



3rd Quarterly University IQAC Meeting, 2017

DEPARTMENT: IQAC/ SPD (Strategy, Planning and Development)

MEETING DATE & TIME: 21.09.17 (Thursday), 11 AM

Members Present

1. Dr. S. Ravi Chandran, Pro VC
2. Dr. M. Ravi Chandran, Rector
3. Dr. Malini Pande, Director – IQAC
4. Dr. Cyril Raj, Dean E&T
5. Dr. L. Ramesh, Addl. Dean E &T
6. Dr. T. Felix Kala, Addl. Dean E &T
7. Dr. D. B. Jabaraj, Dean E&S
8. Dr. N. S. Shubashree, Addl. Dean H&S
9. Dr. C. V. SenthilNathan, Principal – Physiotherapy
10. Dr. K. Geetha, Vice Principal – Nursing
11. Dr. M. Mahalakshmi, Vice Principal - Education
12. Dr. Christina Mary. P. Paul, Professor – Medical
13. Dr. S. Nandha Kumar, HOD – Pharmacy
14. Dr. M. Ganesan, HOD - Mechanical
15. Dr. Viji Vinod, HOD – MCA
16. Dr. E. Sheeba Percis, HOD – EEE
17. Dr. T. Godhavari, HOD – ECE
18. Dr. Sumathy Eswaran, HOD – CSE/IT
19. Dr. Brindha, HOD – MBA
20. Dr. C. B. Senthilkumar, HOD - Commerce
21. Dr. R. Pushkala, HOD – English
22. Dr. V. N. Rajavarman, HOD – CSE
23. Dr. S. Radhakrishnan, HOD – Physics
24. Dr. S. Valliammai, HOD - Chemistry
25. Dr. K. Sankaran, HOD – Physical Education
26. Dr. N. Ethiraj, Addl. HOD – Mechanical
27. Ms. K. J. Sharmila, IBT
28. Mr. R. Manoj, HMCT
29. Mr. A.V. Sekar, HMCT
30. S. Bhuvaneshwari, EEE
31. Mr. Chunchu Rambabu, EEE
32. Mr. N. Lakshminarayanan, ECE
33. Dr. M. Radhikaashree, MBA
34. Ar. K. Indra Priya, Architecture
35. Ar. Mohana Priya, Architecture
36. Ms. Tanmayee, Chemical
37. Dr. J. Sridevi, SPD



38. Dr. S. Dinakar, Chemistry
39. Mr. P. Aravamudhan, Chemical
40. Dr. L. V. Nanda Kishore, Maths
41. Dr. S. Ponmuthumari, Commerce
42. Ms. V. Anuradha, English
43. Dr. Chandru, Physical Education
44. Ms. G. Yuvarani, Education
45. Mr. S. N. Balasubramanian, Industry Representative
46. Mr. R.M. Prabhu Ram, Alumnus/ Parent
47. Ms. Ramya, Student
48. Ms. A. Feza Naaz, Student
49. Mr. Fatehsingh Raj Purohit, Student

AGENDA

“Quality check of the University with reference to UGC Inspection”

Minutes of the Meeting

- Dr. Malini Pande, Dean SPD/Director IQAC welcomed the members.
- Director IQAC started the Meeting by giving a brief account of the last 2 quarterly IQAC Meetings of 2017 where the Agenda was related to NAAC Criterion 1 & 2. She advised all members to understand the importance of IQAC & take it very seriously. It should not be considered as a mundane file keeping exercise but should lead to improvements in quality, covering all aspects of the Department. The goals & objectives should be articulated clearly, according to the format given by IQAC. Department Appraisal should be done according to the Department Appraisal Document circulated earlier by IQAC. The IQAC Calendar has been circulated in advance so Departments should arrange the presence of all stakeholders in their Meetings.
- Dr. Malini Pande, Director – IQAC appreciated Departments that have conducted a quality check as per the UGC format and advised others to do the same. All Departments need to have a vibrant IQAC, document the proceedings meticulously, and submit it to the University IQAC on time. Maximum representation of all stakeholders in the Departmental IQAC Meetings is imperative so that deliberations are fair and exhaustive.
- Director, IQAC listed out the Department-wise highlights of the third quarterly Departmental IQAC Meetings of 2017
- Dr. S. Ravi Chandran, Pro VC insisted that ‘Best Practices’ of the Departments should be shared with other members and with the University IQAC so that it can be emulated by others.
- HOD ECE talked about taking more efforts to improve Industrial Collaborative Projects, Value added course, Curriculum and Syllabus revamping etc.



- HOD CSE/IT suggested that Case-studies may be included in the curriculum, & Augmentation courses may be conducted in evening session etc. She suggested that Semester exam fee can include the Augmentation course fee also.
- Dr. S. Ravi Chandran, Pro VC talked about the importance of collecting feedback from stakeholders.
- Dr.Ganesan, HOD Mech, talked about the importance of Academic Audit involving internal & external Committee members.
- There was a discussion on Exam Reforms and innovative practices adopted for Exams Dr.Godavari HOD ECE told that the photocopy of answer sheet is given to the students who apply for revaluation. The main purpose is to maintain transparency
- Dr. Cyril Raj, Dean E&T highlighted the importance of Blooms Taxonomy and making the question paper based on that.
- Dr.Ganesan, HOD Mech pointed out that Blooms Taxonomy is not implemented to that extent in University External Exams.
- Dr. Christina Mary. P. Paul, Professor – Medical explained about the examination process in Medical College Campus which is as per the MCI norms.
- Dr. Malini Pande, Director – IQAC listed out the UGC Format to do the quality check with reference to UGC inspection and clarify doubts:

Infrastructure

- Dr. Cyril Raj, Dean E&T listed out the areas to be improved such as ILMS, e-Journal, e- Books and laboratories. Dr. Christina Paul, talked about requirements in the Medical Campus.

Academic Program & Student Enrollment

- Rector explained that the process of Admission is based on basic eligibility criteria followed by Entrance Test for some courses and is dependent on demand for the course

Curriculum Design & Development

- Mr. Balasubramanian, Industry Representative explained the industrial perspective on Audits and suggested that a uniform template can be prepared for Auditing. The IQAC Members appreciated the “Readiness Review Report” designed and circulated by Pro-VC which was used for Peer Review of Departments. There should be policies clearly articulated for important aspects of governance.



- Mr. Balasubramanian, Industry Representative appreciated the IQAC for their regular Meetings, serious soul searching, transparency, honesty in accepting shortcomings, & making efforts at finding solutions.
- Fiza, Final year ECE, student suggested that there is a difference between curriculum and work place. Since everything has become automated, there is a need for an industry-oriented curriculum, more of practical learning, & internships.
- Dr. Cyril Raj, Dean E&T pointed out that the curriculum of year 2017 is completely revamped and most of the components have a practical training involved. .
- Dr. M. Ravi Chandran, Rector suggested that it is very difficult to include Choice Based Credit System (CBCS) in entirety. We have either Choice between Electives or partial CBCS. He suggested that we make a roadmap and move towards the goal of implementing CBCS in entirety as per the UGC guidelines.

Teaching, Learning & Evaluation

- Dr. M. Ravi Chandran, Rector appreciated the IQAC Report prepared for UGC and suggested that the PPT should cover all the 7 criteria of NAAC.
- Dr. Malini Pande, Director – IQAC informed that IQAC Objectives and Functions will be sent to all Departments. She requested Department Heads to display this in prominent places.
- Dr. Ganesan, HOD Mech requested that some remuneration should be given to the Industrial Experts who come for IQAC Meetings.
- Dr. S. Ravi Chandran, Pro VC mentioned that all Departments should also document “Action Taken” based on the suggestions given in the IQAC. Director IQAC reminded the members that IQAC had circulated a “Department Appraisal Document” for Departments to document the suggestions given in the Quarterly Meetings, Action taken, Reasons for delay etc. She requested Departments to use that.
- Dr. S. Ravi Chandran, Pro VC also requested Departments to refer to NAAC, NBA, ISO reports for internal auditing purposes.
- Dr. Cyril Raj, Dean E&T pointed out that the ILM modules should be followed and Faculty members should implement teaching pedagogy like Puzzle, Debate, Group Discussions etc., during the class hours. Dr. Sumathy Eswaran, HOD CSE/IT asked Dr. Cyril Raj, Dean E&T about how problem based learning can be measured. There was a discussion on Project Based Learning & Problem Based Learning, Course Outcome, PEO, PSOs etc. Measuring Course Outcome & UGC expectation regarding that was also discussed. Evaluation is not only based on semester marks but also on assignments, seminars etc
- Dr. Christina Mary. P. Paul, Professor – Medical said that Medical campus follows Formative Assessment and Summative Assessment as per MCI norms.
- There was also a discussion on the correlation between internal & external exams and UGC expectation regarding this. Too much of divergence between the two is not appreciated until and unless there is a justification for the same.



- Director IQAC appreciated Department of Pharmacy for taking interest in building a vibrant IQAC and their willingness to learn from others. She also appreciated Faculty of Architecture for motivating their students to register for internship abroad.

Research

- Dr. Ramesh gave an account of documentation related to Events & Publications. Dr. M. Ravi Chandran, Rector pointed out that we all need to work harder and improve the quality of our publications instead of just focusing on numbers.

Vision:

Director IQAC requested each member to talk 'Just A Minute' on their vision about the future of the Department/University. The following ideas emerged from this exercise:

Dr. S. Ravi Chandran, Pro VC: Discussion about future plans to include all stakeholders, CBCS to be improved.

Dr. Balasubramanian: talked about keeping the syllabus dynamic to meet the needs of the industry.

Dr. L. Ramesh, Addl. Dean E &T: There should be a clearly articulated policy for all important tasks in the University. IQAC should initiate this exercise. Policy documents should be created.

Dr. N. Ethiraj, Addl. HOD – Mechanical: Centres of Excellence should be innovative & original.

Dr. Sumathy Eswaran, HOD – CSE/IT: Student Quality to be improved - improved quality during admission time, Bridge courses after admission for weak students

Dr. N. S. Shubashree, Addl. Dean H&S: New PG Courses in Sciences, more focus on interdisciplinary courses

Dr. T. Felix Kala, Addl. Dean E &T: Remuneration for Industrial experts, Funded Projects.

Dr. M. Ganesan, HOD – Mechanical: Innovative Programs or Innovation in the Program

Mr. R. Manoj, HMCT: More FDPs, More focus on Skill Development, & Interdisciplinary Research

Dr. D. B. Jabaraj, Dean E&S: Common policy for H&S, transparency in every aspect, R&D section for each Department

Dr. R. Pushkala, HOD – English: introducing courses like Translation studies & Journalism

Pharmacy: Industry Oriented Teaching, to make the basics stronger

HOD MCA: Value added courses in curriculum, International collaboration

HOD EEE: Improving Student Attendance & Communication system in the University

HOD ECE: Industrial Related Software to be installed

Principal Physiotherapy: Departments to share their Best Practices with all so that all learn from each other

Medical: Develop Centre of Research, More Ph.Ds & PG courses

Dr. Christina, Medical: Include Teaching Empathy and Compassion, Breaking Bad News etc. in Curriculum



HOD MBA: International students exchange program (Internship or project)

HOD Commerce: International Conference Abroad, a separate Conference Hall for Commerce, University Campus in Dubai

Architecture: Get more Funding, Improved software, Collaboration with Foreign Universities

Dean E&T: To set up Project Coordinators in each Department to interact for Inter Departmental Projects, Inter disciplinary projects and Inter Faculty Projects and give more credits for inter disciplinary projects.

The Meeting concluded with Vote of Thanks by Pro VC, Rector, and Director IQAC

PHOTOS

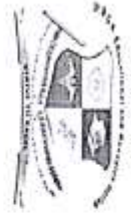








ATTENDANCE



Internal Quality Assurance Cell (IQAC)

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S.No.	Name	Department	Designation	Mobile No.	Email ID	Signature
1.	Dr. CHRISTINA MEY. P PAUL	Gen Med	Professor	9443303221	christinayme@rediffmail.com	
2.	Dr. BRENDA	Biochemistry	Prof + HOD	9444165334	dbrinda@gmail.com	
3.	Prof K. Geetha	Faculty of Nursing	Head Principal	9110808209	geethaklason@gmail.com	
4.	Dr. V. Renuka Nathan	Physiotherapy	Principal	9841238913	principal.phyio@drmgri.ac.in	
5.	Dr. T. Godhavarani	ECE	HOD ECE	9444113280	t.godhavarani@gmail.com	
6.	Dr. E. SHEERA PERIAS	EEE	HOD	9841261544	sheera.perias@drmgri.ac.in	
7.	Dr. V. Vinod	FOCHA	Head	9934061947	vinod-mca@drmgri.ac.in	
8.	S. Madhava Kumar	Faculty of Pharmacy	HOD/Associate Prof	9888881649	madhakumar.pharm@drmgri.ac.in	
9.	Dr. R. Renuka	English	HOD	9840814338	puskalkararenuka@gmail.com	
10.	Dr. D. S. Tabaraaj	Math	Dean, Ext	9444191995	dean-ext@drmgri.ac.in	
11.	R. NANOY	HMET	Assoc Prof	9444112408	nanoy.r@drmgri.ac.in	
12.	A. V. SEKHAN	HMET	Assoc Prof	9600180335	sekhan.av@drmgri.ac.in	
13.	Dr. N. S. Shubhashree	Physio	Asstt Dean (Tech)	9840369062	shubhamaria@gmail.com	
14.	Dr. SURESHY BASKARAN	CGE/IT	Head	9840483802	bsuresh@drmgri.ac.in	
15.	Rm. RabbilRaza	Alumni/Parent		9990938704	simranvishwas@gmail.com	
16.	Dr. M. CHANDRAN	Faculty of Health	HOD	9441261544	chandanm@drmgri.ac.in	
17.	Dr. K. Ramani	EEE	Assoc Prof	9940202763	ramani.k@drmgri.ac.in	



Dr. M.G.R. Educational and Research Institute University

(Declared as Deemed to be university u/s.3 of UGC Act 1956)
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S.No.	Name	Department	Designation	Mobile No.	Email ID	Signature
18	Dr. M. Ganesan	Mechanical	Head	9380492949	head-mech@dmrg.edu.ac.in	[Signature]
19	Dr. T. Felix KBLB		Head, Dean	9445205939	felixkblb.civil@dmrg.edu.ac.in	[Signature]
20	S.N. BHASUBRAMANIAN	INDUSTRY REPRESENTATIVE	MEMBER STRATEGISTS	9840164467	SUBACCL@GMAIL.COM	[Signature]
21	Ponnuja A	Student	Student	8667682931	ramyathendral123@gmail.com	[Signature]
22	A. FEKA NABZ	ECE	student	8428178015	me.engin.eer.one@gmail.com	[Signature]
23	Fathesingh raj paulk	ECE	student	9790623252	Singh.fathes938@gmail.com	[Signature]
24	Dr. V.N. Raghuvaram	CSR	Prof & head	9389051328	sriraghuvaram2013@gmail.com	[Signature]
25	Dr. K. Sankaran	Phy. Edu.	Prof. & Head	94459770953	Sankaran.pedu@dmrg.edu.ac.in	[Signature]
26	Dr. Chandru.	Phy. Edu.	Asst. Prof.	94449739763	Chandru.pedu@dmrg.edu.ac.in	[Signature]
27	Dr. S. Radhakrishnan	Phy. Edu.	Prof & head	9486709477	radhakrishnan.ha@dmrg.edu.ac.in	[Signature]
28	J. VALLIAMMAI	Chemistry	Asst Prof/Head	9978704257	Valliammai.ha@dmrg.edu.ac.in	[Signature]
29	S. Dinakaran	Chemistry	Prof	9444295839	dinkuvilla@yolko.com	[Signature]
30	DR. LV NANDA KISHORE	Maternal	Prof	9551509911	nandakishore.mak@dmrg.edu.ac.in	[Signature]
31	K. ASHOK KUMAR	Civil	Asst Prof	9840771041	ak11041118@gmail.com	[Signature]
32	Dr. J. Sridevi	SPD	Head	9994562644	srisidevi1970@yahoo.co.in	[Signature]
33	S. B. Luvarensani	EEE	Asst Prof	9949105029	bluvarensani_eed@dmrg.edu.ac.in	[Signature]
34	Tammyze	Chemical	Asst Prof	9840118559	tammyze1992@gmail.com	[Signature]



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S.No.	Name	Department	Designation	Mobile No.	Email ID	Signature
35	P. Aravamudan	Chem. Engg	Professor	8056109817	aravamudanp@rediffmail.com	
36	Chandru Pandey	EEE	Asst. Prof	9846357203	chandrupandey.ii@drmgr.ac.in	
37	N. Lakshminarayana	ECE	Asst. Prof	9840485651	lakshminarayana.ec@drmgr.ac.in	
38	MOHANA PRIYA	Architecture	Asst. Prof	9840606031	mohanapriya@gmail.com	
39	INDRAPRIYA . K	Architecture	Asst. Prof	9840485651	indrapriya.arch@drmgr.ac.in	
40	Dr. S. PONMUTHUMARI	Commerce	Asst. Prof	9600037905	saraswathi.jagan@gmail.com	
41	Dr. R. Senthil Kumar	Commerce	Prof. Head	9444147673	rsenthilkumar@gmail.com	
42	Dr. B. RINDHA	MBA	Prof. & Head	9940195558	hod_mba@drmgr.ac.in	
43	M. Mahalakshmi	B.Ed.	Asst. Prof	9444195528	maha.sivan1966@gmail.com	
44	G. Yuvareni	B.Ed.	Asst. Prof	9629317373	yuvareni.mth@gmail.com	
45	V. Anuradha	English	Asst. Prof	9283139366	anuradha@gmail.com	
46	Dr. V. Cyril Raj		Dean EXT	9444129025		
47	Dr. M. Ravi Chandran		Rectr	9440382030		
48	Dr. S. Ravichandran		Pro VC			
49	Dr. Malini Parake		Dean SPD			