

Office of Director (IQAC)

Lr. No. 15 / Director (IQAC) / 2021

Date: 30.01.2021

Internal Quality Assurance Cell (IQAC)

Minutes of 13th IQAC Committee Meeting

Date & Time : 30.12.2020 & 11 a.m.

Mode of Meeting : Online (Google Meet)

Meeting called to order at 11 a.m. by Chairman **Dr. A.Peer Mohamed**, Vice Chancellor.

The Vice Chancellor welcomed the members of the IQAC committee.

Members attended the meeting

- ❖ Dr. A. Peer Mohamed, Vice Chancellor
- ❖ Dr.A.Azad, Registrar
- ❖ Mr.V.N.A.Jalal, Sr.General Manager
- ❖ Dr.N.RajaHussain, Deputy Registrar
- ❖ Mr.Shah Abdul Kadher, Finance Officer
- ❖ Dr.M.S.Haji Sheik Mohammed, Dean, Academic Affairs
- ❖ Dr. S.S.M. Abdul Majeed Director, Admissions
- ❖ Dr.S.Kaja Mohideen, Director, PG Admissions
- ❖ Dr. M. Munir Ahamed Rabbani Controller of Examinations
- ❖ Dr.I.Raja Mohammed, Dean, Research
- ❖ Dr.S.RasoolMohideen, Dean, SMS
- ❖ Dr.VasanthiPadmanabhan, Dean, SOI
- ❖ Dr.K.Srinivasan, Dean, Management Studies
- ❖ Dr.M.Vijaya Vara Prasad Dean, CSP
- ❖ Dr.KarthikeyanRamalingham, Dean, Student Affairs

- ❖ Dr.X.ArputhaRathina, Associate Professor/ CSE
- ❖ Ms.S.SyedRafiammal, AP/ECE, Sr.Grade
- ❖ Mr. R. Tamil Selvan, Zone Chairman, PMJF Lion, Lions District
- ❖ Mr. K.N. Karthick Balan, Assistant Vice President, Group Technology Infrastructure, Deutsche Bank
- ❖ Mr. R. Bhaskar, Business Partner, SAICAD Centre
- ❖ Mr. Kavin Kumar Director, EPMCR, Chennai.
- ❖ Dr. K. Vipinendran, Parent
- ❖ Dr. A. Abudhahir, Director (IQAC)

Members who could not attend the meeting

- ❖ Mr. Abdul Qadir A. Rahman Buhari Pro Chancellor
- ❖ Mr. Varshan Mohan III year Student, B.Tech, EIE

13.2: Approval of the Agenda of the 13th meeting

The committee approved the agenda of the 13th meeting of IQAC.

13.3: Confirmation of minutes of the 12th Meeting of IQAC

Vice Chancellor presented the previous minutes of IQAC meeting to the members of the IQAC committee.

The committee approved the minutes of the previous minutes of IQAC meeting.

The minutes of the 12th meeting of IQAC is enclosed as Annexure.

13.4: Review of the Action Taken Report (ATR) in respect of the 12th Meeting of IQAC

Vice Chancellor presented the action taken report in respect of the minutes of previous IQAC meeting.

The committee noted and appreciated.

The action taken report is enclosed as Annexure.

13.5: Student Interim Feedback

Discussion

Dean (Academic Affairs) presented the analysis of Level I and Level II student feedback.

The feedback parameters are formalized based on the following :

- Online theory
- Course materials
- Assessments/Assignments
- Encouragement by Teacher

The feedback collected through online was consolidated on a scale of 10 out of which 90% of the students gave a positive feedback to most of the courses. The committee noted and appreciated.

The detailed report is enclosed as Annexure.

13.6: Faculty Feedback on Curriculum

Discussion

In connection with the major curriculum revision 2021, feedback was collected from faculty based on the following criteria. About 120 faculty members from 11 departments participated in the survey.

The feedback was analyzed based on the following criteria

- Complete alignment with AICTE model curriculum/ Adopting best practices of AICTE model curriculum.
- Changes in existing credit range/ credit range as per AICTE guidelines
- Syllabus to be framed in line with National Educational Policy.
- Credit limit for moving to higher semester etc

Dean (Academic Affairs) presented the analysis of the feedback and summarised. The members noted and appreciated.

The detailed report is enclosed as Annexure.

13.7: Student Feedback on Curriculum

Discussion

Around 207 students submitted their responses through online.

Dr.Vipinendran Parent cum Academician appreciated the feedback process.

Mr.Kavin Kumar insisted that assessment questions must be application oriented. Also, he specified that the higher difficulty level questions must be given to train students.

Mr.Kavin Kumar further suggested that industrial internship must be included into curriculum.

Mr.R.Bhaskar mentioned that there is a big gap between faculty vs. students feedback; also suggested that there must be a link between the college and industries; students should be molded to solve real time problems which are the actual need of the industries; automotive components are of huge requirements, all the requirements must be complied.

Vice Chancellor suggested that feedback received from industries shall be considered seriously and the gap between the syllabus and outcome should be verified.

The detailed report is enclosed as Annexure.

Recommendation(s)

DAAC and EAAC reports of various departments shall be analysed to ensure the relevance of the course outcomes and assessment.

13.8: Student Satisfaction Survey (SSS)

Discussion

Student Satisfaction Survey (SSS) was conducted based on the questionnaire given by NAAC. The Survey was carried out using Moodle based Crescent LMS, for the entire population of the university in which 2278 of the students (about 31%) have responded to the questionnaire. The analysis was carried out on institute level, school level and program level and presented by Director (IQAC). Out of 23 questions, there are 22 closed end questions and 1 open end question.

Senior General Manager suggested that sports related questions may also be included in the SSS. **Director (IQAC)** explained that the SSS is conducted for teaching, learning and evaluation process. **Vice Chancellor** also mentioned this is conducted based on the NAAC guidelines.

Mr.Kavin Kumar insisted that emotional growth of the students is also for the holistic role that is the Happiness index which must also be measured along with the teaching learning. Faculty survey may also be conducted to assess the quality of online Teaching-Learning process.

Director (IQAC) said that definitely in future separate questionnaire will be framed exclusively for the faculty and students happiness index.

Dr.Vipenendran Parent and Academician said that Emotional Intelligence of the students and Faculty survey should be brought into practice in crescent campus; he also said that emotional intelligence club may be established for the students to organize/conduct workshops, to mould the students. **Vice Chancellor** welcomed the suggestion.

Mr.R.Bhaskar said that field visits shall be organized. In addition to industrial affiliate faculties, candidates with industrial experience shall be recruited as regular faculty members.

Vice Chancellor said that we already have affiliated faculty from industries which can be made more effective. Industrial problems shall be given in each course enhanced and also suggested that every subject can be given a industry based problem.

Dean (School of Mechanics) said the problems based learning is already in practice, and the same shall be developed based on industrial needs.

The committee appreciated the analysis and inferences.

The details are given as Annexure.

Recommendation(s)

- Faculty survey shall be conducted.
- Index may be developed to measure the student happiness.
- Survey may be conducted for infrastructure and co-curricular activities.

13.9: Admission Statistics

Discussion

Director (Admissions) presented the Admission Statistics for the AY 2020-21 and arrived the inferences by analyzing the same with following previous two year data.

1. Demand Ratio (minimum 10:1)
2. Admission percentage (100%)
3. Admission quality (above 80% is eligible for exam)
4. Regional diversity (minimum 30%)
5. Gender diversity (minimum 40%)

Director (Admissions) requested the august gathering to share their views. **Senior General Manager** said that 10,000 applications were sold. **Director (IQAC)** suggested that the demand ratio must be improved. Also, he suggested that improving student diversity will improve the overall quality of the Institution.

Director (Admissions) said that the achievable is 40% in next year. As per the NIRF recommendation, the regional diversity required is 89-90% . **Director (Admissions)** also mentioned that the admissions can be improved through digital marketing.

Dr.Vipinendran mentioned that providing scholarships for girl students and north east students will improve admission quality & diversity.

Senior General Manager mentioned that the architecture department has a gender diversity of 50%-50%. He suggested that similarly arts programmes shall aim for a 50%-50% for a better diversity.

Mr.R.Bhaskar conveyed that production and manufacturing industry employ women from mechanical/automobile departments.

Dr.Vipinendran also suggested sending messages about scholarships to all alumni of the college as marketing initiatives.

Mr.Kavin Kumar mentioned to conduct outreach programmes. **Director (Admission)** said that already many programs have been conducted including puthiyathalamurai channel.

Dr.Vipinendran conveyed that advertisements should be circulated as early as possible.

Mr.R.TamilSelvan told to concentrate on 10th and 11th standard students from the month of January to improve the quality of admissions.

The members appreciated the efforts made by the Director (Admissions) during the Pandemic situation.

The details are given in Annexure.

Recommendation(s)

Measures shall be taken to improve the demand ratio and diversity.

13.10: Placement & Higher studies statistics

Discussion

Director (Placement) briefed a report on the placement activities for the even semester AY 2020-21. In his presentation, he highlighted a on date 181 companies have visited. He also discussed the various events conducted to enrich the capabilities of students to place all the eligible students.

Dr.Vipenendran asked whether the placement department follows any particular strategy for the students to get directly placed in Dubai.

Director (Placement) told 18 students got internships in Bangalore from where they got placement in Taiwan.

Dr.Vipenendran Parent and Academician suggested leveraging the alumni in Dubai to get connections where they started hiring fresher with a high pay.

The details are given in Annexure.

Recommendation(s)

Better strategies may be devised to improve both the quality and percentage of placement.

13.11: Tentative Agenda Items for quarterly IQAC meetings

Discussion

Director (IQAC) presented the tentative agenda items to be discussed in the quarterly meeting of the IQAC.

The agenda items of the various meeting are given below :



| Meeting 1 (Sep) | Meeting 2 (Dec) | Meeting 3 (Mar) | Meeting 4 (Jun) |
|---|---|--|--|
| Student Enrolment and Profile Catering to Student Diversity Teaching-Learning Process Teacher Profile and Quality Evaluation Process and Reforms Student Performance and Learning Outcomes Student Satisfaction Survey Student Support Student Progression Student Participation and Activities Alumni Engagement | Promotion of Research and Facilities Resource Mobilization for Research Innovation Ecosystem Research Publications and Awards Consultancy Collaboration Extension Activities Institutional Values and Social Responsibilities Best Practices Institutional Distinctiveness | Curriculum Design and Development Academic Flexibility Curriculum Enrichment Feedback System and Analysis Minutes of BOS Summary of statutory committee meetings (Academic council, Board of Management, Planning and Monitoring and Finance Committee) | Physical Facilities Library as a Learning Resource IT Infrastructure Maintenance of Campus Infrastructure Institutional Vision and Leadership Strategy Development and Deployment Faculty Empowerment Strategies Financial Management and Resource Mobilization Internal Quality Assurance System (IQAS) |

| 01 Last week of September | 02 Last week of December | 03 Last week of March | 04 Last week of June |
|--|---|---|---|
| <ul style="list-style-type: none"> • Academic Audit Reports • Annual Quality Assurance Report (AQAR) | <ul style="list-style-type: none"> • Administrative Audit Reports • Examination Audit Reports | <ul style="list-style-type: none"> • Faculty performance appraisal • Department evaluative report (few) | <ul style="list-style-type: none"> • Plan of Action and achievements • Department evaluative report (few) |

The committee appreciated the new proposal of conducting the IQAC meetings.

13.12: Office of Director (Accreditation & Ranking)

Discussion

Director (IQAC) presented the rankings and accreditations achieved by the Institution, since last IQAC meeting.

- ❖ QS Rank : 551-600 band
- ❖ NIRF: 123 rank in overall Engineering category
- ❖ NIRF: 151-200 band in University category
- ❖ ARIIA: 6-25 band.

The committee noted and appreciated.

13.13: Minutes of Eighth Meeting of Planning and Monitoring Board

The committee noted the Minutes of 8th meeting of Planning and Monitoring Board. Enclosed as Annexure.

13.14: Minutes of 40th Meeting of Research Board

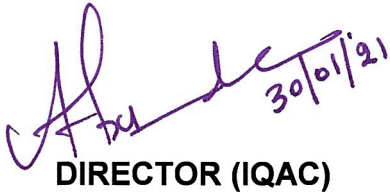
The committee noted the Minutes of 40th meeting of Research Board. Enclosed as Annexure.

13.15: Minutes of 15th Meeting of Academic Council

The committee noted the Minutes of 15th meeting of Academic Council.
Enclosed as Annexure.

13.16: Any Other Item with the Permission of the Chair

NIL

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30/01/21

DIRECTOR (IQAC)

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30-1-21

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