

Veltech Dr.RR & Dr.SR University

Minutes of 3rd IQAC Committee Meeting

Date & Time: 29.04.17 & 10.30AM

Venue : Vice Chancellor Office

Meeting called to order at 10.30AM Chair **Prof. Beela Satyanarayana**

The Vice Chancellor welcomed the members of the IQAC committee. He specially welcomed three external members Mr. Viswanathan Venkata Subramanian – National Head – Engineering Hiring WIPRO Ltd, Chennai, Dr. Baskar Prof and Head of EEE, Thiagarajar college of Engg, Madurai, Mr. K. Dinesh Kumar, Senior Marketing Engineer, WABCO INDIA Ltd, Chennai.

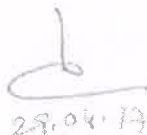
Members attended the meeting

Prof. Beela Satyanarayana, Vice Chancellor
Dr. A. Koteswara Rao, Director Academics
Dr. E. Kannan, Registrar
Dr. J. Francis Xavier, Controller of Examinations
Dr. G. Vairavel, Professor, ECE
Dr. E.B. Perumal Pillai, Professor, Civil
Dr. Amala Justus Selvam, Professor, Auto
Dr. N. Malarvizhi, Professor, CSE
Mr. M. Mohan Kumar, Chief Librarian
Dr. S. Baskar, Professor, Head Dept. EEE, Thiagarajar College of Engineering, Madurai
Mr. Viswanathan Venkata Subramanian, National Head -Engineering Hiring WIPRO Ltd
Mr. K. Dinesh Kumar, Senior Marketing Engineer
Mr. K. Shanmuka Krishna Chaitanya, VTU 5242, III Year Mechanical
Dr. A. Abudhahir, Director (IQAC)

Members who could not attend the meeting

Dr. U. Chandrasekhar, Pro Vice Chancellor
Dr. P. Sarasu, Director Industry Relations
Dr. A.T. Ravichandran, Professor, Mechanical
Mr. S. Sivaperumal, Associate Professor, ECE
Dr. B. Jeyaprabha, Professor, MBA

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The members, who haven't attended the meeting, conveyed their leave of absence to the Chair/ Member secretary.

Approval of Agenda

Motion: To approve the agenda for 29th April 2017 meeting.

Vote: Motion Carried.

Resolved: Agenda for the meeting on 29th April 2017 approved without modification.

The minutes of the previous meetings (1st meeting – 23.07.2016 & 2nd meeting – 23.12.2016) were conformed unanimously by the members.

The details of the Action Taken Report of previous meeting (1st meeting – 23.07.2016 & 2nd meeting – 23.12.2016) are given below.

Item #3.3: Action Taken Report of 1st and 2nd Meeting

Presented/ Brought forward by: Director IQAC

Suggestions given by: Vice Chancellor, Dr.S.Baskar, Mr.Dinesh Kumar, Mr. Viswanathan Venkata Subramanian, Director (IQAC), Director Academics

Discussion:

The Director (Quality Assurance) placed before the committee the action taken report on the resolutions adopted in the earlier meetings. He informed that in the previous meeting 5 standards were suggested and following measures have been sustained and initiative taken in recent times by different administrative division in the university.

Mr. Dinesh kumar suggested that students must participate in the project competitions organized by the industries. Dr. Baskar requested the University to exhibit the best projects those were done by the students.

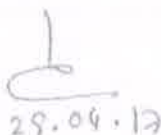
The project courses offered from different Universities like Chalmer, MIT, KTH etc., were discussed. The committee resolved that there must be some changes to be made in the existing courses that are related to project. Director Academics Dr. A. Koteswara Rao recorded that the credits and hours of the FME project are going to be revised from 2 hrs to 4 to 6 hrs maximum and from 1 credit to 3 or 4 credits, so that, it will help the students to spend more time for practical session.

Mr. Viswanathan Venkata Subramanian appreciated the University for its ranking. Director (IQAC) thanked for the suggestions given by the externals in the previous meeting that is, to have a benchmarking with the foreign university. He said the suggestions were taken seriously and therefore the University worked on it. Mr. Viswanathan suggested the faculties to focus and teach coding skills rather than aptitudes as the companies are in need of candidates who are really excellent in coding.

Director Academics requested Mr. Viswanathan to suggest on the strategy of hiring faculty with such technical skills. He recommended that the faculties should be sent for internship to the companies that will help them to have practical knowledge. Director Academics assured that a training programme is arranged for faculty in the month of June, 2017.

The Vice Chancellor requested Dr G. Vairavel and Dr E.B. Perumal to invite the external members for the project exhibition to review on the project done by the students.

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Director (Academics) briefed on the objectives of V- Doers for students and faculty. It is a programme for the students and faculties where they should mingle with the society, identify the problem and provide solution to the problem. He mentioned that the programme is for 3 weeks.

Mr. Dinesh Kumar appreciated and recommended to have such programmes for faculty members. He also gave an example of Aravind Eye Hospital.

Director (Quality Assurance) pointed out that the university is lack of international faculty and students. It was suggested by the external committee to appoint international faculty for a short duration period. The Vice Chancellor recorded there are some international faculties who teach for 1 credit courses.

As an answer to the question raised by Mr. Viswanathan, Director Academics elucidated the target for faculty in research. The faculty can choose any of the three categories. A- 20% academics and 80% research, B- 50% academics and 50% research, C- 80% academics and 20% research.

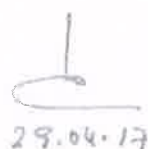
The detailed discussion on agenda item #3.5, Action(s) to be taken and Person(s) responsible are given below.

Item #3.5: Times Higher Education (THE) Ranking Parameters for sustenance & excellence	
Presented/ Brought forward by: Director IQAC	
Suggestions given by: -	
Discussion:	
The committee discussed on the 3 rd & 5 th indicators of Research and Teaching. As the Times Higher Education (THE) has given the citations of the University as 100, Director (Quality Assurance) quoted that "we should sustain on the level of citations as we have attained 100%".	
Action(s) to be taken	Person(s) responsible
a) Faculty members to be motivated to publish good research publications	Director R&D, HoDs Concerned

The detailed discussion on agenda item #3.6, Action(s) to be taken and Person(s) responsible are given below.

Item #3.6: National Institutional Ranking Framework (NIRF) Ranking Parameters for sustenance & excellence	
Presented/ Brought forward by: Director IQAC	
Suggestions given by: -	
Discussion:	
Director (Quality Assurance) explicated the NIRF rankings Methodology and its Metrics to the external committee members.	

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Action(s) to be taken	Person(s) responsible

The detailed discussion on agenda item #3.7, Action(s) to be taken and Person(s) responsible are given below.

Item #3.7: Subscription of Times Higher Education (THE) Data Points and Branding	
Presented/ Brought forward by: Director IQAC	
Suggestions given by: All the members	
Discussion: Director IQAC demonstrated how the visibility of the institution can be enhanced internationally through branding which will help to get good number of international students and faculty. The committee recommended to go for Times Higher Education (THE) Branding solutions which is of with Rupees 36 Lakh (approx.) for the duration of one year 2017-18.	
Action(s) to be taken	Person(s) responsible
a) Order to be placed with THE branding solutions	a) Director IQAC

The detailed discussion on agenda item #3.8, Action(s) to be taken and Person(s) responsible are given below.

Item #3.8: Participation of Global Teaching Excellence Award (GTEA) 2017	
Presented/ Brought forward by: Director IQAC	
Suggestions given by: -	
Discussion: The committee scrutinized the rubrics of GTEA. Director (Quality Assurance) expressed that we may participate either this year or next year.	
Action(s) to be taken	Person(s) responsible
a) GTEA application to be filled and Contextual Statement to be prepared on the three 'domains of excellence': 1. Excellence in the leadership of teaching and learning. 2. Excellence in teaching. 3. Excellence in student support and achievement.	Director (IQAC)

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The detailed discussion on agenda item #3.9, Action(s) to be taken and Person(s) responsible are given below.

Item #3.9: Feedback Forms - Interim Feedback Form for Teacher Evaluation by Students, Faculty Feedback on Course Handled, Alumni Feedback Form, Alumni Feedback on CBCS Curriculum and Parents Feedback Form.	
Presented/ Brought forward by: Director IQAC	
Suggestions given by: Mr. Viswanathan	
Discussion: Mr. Viswanathan suggested collecting the feedback through online for an accurate computation and analysis. It was declared by the committee that the existing system is so on.	
Action(s) to be taken	Person(s) responsible
a) Director (IQAC) should follow-up the interim feedback collection through Veltech Learning Management System(LMS)	HoDs concerned

The details of the reported items are given below.

Item #3.10: Submission of AQAR 2015-16 (Placed in the 32nd BoM meeting) to NAAC
Presented/ Brought forward by: Vice Chancellor
Suggestions given by: -
Discussion: AQAR, which was already submitted to NAAC, was appreciated by the members.
Item #3.11: International Rankings
Presented/ Brought forward by: Vice Chancellor
Suggestions given by: -
Discussion: The Vice Chancellor reported that the University has ranked #43 in THE Asia University Rankings 2017 & #74 in THE Young World University Ranking 2017 and the committee appreciated the rankings of Times Higher Education (THE) ASIA University Rankings and Young University Rankings 2017.
Item #3.12: National Rankings
Presented/ Brought forward by: Director IQAC

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Suggestions given by: -

Discussion:

The Vice Chancellor reported that Rankings as given below.

- National Institutional Ranking Framework (NIRF) India Rankings 2017, MHRD has ranked our University #58 and # 65 under Engineering and University Category respectively. Careers360 has ranked 20 and rated AAAA. The Brand Trust Report 2017 has ranked #1 in the University category.

The committee reviewed the rankings of NIRF, Career 360 and The Brand Trust Report 2017 and appreciated.

Item #3.13: National Rankings Applied & Awaiting

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Director (IQAC) affirmed that university has applied for the following National Ranking.

- Times – i3RC –Top Engineering Institutes Ranking Survey, 2017 – Applied on 31.03.17
- SiliconIndia “TOP Private, Deemed & Emerging Universities” 2017 – Applied on 07.04.17

Item #3.14: Submission of Institutional Data to All India Survey for Higher Education (AISHE)

Presented/ Brought forward by: Vice Chancellor

Suggestions given by: -

Discussion:

The Chair reported about the submission of Institutional Data to All India Survey for Higher Education (AISHE). Both Teacher Information Format (TIF) and Data Capture Format-I (DCF-I) submitted on 03.03.17 and certificate downloaded. The committee corroborated the given details.

Item #3.15: Quality Enhancement programmes conducted

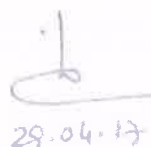
Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Director (Quality Assurance) reported the Quality Enhancement programmes conducted by IQAC.


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- Workshop on "Effective teaching through Active Learning methods – ETAL'16" on 30.12.16.
- Two day workshop on "Coupling the Grand Challenges for Engineering with CDIO" on 07.03.17 and 08.03.17
- One day faculty orientation program on "Effective Teaching" on 04.04.17

Item #3.16 & 3.17: NBA Tier-I accreditation of four B.Tech Programmes & ABET Accreditation for B.Tech Mechanical Engineering Programme

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Self Assessment Report (SAR) preparation is under the way for NBA Tier I and this process will help understanding the ABET criteria.

Item #3.18: To review the draft of the Academic Audit forms / templates

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Director (Quality Assurance) put forward an invite to Dr. Baskar Prof and Head of EEE, Thiagarajar college of Engg, Madurai for reviewing the Academic Audit forms/ templates.

Item #3.19: Teaching Developers Initiative (TDI) day celebrations

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Director IQAC emphasized how Teaching Developers Initiative (TDI) works every Friday at 3.00PM with the selected faculties to enhance the scale of teaching skills through peer learning for the present generation. He also highlighted Nov 4, 2016, TDI day was institutionalized and Prof. E.Balagurusamy, former Vice Chancellor, Anna University was invited as the chief guest.

Item #3.20: Participation in CDIO Asian Regional Meeting 2017 at Bangkok during March 12-15, 2017

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

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Discussion:

A video was played on the presentation made a team of faculty at Bangkok, 2017.

Item #3.21: Appointment of Head (Quality Assurance)

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Vice Chancellor reported to the committee members about the appointment of Mr.M.Rajeev Kumar as Head (Quality Assurance) to strengthen the Directorate of Quality Assurance division.

Item #3.22: Celebration of Ranking achievements with the faculty and their family members

Presented/ Brought forward by: Director IQAC

Suggestions given by: -

Discussion:

Management hosted thanks giving meeting to faculty members & their family with dinner and cultural program. Celebration photos were visualized by the committee members.

Item #3.23: Any other item with permission of chairman of IQAC

Presented/ Brought forward by: Mr.Dinesh Kumar

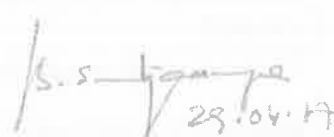
Suggestions given by: Director Academics

Discussion:

Mr. Dinesh Kumar suggested having eligibility criteria for the admission of students. Director Academics affirmed the eligibility criteria for the admission of this year is 75% and above.

Dr. A. Abudhahir, Director (IQAC), proposed the vote of thanks to all the members of the IQAC Committee and expressed gratefulness for their invariable contribution and for making the meeting a spectacular achievement.


29/04/17
Member Secretary
(IQAC Committee)


29.04.17
CHAIRMAN
(IQAC Committee)