



Minutes of the Second IQAC Meet for the Academic Year 2023-24

The Second IQAC Meet for the academic year 2023-24 took place in the Syndicate Room, Manonmaniam Sundaranar University, on 29th November 2023 at 3.00 p.m.

Members Present:

Prof. Dr N. Chandrasekar, Vice-Chancellor (in the Chair)

1. Prof. S. Prabahar, Registrar i/c
2. Prof. B. William Dharma Raja, Director, IQAC
3. Prof. R. Kala, Department of Mathematics
4. Prof. G. Annadurai, Controller of Examinations i/c.,
5. Prof. A. Suruliandi, Head, Department of Computer Science and Engineering
6. Prof. V. Samuel Gnana Prakash, Head, CMST
7. Prof. B. Sundarakannan, Head, Department of Physics
8. Prof. N. Rajalingam, Dept. of Management Studies
9. Dr S. Sethu, Assistant Professor, Department of Phy. Edu. & Sports
10. Dr V. Sabarinathan, Assistant Professor, Department of Physics
11. Dr B. Maheswari, Assistant Professor, Department of Business Administration,
Ayya Nadar Janaki Ammal College, Sivakasi
12. Mrs B. Vallinayagi, Deputy Registrar
13. Dr S. Saravanan, Alumnus, Department of Geo-technology
14. Mr N. Suman, Manager, Project Implementation, ICT ACT
15. Prof. S. Madhavan, Dept. of Management Studies (Special Invitee)

Members-in-absentia:

1. Dr P. Balasubramanian, Librarian
2. Mrs S. Kala Devi, Assistant Registrar
3. Mr S. Shangaralingam, Chairman & MD, Menaka Card (P) Ltd.
4. Prof. C. Kannan, Head, Department of Pharmaceutical Chemistry (Special Invitee)

Prof. Dr N. Chandrasekar, Chairman of IQAC greeted the IQAC members and asked Prof. B. William Dharma Raja, Director, IQAC to present the agenda for discussion.

Prof. B. William Dharma Raja, Director of IQAC, reported the following six items.

1. **Personal Data:** 90 teachers have uploaded their personal data to the Epaathsala portal, and 19 teachers have yet to start.
2. **Department Data:** 15 departments have uploaded, and 13 departments have yet to upload.
3. **Students Satisfaction Survey (SSS) 2022-23:** more than 40% have responded
4. **Status of Feedback:** Feedback from 126 Students, 93 Parents, 72 Alumni, 39 Teachers, and 3 Employers
5. **Academic Audit Report:** Academic Audit Reports for 24 departments have been received, and the reports of three Departments, namely Chemistry, Commerce and Physics, are to be submitted.
6. **Administrative Audit:** Administrative Audit for the AY 2022-23 is going on for 23 sections.

Discussions and Decisions:

The Director, IQAC presented the following agenda items to the house for taking decision:

Action Taken Report

1. Green Practices
2. Functionalizing the MoUs
3. Translatable research projects to benefit society
4. Promoting Entrepreneurship cell
5. To motivate teachers for research publications with high-impact factor

The **Director, IQAC** elaborated on the action taken report on the minutes of the previous meeting.

The actions performed on the first IQAC meeting minutes for the AY 2023-24 were:

a] Standard Operating Procedures:

The Director, IQAC informed that the Standard Operating Procedure (SOP) has been received from the Committee.

b] Preparation of Policies of Research:

The Director, IQAC said that the Convenor of the Committee informed that the Committee of the preparation of Policies of Research, met for two days and discussed the possible policy, and also compiled them and attached the preliminary draft.

c] Policy details of systems and procedures for maintaining and utilizing physical, academic, and support facilities:

The Director, IQAC said that the Office Order was sent to the Convenor & Members to convene a meeting on a suitable date for framing the policy and submitting the report.

d] Recommendation of Journal for Inclusion in the UGC-CARE list

The Director, IQAC said that the Head of Management Studies replied that as per the opinion of the faculty members of the Department of Management Studies, the journal could be recommended to be included in the UGC-CARE list.

Decision taken:

0.1. It is decided to recommend the XIBA Business Review Journal to the UGC for inclusion in the CARE list.

ITEM 1: Green Practices

The Director IQAC has explained about the following Green Practices:

1. Waste pickup & recycle
2. Wastewater treatment/recycling
3. Rainwater harvesting
4. Composting
5. Green energy

Prof. A. Suruliandi, Member, IQAC, informed us that the composting facility is available in the Department of Biotechnology.

Dr Sethu, Member, IQAC, suggested taking geo-tagged photographs of the ponds near the Department of English.

The Director, IQAC briefed about Metric No. 7.1.2 of NAAC Criteria (Solar Energy, Bio-gas, wheeling to the grid) and suggested installing sensor-based energy conservation at least in the Administrative Block.

Dr V. Sabarinathan and Dr S. Sethu suggested making a sensor-based light and water flow facility in the restrooms.

Prof. A. Suruliandi, Member, IQAC, suggested fitting LED bulbs when bulbs/tube lights are repaired.

The Director, IQAC briefed about Metric No. 7.1.6 of NAAC Criteria (Green Audit, Energy Audit, Clean & Green campus initiatives).

Decision taken:

1.1. It has been decided to replace bulbs/tube lights with LED bulbs at the repair time.

ITEM 2: Functionalizing the MoUs

The Director, IQAC informed that above 40 functional MoUs required to get total scores for the metric No.3.7.1 (Number of functional MoUs /linkage with institutions/ industries in India and abroad)

The Chairman, IQAC, instructed to activate all MoUs.

Dr Sethu suggested that all the Departments initiate the MoUs with the Industries for the students attending the Internship.

Decision taken:

2.1. It is decided that the activities based on all the MoUs, including MoUs for internships, will be collected from the Departments.

ITEM 3: Translatable Research Projects to Benefit the Society

The Chairman, IQAC suggested asking Prof. Sudhakar, Prof. V. Samuel Gnana Prakash and Prof. C. Kannan for their project for translatable research projects to benefit society.

Decision taken:

3.1. It is decided that Prof. Sudhakar, Prof. V. Samuel Gnana Prakash and Prof. C. Kannan have to be requested to provide their project details.

ITEM 4: Promoting Entrepreneurship Cell

The Director, IQAC explained the NAAC Metric No. 5.1.3 (capacity development and skills enhancement initiatives) and the importance of self-employment and entrepreneurial skills.

ITEM 5: To Motivate Teachers for Research Publications with High Impact Factor

The Director, IQAC explained the NAAC Metric No. 3.1.2, 3.1.3, 3.1.4. (Seed money, teachers receiving National / international fellowships)

The Chairman, IQAC suggested to collect data from Prof. B. Sundarakannan, Prof. S. Senthil Nathan and Dr S. Nagarajan.

Decision taken:

5.1. It is decided that Prof. B. Sundarakannan, Prof. S. Senthil Nathan, and Dr S. Nagarajan have to be requested to provide data connected with seed money projects and National / International fellowships.

The Director, IQAC concluded the meeting by thanking the members for their valuable presence and input.



Director, IQAC



Registrar



Vice-Chancellor