, AP/EEE	Member	 4/7/19
22.	Mr. C. Athbel Joe, AP/EEE	Member	 4/7/19
23.	Mr. A. Paramasivam, AP/EEE	Member	 4/7/19
24.	Ms Vannammal Revathy/ECE	Alumni	 4/7/19
25.	Mr.B.Arun Kumar	Alumni	 4/7/19
26.	Mr. M. Sheik Abdulla, Engineering Head, Kestrel Engineering Services	Alumni	 4/7/19
27.	Mrs. Ananthi Kumar	Parent	 4/7/19
28.	Mr.Ramakrishan	Parent	 4/7/19
29.	Mr. S. Dilli Mrs. Kasthuri Dilli	Parent	 4/7/19
30.	Ms D.Chitra/ECE	Student	 4/7/19

31.	Mr.R.Abhishek/EIE	Student	<i>Abhishek R</i>
32.	Mr. Adith Senthil Kumar/EEE	Student	<i>Adith</i>

33. MD. WAJID KHAN/ECE

ALUMNI/Research
Scholar

Wajid Khan

4/1/19
Dr. S.Kaja Mohideen
Chairman SLAC,
Dean (SECS),
BSACIST

DEAN
School of Electrical & Communication Sciences
G.S. Air Force Station
Crescent
Institute of Science & Technology
Vandalur, Chennai-600 045.

Annexure 1: Sample Minutes BOS Meeting

B.S. ABDUR RAHMAN CRESCENT INSTITUTE OF SCIENCE AND TECHNOLOGY

SCHOOL OF INFRASTRUCTURE

Department of Civil Engineering

Eleventh Board of Studies Meeting

Venue : Seminar Hall, Department of Civil Engineering

Date : 10.1.2019, 02.00 p.m.

Minutes of the 11th Meeting of Board of Studies held on 10 January 2019

The Eleventh meeting of the Board of Studies of Department of Civil Engineering was held on 10.1.2019 at 02.00 p.m. in the Seminar Hall, Department of Civil Engineering, B.S.Abdur Rahman Crescent Institute of Science and Technology.

The following members were present for the meeting:

Expert Members

Mr. B. Suresh, CEO & Managing Director, M/S. Mahindra Consulting Engineers Pvt. Ltd., Chennai

Dr K.P Jaya, Director (Research) & Professor, Structural Engineering Division, College of Engineering, Guindy, Anna University, Chennai

Special Invitees

✓ Mr. Suman Dhas, Senior Project Engineer, L & T, Chennai

✗ Mr.C.S.Narayanan, Vice President, M/S. Mahindra Consulting Engineers Pvt. Ltd., Chennai

Mr. N. Murali (**Parent**), Engineer (Retired), Ashok Leyland

Mr. Mohamed Ismail (**Alumini**), Trainee Engineer, Tamilnadu Water Investment Company, Guindy, Chennai

Mr. Mohamed Noorulutah (**Alumini**), Trainee Engineer, Tamilnadu Water Investment Company, Guindy, Chennai

Dr. V. S. Priya, Associate Professor, BSARCIST

Dr. A. K. Kaliluthin, Assistant Professor (Sl. Gr.), BSARCIST

Ms. V. Roopa, Assistant Professor, BSARCIST

Mr. Nihilesh (**Student Member**)

Mr. Shaik Shakeel (**Student Member**)

Ms. Abinaya (**Student Member**)

Ms. Bala Keerthana (**Student Member**)

Internal Members

Dr. P. Vasanthi, Professor & Dean, School of Infrastructure, (Chairman)

Dr. M.S. Haji Sheik Mohammed, Professor & Dean (AA)

Dr. J. Revathy, Professor

Dr. P. Gajalakshmi, Associate Professor

Dr. K. Yogeswari, Associate Professor

Mrs. Nisha Khanam, Assistant Professor

Note: Mr. D. Mohamed Shanavaz, Assistant Professor (Sr. Gr.) could not attend the meeting due to long leave.

Dr. P. Vasanthi, Chairman, BOS, extended a cordial welcome to all the members of Board of Studies. She briefed the members about the importance of redesigning the curriculum and syllabi of B.Tech. in Civil Engineering, M.Tech. Structural Engineering and M.Tech. Construction Engineering and Project Management. After the introductory remarks, the agenda items were taken up for discussion by the members of the Board of Studies.

ITEM 10.1

To consider and approve the revised curriculum and syllabi of B.Tech. Civil Engineering (VII & VIII Semester) under Regulations 2017.

The following suggestions were put forth by Mr. B. Suresh, CEO & Managing Director, M/S. Mahindra Consulting Engineers Pvt. Ltd., Chennai

- The course Estimation and Costing to be retitled as Estimation and Costing of Infrastructure Projects.

- Estimation of Irrigation structures should be added in Module III of the course Estimation and Costing.
- Module VI to be retitled as Valuation and Report preparation for the course Estimation and Costing.
- Separate module may be added as Estimation of Infrastructure projects for the course Estimation and Costing.
- The course construction Engineering and project management should be retitled as Infrastructure and construction management.
- Case studies should be included for the course construction Engineering and project management
- Textbooks / References by foreign authors should be added for the course construction Engineering and project management
- In the syllabus of construction Engineering and project management, separate module can be added for infrastructure projects.
- Module VI to be retitled as Ground Water Extraction for the course Ground Water Engineering.
- In the syllabus of Environmental Impact Assessment course, Topics on ESMF, Social Impact Monitoring and Ministry of Environmental Forest guidelines may be included.
- The course on Coastal Engineering may be removed since its too high for B.Tech Civil Engineering.
- The course on GIS & its Applications is to be retitled as GIS in Infrastructure Engineering.
- The course on Flood Management is to be retitled as Storm water and Flood Management.
- In syllabus of Contract laws and Regulations, Topics on Construction agreement, RFT, RFQ, BOT, BOOT, PPP, Awarding Infrastructure Projects, Contract award process and Legal requirement may be included.

The following suggestions were put forth by Mr. Suman Dhas, Senior Project Engineer, L & T, Chennai.

- Pre read material should be provided for the course Earthquake Engineering.

The following suggestions were put forth by Mr. C.S. Narayanan, Vice President, M/S. Mahindra Consulting Engineers Pvt. Ltd., Chennai

- For the course Industrial structures, Pre Engineered structures can be added.

The following suggestions were put forth by Dr.M.S.Haji Sheik Mohammed, Professor & Dean (AA)

- Considering the booming of Repair and Rehabilitation market, the course "Repair and Rehabilitation of structures" can be brought under core course instead of Elective.
- In the syllabus of "Repair and Rehabilitation of structures", micro concrete can be added under repair material and sacrificial anode cathodic protection under repair technique.
- Repair and Rehabilitation of buildings can be offered as certificate course in Department of Civil Engineering

After detailed discussions, it was resolved to approve the revised syllabi of **B.Tech. Civil Engineering** and recommend the same for approval by the Academic Council of the University. **This will come into effect from the academic year 2019-2020 onwards.**

The curriculum is enclosed in **Annexure 11.1.1.**

ITEM 11.2

To consider and approve the M.Tech (Research) programme

Offering of M.Tech (Research) will have the following advantages

- Facilitate Industrial People to get Masters degree with more research component and less courses
- Research oriented leading to more publications

After detailed discussions, it was resolved to approve M.Tech (Research) and recommend the same for approval by the Academic Council of the University. **This will come into effect from the academic year 2019-2020 onwards.**

ITEM 11.3

To consider and ratify the elective course for M.Tech Structural Engineering under Regulations 2016.

The course on "Fire Protection, Services and Maintenance Management of Building" offered by the NPTEL was taken by the students of M.Tech Structural Engineering and Construction Engineering & Project Management. The course is equivalent to elective courses offered in M.Tech Structural Engineering and M. Tech. Construction Engineering & Project Management and is found to be very useful to the students.

Course	L	T	P	C
Fire Protection, Services and Maintenance Management of Building	3	0	0	3

After detailed deliberations, it was resolved to ratify the course and recommend the same for approval by the Academic Council of the University.

This will come into effect from the academic year 2018 - 2019 onwards.

The Syllabus is enclosed in ***Annexure 11.3.1.***

ITEM 11.4

To consider and approve the certificate courses in Department of Civil Engineering

The following certificate courses were put forth by the BOS members :

1. "Sustainable Infrastructure" in association with M/S. Mahindra Consulting Engineers Pvt. Ltd., Chennai

After detailed deliberations, it was resolved to approve the certificate courses and recommend the same for approval by the Academic Council of the University. **This will come into effect from the academic year 2019 - 2020 onwards.**

The syllabus is enclosed in ***Annexure 11.4.1.***

ITEM 11.5

To consider and approve the value added courses in Department of Civil Engineering

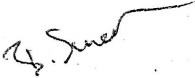
The following value added courses were put forth by the BOS members :

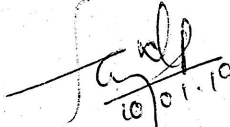
1. REVIT ARCHITECTURE
2. PRIMAVERA


After detailed deliberations, it was resolved to approve the value added courses and recommend the same for approval by the Academic Council of the University. This will come into effect from the academic year 2019 - 2020 onwards

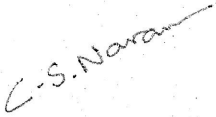
The syllabus is enclosed in **Annexure 11.5.1**.

Signature of Members


Mr. B. Suresh
Expert Member

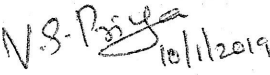

Dr. K. P. Jaya
Expert Member


Mr. Suman Doss
Special Invitee



Mr. C.S. Narayanan
Special Invitee


Ms. V. Roopa
Special Invitee

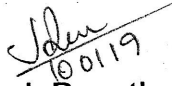

Dr. A. K. Kaliluthin
Special Invitee



Dr. V. S. Priya
Special Invitee

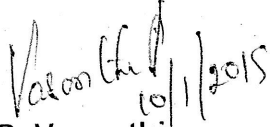

Mrs. Nisha Khanam
Internal Member


Dr. K. Yogeswari
Internal Member


Dr. P. Gajalakshmi
Internal Member


Dr. J. Revathy
Internal Member


Dr. M.S. Haji Sheik Mohammed
Internal Member


Dr. P. Vasanthi
Chairman

DEPARTMENT OF Business Administration

Date: 09.03.2019

Venue: MBA

The Consolidated feedback report of parent teacher meeting held on 09.03.2019 for BBA Financial Services-II year is as follows:

Total No. Of Parents attended the meeting: 26

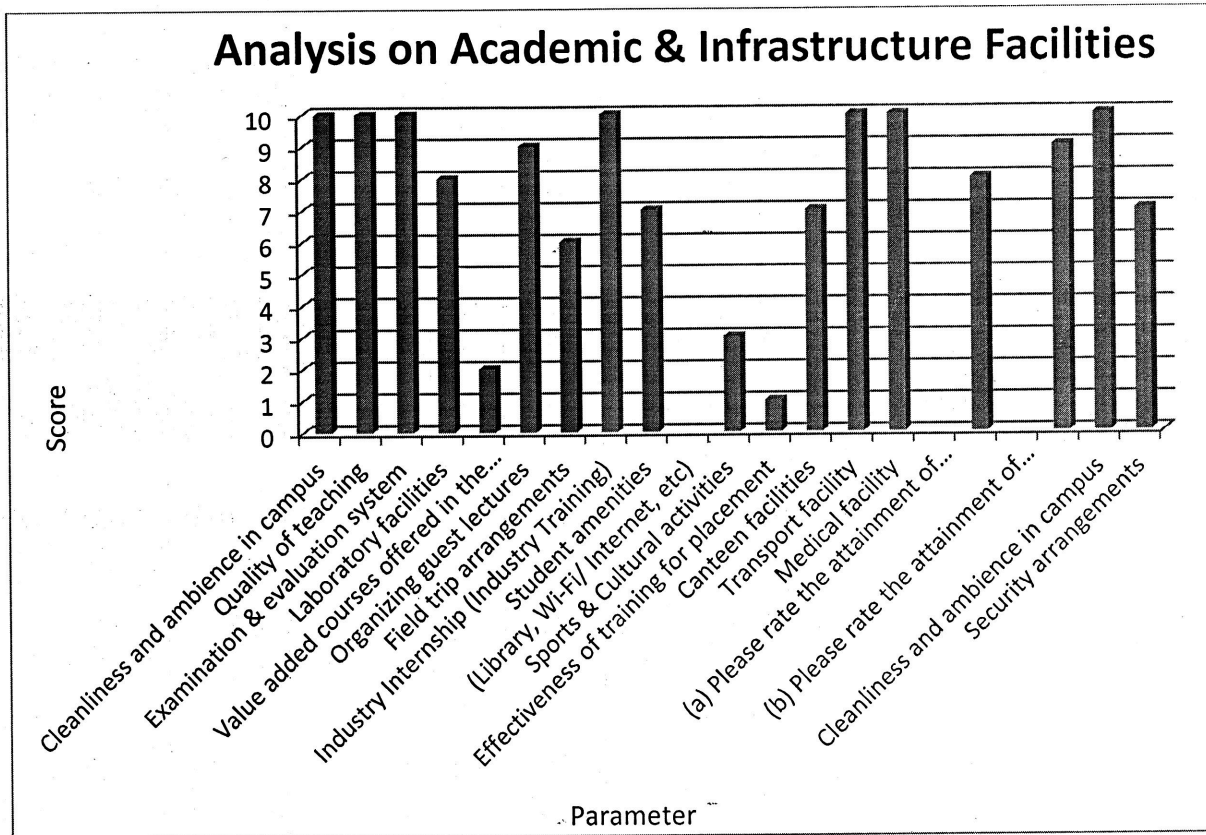
I. Details of Average Score on Various Parameter :

S.No	Description	Average Score
1	Cleanliness and ambience in campus	10
2	Quality of teaching	10
3	Examination & evaluation system	10
4	Laboratory facilities	8
5	Value added courses offered in the Department / School	2
6	Organizing guest lectures	9
7	Field trip arrangements	6
8	Industry Internship (Industry Training)	10
9	Student amenities (Library, Wi-Fi/ Internet, etc)	7
10	Sports & Cultural activities	3
11	Effectiveness of training for placement	1
12	Canteen facilities	7
13	Transport facility	10
14	Medical facility	10
15	(a) Please rate the attainment of programme outcomes (Has the objective of studying the chosen programme fulfilled?)	8
	(b) Please rate the attainment of course outcomes (Have the courses helped in gaining relevant knowledge?)	9
	Cleanliness and ambience in campus	10
16	Security arrangements	7
17	Hostel (Parents of Hostellers only):	
	(a) Accommodation & Amenities	8
	(b) Food	9
	(c) Security Arrangements	8

A. P. ...

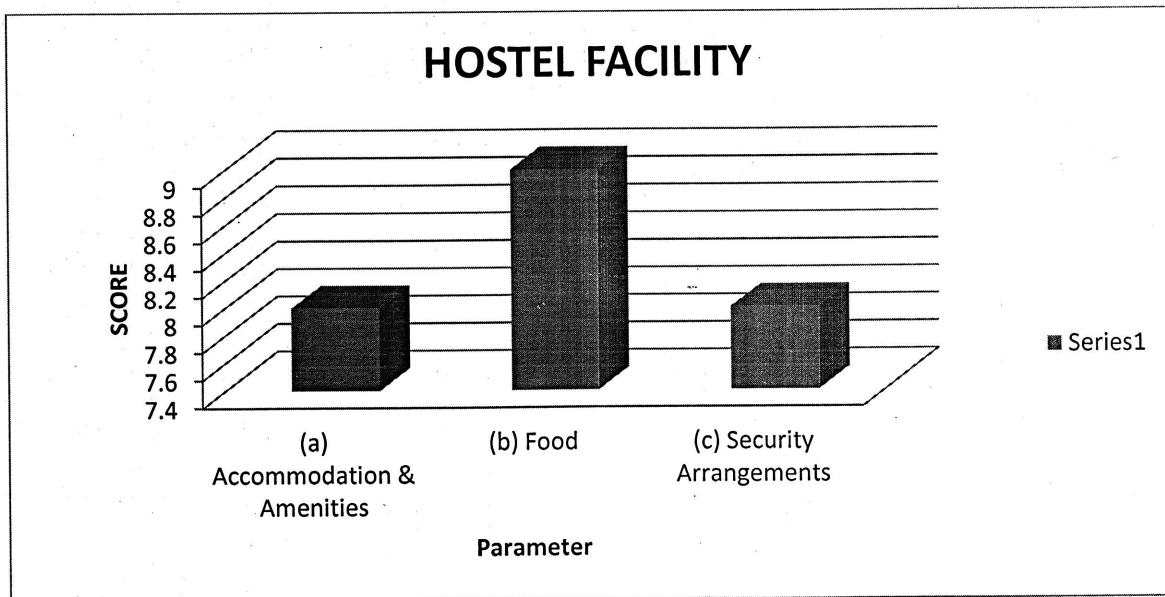


II. Analysis on Academic & Infrastructure Facilities :



III. Analysis on Hostel Facilities :

No. of parents responded : 5





Note: For calculating Average point, the following metrics shall be followed:

Excellent : 10; Very Good : 8; Good : 6; Satisfactory : 4; Not Satisfactory : 2.

IV. Other Salient Suggestions for Improvement: NIL

Head of Department
PROFESSOR & HEAD
Department of Commerce
B.S. Abdur Rahman
Crescent
Institute of Science & Technology
Vandalur, Chennai-600 048

Dean of School
DEAN
School of Social Science & Humanities
B.S. Abdur Rahman
Crescent
Institute of Science & Technology
Vandalur, Chennai-600 048.

Annexure 3: IQAC formation circular



PROC. NO. 160 : C1: 2019 DATED 25.01.2019

Sub: Re-Constitution of Internal Quality Assurance Cell – Reg.

Ref: Approval from Vice Chancellor dated 23.01.2019

The Internal Quality Assurance Cell is reconstituted with the following members. The duration of member status is for a period of three years from the date of appointment.

1	Prof. Sahol Hamid Bin Bakar, Vice Chancellor	Chairman
2	Mr. Abdul Qadir A. Rahman Buhari, Pro Chancellor	Member
3	Dr. A. Azad, Registrar	Member
4	Ms. Nikath M. Hamza, Director, HR / FTA/ PR	Member
5	Dr. M.S. Haji Sheik Mohammed, Dean, Acad. Affairs	Coordinator
6	Dr. R. Raja Prabu, Director, ARIA	Member
7	Dr. I Raja Mohamed, Dean, Research	Member
8	Major General Gurdeep Narang, Dean, Student Affairs	Member
9	Dr. M. Munir Ahamed Rabbani, COE	Member
10	Dr. S. Syed Mohamed Abdul Majeed, Director, Admissions	Member
11	Dr. N. Raja Hussain, Deputy Registrar (Admin)	Member
12	Mr. Shah Abdul Khader, Finance officer	Member
13	Mr. C.N. Suresh Babu, Student Coordinator	Member
14	Mr. V.N.A. Jalal, Sr. General Manager	Member
15	Dr. Vasanthi Padmanabhan, Dean SI	Member
16	Dr. A. Jaya, Dean (i/c), SCIMS & HOD, CA	Member
17	Dr. S. Kaja Mohideen, Dean. SECS	Member

18	Dr. S. Rasool Mohideen, Dean, SMS	Member
19	Dr. S. Kutti Rani, Dean SPCS	Member
20	Dr. K. Nilamudeen, Dean, CSL	Member
21	Dr. M. Vijaya Vara Prasad, Dean, CSP	Member
22	Dr. K. Srinivasan, Dean, Management Studies	Member
23	Dr. Ayub Khan Dawood, Dean SSSH	Member
24	Dr. S. Hemalatha, Dean, SLS	Member
25	Ar. G. Jayalakshmi, Dean, CSA	Member
26	Dr. P.S. Syed Masood Jamali, Dean. SAIS	Member
27	Mr. Seshadrinathan, President, Alumni Association	Member
28	Mr. PMJF Lion R. Tamil Selvan, Zone Chairman, Lions District	Member
29	Mr. Kevin Kumar, Director, EPMCR	Member
30	Dr. K. Vipinendran, Parent	Member
31	Ms. V. Niveditha, III year student, B.Tech. Biotechnology	Member

To
The above members
Copy to all HODs, Deans and Directors
Copy B1 – Section
Copy submitted to Vice Chancellor


REGISTRAR
25.1.19 
25/1

OFFICE OF DEAN (ACADEMIC AFFAIRS)12th February 2019**MINUTES OF THE MEETING OF
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 29th January 2019 at 11:00 a.m. at Seminar Hall – III, Convention Centre, B. S. Abdur Rahman Crescent Institute of Science & Technology.

- Agenda of the meeting:**
- 1) Minutes of previous meeting & Action Taken Report
 - 2) Curricular Aspects
 - 3) Teaching Learning and Evaluation
 - 4) Research, Consultancy and Extension
 - 5) Infrastructure and Learning Resources
 - 6) Student Support and Progression
 - 7) Governance, Leadership and Management
 - 8) Alumni connect
 - 9) Admission
 - 10) 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) & Coordinator - IQAC
4.	Dr. Nikath M Hamza	Director (HR /FT&D)
5.	Dr. I. Raja Mohamed	Dean (Academic Research)
6.	Dr. M. Munir Ahmed Rabbani	Controller of Examinations
7.	Dr. N. Raja Hussain	Deputy Registrar (Admin)
8.	Mr. V.N.A. Jalal	Senior General Manager
9.	Dr. A. Jaya	Dean (i/c) SCIMS & HOD, CA
10.	Dr. S. Rasool Mohideen	Dean, School of Mechanical Sciences

S.No.	Name	Designation
11.	Dr. S. Kutti Rani	Dean, School of Physical & Chemical Sciences
12.	Dr. Nilamudeen	Dean, Crescent School of Law
13.	Dr. Vijaya Vara Prasad	Dean, Crescent School Pharmacy
14.	Dr. Ayub Khan Dawood	Dean, School of Social Science and Humanities
15.	Dr. S. Hemalatha	Dean, School of Life Sciences
16.	Dr. P.S.Syed Masood Jamali	Dean, School of Arabic & Islamic Studies
17.	Mr. Shah Abdul Khader	Finance Officer
18.	Mr. C. N. Suresh Babu	Student Coordinator
19.	Mr. Kavin Kumar	Director, EPMCR
20.	Dr. K. Vipinendran	Parent
21.	Ms. V. Niveditha (Student)	III year student, B.Tech. Biotechnology

Special Invitees		
S.No.	Name	Designation
22.	Dr. T. Harinarayana	Director, Centre of Energy, Sponsored projects, Integrated Research and Consultancy (ESPIRAC),
23.	Dr. D. Easwaramoorthy	First year Coordinator

The meeting was chaired by the Vice Chancellor.

He presented the overview of the agenda of the meeting and sought the expert advice and suggestions of the members of the IQAC.

Vice Chancellor emphasized on the following:

- Improving the quality of Academic Evaluation system by preparing Automated Question paper from question bank.
- Setting key behavioural norms for Administrative heads viz. HODs, School Deans and Directors of various Centers.
- Evaluation of Key behavioural indicators of Heads of Departments /Schools / Divisions by teaching staff/ supporting staff.
- Conduct of Performance Assurance Audit by introducing Dash Board Concept.
- Inculcating best practices followed in IIT's in Crescent.

He also emphasized that based on the feedback of students; actions were taken to improve the academic system & hospitality measures.

The Dean, Academic Affairs presented the detailed agenda and facilitated the deliberations.

The salient deliberations of the meeting are as follows:

1) Minutes of previous meeting & Action Taken Report:

- The minutes of the previous IQAC meeting which was held on **14TH AUGUST 2018** was confirmed. The action taken report on the same was also deliberated and approved.

2) Curricular Aspects:

- **New Programmes proposed in the academic year 2019-20 – reg.**

Note on Agenda:

Introduction of new programmes viz. BA LLB (Hons), BCA (Multimedia and Web Application Development), B.Com.(Hons), BBA(General), BBA (Entrepreneurship & Family Business), B.A. English (Hons), M.Tech. Avionics and PGDM from the academic year 2019-20.

Discussion:

- Dean, AA informed that the curriculum and syllabi of proposed new programmes shall be deliberated in the respective Board of Studies to facilitate approval from academic council. He also stressed that respective HOD's / Dean of School shall ensure sending communication to UGC through office of Registrar for approval and subsequent follow up of the same.
- **Dr. K. Vipinendran** suggested to verify if M.Tech (by Research) is an approved nomenclature of AICTE.
- Registrar suggested that instead of M.Tech (By Research), integrated Ph.D programme can be thought of by integrating M.Tech. (By Research) / M.Sc degree with Ph.D.
- Mr.Kavin Kumar suggested introducing customized industry sponsored programmes as per the requirement of companies. He cited the working model exist between L & T and IIT Madras to offer M.Tech Programme in Construction Management. He also mentioned that industry people will not be interested in research oriented degree.

Resolution:

- The members approved the starting of above programmes from the academic year 2019-20.

➤ **Revision of curriculum and syllabus – Conduct of Board of Studies Dec. 2018 & Jan. 2019: A brief report**

Note on Agenda:

- Conducting board of studies of departments / schools during Dec. 2018 – Jan. 2019 to fine tune curriculum & syllabi and deliberating other academic matters.
- To explore the possibilities of implementing AICTE model Curriculum (for AICTE approved programmes) from the academic year 2019-20

Discussion:

- **Dr. K. Vipinendran** suggested implementing AICTE model curriculum from the academic year 2019-20 for the programmes coming under AICTE ambit.
- He also insisted to follow the frame work given by AICTE and introduce grading system with O, A+++ , A++ , etc. **Dr. K. Vipinendran** also suggested enrollment of courses by students through online to showcase the spirit of implementation of CBCS.
- Dean, AA mentioned that major revisions in curriculum & syllabi of all B.Tech. programmes were done during June 2017 and revision of the same after two years will lead to practical problems. COE pointed out the intricacies involved in conduct of examinations due to frequent change of curriculum.

Resolution:

After deliberations, it is suggested to explore the possibilities of implementing AICTE model curriculum (for AICTE approved programmes) from the academic year 2019-20.

➤ **Conduct of Value added courses in the Even Semester 2018-19 - reg.**

Note on Agenda:

To consider and deliberate the value added programmes offered / proposed by various departments / Schools in the even semester 2018-19 viz. Internet of Things, Data Science, Artificial Intelligence, Service Robotics, Industrial Robotics, Deep Learning, 3D Studio Max Training Programme, Student Pilot License, Cabin Crew Management, Ground Handling, Flight Dispatcher etc.

Resolution:

- After deliberations, the IQAC endorsed the conduct of above value added courses.

➤ **Offering Social Entrepreneurship Course - Wadhvani Foundation syllabus - Odd Semester 2018-19: Status Report**

Note on Agenda:

The course “Social Entrepreneurship” was offered to B.Tech. students as per Wadhvani Foundation – NEN syllabus in the odd semester 2018-19. In the current semester, “Advanced Entrepreneurship” course is offered to students as per WF-NEN.

Discussion:

- Dean, Academic Affairs mentioned that Advanced Entrepreneurship course is currently offered to students of final year B.Tech. The faculty members Dr. L. Shakeera, Assistant Professor, CSE and Mr. Sathish Prabhu, Assistant Professor, ECE attended the one week training programme on various modules of “Advanced Entrepreneurship” organized by M/s. Wadhvani Foundation during Jan. 2019 at Bangalore.
- Mr.Kavin Kumar suggested that the students should be given case study based assignments and can be given an opportunity to go for one week internship to complete the assignment.

Resolution:

IQAC noted and appreciated the efforts taken by the Institution to promote Entrepreneurship among student community.

3 Teaching Learning and Evaluation

➤ **Result Analysis - Odd semester 2018-19 – reg.**

Note on Agenda:

The Result Analysis for the Odd semester 2018-19 is prepared and presented for deliberations.

Discussion:

- The members suggested that Deans of individual departments shall perform a holistic analysis of result and come out with suggestions for improvement.

➤ **Courses with less percentage of result: Odd semester 2018-19 - Root Cause Analysis and Action Plan**

Note on Agenda:

Root cause analysis for the courses with poor performance of result was obtained department / school wise (Odd semester 2018-19) for holistic analysis.

Discussion:

- Dean, AA mentioned that root cause analysis report was obtained from faculty members in the courses with less percentage of results. The causes and the remedial measures were also identified. The suggested remedial measures shall be implemented in the subsequent semester for improvement.
- Dean, AA also informed that revised root cause analysis form with emphasis on “effect of previous remedial measures on the current result” was circulated to Departments / schools. This will enable the faculty member / Heads of departments to analyse the current result better.

➤ **MOOC – Students and Faculty Registration – Odd semester 2018-19 - Progress report – reg.**

Note on Agenda

A brief report was presented on the MOOC Courses enrolled by the Students and Faculty in the Odd Semester 2018-19.

Discussion:

- **Dr. K. Vipinendran** suggested that the AICTE has permitted the students to undergo up to 20% of the courses as MOOC courses.

Resolution:

- The result analysis for the odd semester 2018-19 and subsequent root cause analysis in the courses with less percentage of result is noted. The holistic analysis of result by respective HODs / School Deans is stressed.
- The IQAC members noted the efforts by the Institution in promoting MOOC courses by students and faculty.
- It is also suggested to increase the credit transfer limit for MOOC courses from 6 credits to 12 credits in the existing U.G. and P.G. regulations wherever applicable.

➤ **Academic Monitoring – Class room Monitoring - Internal Audit of Departments - Question Paper Auditing – Suggestions for improvement**

Note on Agenda:

To deliberate on the existing academic monitoring activities viz. Class room inspection, internal audit of departments, question paper auditing etc. and inviting suggestions for improvement.

Discussion:

- Dean, Academic Affairs mentioned the various features of Academic Monitoring system Viz. Class room Monitoring, Internal Audit of Departments and Question Paper Auditing etc.
- The members suggested that more steps can be taken to prevent loitering of students in the campus during the working hours.

Resolution:

IQAC appreciated the efforts taken so far in this regard and noted the salient features.

4) Research, Consultancy and Extension

➤ **Review on research activities – Odd Semester 2018-19**

Note on Agenda:

The Institute admitted 14 Ph.D. scholars in January 2019 session. 26 Scholars were awarded doctoral degree in the 2018 convocation. Also 10 scholars have submitted their thesis in the last semester. The Institution also published 103 papers in International journals and 25 papers in national Journals.

Discussion:

- Dean, Research, presented the salient statistics of research publication during the odd semester 2018-19.
- Dean, Research informed that a standard operating procedure has been introduced to the research scholars to facilitate publication in peer reviewed journals and to help them to identify predatory journals.
- The members suggested to motivate the scholars to do application oriented research work.

Resolution:

The research progress in terms of publication in International Journal, National Journal and National Conference during the odd semester 2018-19 is noted.

➤ **Review on Sponsored Research & Consultancy – Odd Semester 2018-19**

Note on Agenda:

The Institute has submitted 50 proposals to various Government agencies of worth Rs. 23 Crore.

Discussion:

Consultancy and testing works done by various department/ school; and completed / ongoing funded projects for Government agencies / Industry was presented.

- Mr.Kavin Kumar suggested that the faculty members can be motivated to submit proposal for funding in International agencies like Newton funding and Indo-US fund etc.

- **Resolution:**

IQAC noted the progress of Institution in terms of sponsored research, and consultancy.

➤ **Extension activities of societal importance – progress review - reg.**

Note on Agenda:

The Institution has adopted six villages namely kattur, Karasangal, Vembudu, Manimangalam, Arungal, and Keerapakkam under Unnath Bharath Abiyan scheme of Govt. of India. Preliminary field visits have been completed in these adopted villages.

Discussion:

The members suggested to make the students to get involved in societal activities and focus their research work on application oriented research of societal importance.

Resolution:

The agenda item is noted.

5) Infrastructure and Learning Resources

➤ **Infrastructure development - Odd Semester 2018-19: Report.**

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, IQAC noted the infrastructure facility created and maintenance work carried out during the odd semester 2018-19.

- **Proposed Infrastructure facilities: Academic block - Chancellory Block – Workers’ Camp – Parents’ Resting facility – Progress Report**

Discussion:

- The progress made in the construction of Academic block - Chancellory Block was presented.
- It was also informed that construction of new workers camp and parents resting facility using GFRG panels technique is in progress. Civil Engineering department was granted Rs. 53 Lakh in this regard under internal funding project.

Resolution:

IQAC appreciated the Institutions support for implementing innovative construction methods and noted the progress made.

- **Learning resources: Crescent Centre for Teaching Learning – progress report**

Note on Agenda:

A new centre named Crescent Centre for Teaching Learning is established to facilitate the faculty members to make video lectures. Around 25 short videos have been recorded since inception.

Discussion:

Dean, Academic Affairs stated that **Crescent Centre for Teaching Learning** was created during December 2018 to facilitate promotion and innovation of Teaching and Learning process and recording of video lecture by faculty members.

Resolution:

IQAC highly appreciated the creation of Centre for Teaching and learning and noted the progress.

- **Ulektz – Learning Management System Implementation – Progress**

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).

Discussion:

Dean, AA mentioned the implementation of learning management system in all the departments to facilitate effective teaching learning process.

Resolution:

The implementation of Ulektz – Learning Management System across institution is noted.

- **Offering software training to students – IIT Bombay (Spoken Tutorials):
Status Report**

Note on Agenda:

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.

Discussion:

Dean, AA stated that in the current semester 1241 students have enrolled in 12 courses.

Resolution:

IQAC acknowledged the efforts of the institution in implementing FOSS courses across various disciplines of study.

6) Student Support and Progression

➤ **Establishment of Crescent Innovation and Incubation Cell – Brief report**

Note on Agenda:

Crescent Innovation and incubation council (with 23,000 Sqft) has been created.

Around Rs. 40 Lakh has been spend for facelift, interior works and recording studio (9,000 Sqft).

Discussion:

A report was presented on the recent activities of CIIC. Dean, AA mentioned that the Institute has been recently recommended for a funding of Rs.1.8 Crore under Bio Incubator Grant (Bio Nest - BIRAC) for the proposal submitted by School of Life Sciences in association with CIIC.

Resolution:

IQAC noted establishment of Crescent Innovation and Incubation Cell and its progress.

➤ **Students support system: Appointment of Proctors – Other disciplinary measures – reg.**

Note on Agenda:

To inculcate discipline among the students, proctors were identified among faculty members and supporting staff. The proctors will go around the campus at regular intervals and at time of need; and facilitate maintaining discipline inside the campus.

The following additional facilities are proposed to enhance students support system in the campus:

- Stationery shop and printing shop to be further improved.
- More variety of foods in the canteen.

- Improvement and quality control in the food outlets at Banyan Tree and First year students canteen.
- Opening of more food outlets.

Mr. Kavin Kumar suggested to announce some awards for the students who dress professionally.

Resolution:

The agenda item is noted.

➤ **Slow Learners & Advanced Learners: Existing Mechanisms – Suggestion for improvement**

Note on Agenda:

To encourage and support slow learners, peer assisted learning and provision for redo the courses is offered. For advanced learners, the students can pre do the courses and also take up value added courses.

Discussion:

- Mr. Kavin Kumar suggested to set different level of question papers for different grade students and also set a maximum grade (ex: E grade) for students who attend easy level question paper

Resolution:

After deliberations, the agenda item is noted.

7) Governance, Leadership and Management

➤ **Automation of Administrative process (TCSion): Progress during Odd Semester 2018-19 – reg.**

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, AA briefed the IQAC members about the progress made in the various modules of TCS ion automation process.

Resolution:

After deliberations, the progress made in the automation of academic and administrative process is noted.

8) Alumni connect

- **Events organized in last calendar year 2018 – Report**
- **Proposed events for the calendar year 2019**

Note on Agenda:

- Institute signed an agreement with Alma Connect platform.
- More than 4000 alumni are connected in this platform. The objective is to connect the outgoing students with the alumni department wise.

Alumni reunion event - Hangout meeting held on 22 December 2018 at Le Royal Meridian Hotel, Chennai. 170 alumni attended the event; 24 alumni were honoured with outstanding alumni award in this event.

Discussion:

- A brief report was presented on the alumni events organized in the calendar year 2018 and proposed events for the calendar year 2019

Resolution:

IQAC noted the progress made in the Alumni connect during the odd semester 2018-19.

9) Admission

- **Admission strategies for the academic year 2019-20: Intake of Diversified & Foreign Students - Suggestions**

Note on Agenda:

Director, Admissions elaborated the various activities initiated to improve the admission intake in the academic year 2019-20. The various activities are:

- 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:

Dr. K. Vipinendran and Mr. Kavin Kumar emphasized the involvement of Alumni network in branding and creating visibility of the Institution.

Resolution:

The above agenda item is noted.

Any other item

Registrar thanked the members of IQAC for their august presence and valuable suggestions.



Dr. M.S. Haji Sheik Mohammed
Dean, Academic Affairs
Coordinator, IQAC

Annexure 5 : Sample Feedback Forms

PARENTS FEEDBACK FORM

Date:

B.S. Abdur Rahman Crescent Institute of Science & Technology is constantly striving for all round improvement in teaching and learning process, in order to provide maximum benefit of resources to the students. The parents and guardians of our students are main stakeholders of the Institution system and we value your feedback to improve the services offered at the Institution. Kindly fill up the following and hand it over to the Class Advisor / Faculty Advisor. This will help us to serve you better.

Name of the Parent: <u>M.K.M. Sheik Sulaiman</u>	
Address: <u>447/1, New street, Seydunaganallur, Tirunelveli.</u>	
Email ID: <u>mabathoom98@gmail.com</u>	Mobile No.: <u>8940063566</u>
Name of the Student: <u>Mabathoom Ibrahim</u>	RRN: <u>156011601042</u>
Program/Branch of Study: <u>B.Tech / CIVIL</u>	
Year: <u>1st year</u>	

S.No.	Description	Excellent	Very Good	Good	Satisfactory	Not Satisfactory
1	Cleanliness and ambience in campus		✓			
2	Quality of teaching		✓			
3	Examination & evaluation system		✓			
4	Laboratory facilities	✓				
5	Value added courses offered in the Department / School		✓			
6	Organizing guest lectures	✓				
7	Field trip arrangements			✓		
8	Industry Internship (Industry Training)		✓			
9	Student amenities (Library, Wi-Fi/ Internet, etc)	✓				
10	Sports & Cultural activities		✓			
11	Effectiveness of training for placement		✓			
12	Canteen facilities			✓		
13	Transport facility			✓		
14	Medical facility		✓			
15	(a) Please rate the attainment of programme outcomes (Has the objective of studying the chosen programme fulfilled?)					
	(b) Please rate the attainment of course outcomes (Have the courses helped in gaining relevant knowledge?)					
16	Security arrangements	✓				
17	Hostel (Parents of Hostellers only):					
	(a) Accommodation & Amenities					
	(b) Food					
	(c) Security Arrangements					

Note: Please put (✓) in the relevant box.

Suggestions/Remarks if any:


 Name & Signature of Class Advisor


 Name & Signature of Parent

PARENTS FEEDBACK FORM

Date:

B.S. Abdur Rahman Crescent Institute of Science & Technology is constantly striving for all round improvement in teaching and learning process, in order to provide maximum benefit of resources to the students. The parents and guardians of our students are main stakeholders of the Institution system and we value your feedback to improve the services offered at the Institution. Kindly fill up the following and hand it over to the Class Advisor / Faculty Advisor. This will help us to serve you better.

Name of the Parent: <u>S. KANNIYAMMAL</u>	
Address: <u>47/5 E.V.R PERIYAR STREET, SADHANANDHAPURAM PERUNGALATHUR.</u>	
Email ID:	Mobile No.: <u>8939591835</u>
Name of the Student: <u>S. ADITHYAN</u>	RRN: <u>181291601003</u>
Program/Branch of Study: <u>B.COM(GENERAL)</u>	
Year: <u>2019</u>	

S.No.	Description	Excellent	Very Good	Good	Satisfactory	Not Satisfactory
1	Cleanliness and ambience in campus	✓				
2	Quality of teaching		✓			
3	Examination & evaluation system	✓				
4	Laboratory facilities		✓			
5	Value added courses offered in the Department / School			✓		
6	Organizing guest lectures		✓		✓	
7	Field trip arrangements			✓		
8	Industry Internship (Industry Training)				✓	
9	Student amenities (Library, Wi-Fi/ Internet, etc)		✓			
10	Sports & Cultural activities	✓				
11	Effectiveness of training for placement		✓			
12	Canteen facilities		✓			
13	Transport facility			✓		
14	Medical facility		✓			
15	(a) Please rate the attainment of programme outcomes (Has the objective of studying the chosen programme fulfilled?)		✓			
	(b) Please rate the attainment of course outcomes (Have the courses helped in gaining relevant knowledge?)			✓		
16	Security arrangements	✓				
17	Hostel (Parents of Hostellers only):					
	(a) Accommodation & Amenities					
	(b) Food					
	(c) Security Arrangements					

Note: Please put (✓) in the relevant box.

Suggestions/Remarks if any:

[Handwritten Signature]

[Handwritten Signature (brother)]