MANAKULA VINAYAGAR INSTITUTE OF TECHNOLOGY

Kalitheerthalkuppam, Madagadipet, Puducherry - 605 107

INTERNAL QUALITY ASSURANCE CELL

Minutes of Meeting held on 25th February 2022

Greetings from IQAC Cell of **Manakula Vinayagar Institute of Technology,** Puducherry.

Second meeting of IQAC for the academic year 2021-22 with External members held on 25th February 2022at 11.00 am in the conference hall.

Members Present:

1. **Chair Person**   - Dr.S.Malarkkan, Principal, MVIT

2. **IQAC Coordinator**   -Dr.R.Valli

3. **Members from the Institution:**

   a. Dr.S.Pariselvam– HOD/Department of CSE

   b. Dr.S.Arunmozhi – HOD/Department of ECE

   c. Dr.P.Sivakumar – HOD/Department of IT

   d. Dr.P.Baskaran – HOD/Department of Management Studies

   e. Dr.C.ShanmugaSundaram – HOD/Department of EEE

   f. Dr.B.Radjaram – HOD/Department of Mechanical Engineering

   g. Dr.M.Jayekumar, Training and Placement officer

   h. Dr.A.Meiappane, Exam cell Coordinator.

4. **Management Representative:** Mr. M.Dhanasekaran, Chairman and Managing Director

5. **Academic Peers:**   Dr.N.Alagumurthi

        Professor, Department of Mechanical Engineering

        Pondicherry Engineering College

6. **Nominee from Professional bodies:**

   a. Dr.R.Saravanane, Chairman, The IEI Puducherry State Centre

   b. Mr.M. Kalaichelvan, Chairman, CII Puducherry Chapter

   c. Dr.N.Kumarappan, Chairman, IEEE-Madras Section

7. **Student representatives: One from each department**

   a. Gulsunnoorfurr.K.A–ECE

   b. Dinesh S–EEE

   c. Arunraj. S-Mech

   d. Madhumitha.S-CSE

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e. Sandthiya.M-IT

f. Gokulraj.S -MBA

8. **Members from Industry:**

   a. Mr. K.P.Vivekananthan, ACCL, Chennai

   b. Mr.K.Bakkiaraj- HR-Gaea Technology, Bangalore

   c. Dr.S.Sureendar, MD, Flavors India (P) Ltd.

   d. Mr.S.Umesh , Project Manager , TCS chennai

8. **Alumni Members: One from each department**

   a. Mr.P.Sharan, 2012-2016 Batch Mechanical Engineering

   b. Ms.A.Jaisri, 2012-2016 Batch IT

   c. Mr.G.Vigneswaran, 2014-2018 Batch EEE

   d. Ms.A.Jennifer, 2012-2016 Batch CSE

   e. Mr.S.Mukilan, 2015-2019 Batch ECE

   f. Ms.S.Soumya, 2010-2012 Batch MBA

Members Absent:

1. Mr. K. E. Ramani, General Manager- D&D, Fine Automotive & Industrial Radiators Pvt. Ltd., Puducherry.

2. Mr. Vinayak Babu, Director, 4 Semi Conductors, Bangalore

PROCEEDINGS

Welcome Note:

➤ The IQAC chairperson Dr.S.Malarkkan greeted the gathering and gave the welcome note and Dr.R.Valli, coordinator IQAC, abridged the action taken for the IQAC meeting minutes held on 10th August 2021. The report was handed over to the members and welcomed the suggestions for further improvements. The agenda for the meeting was also signified by the coordinator.

Agenda 1: Review of minutes of previous IQAC Meeting held on 10 August 2021 and its action taken report.

The action Taken report for the external IQAC meeting held on August10th of 2021 was briefed by the IQAC coordinator Dr.R.Valli. The coordinator also mentioned the targets achieved and the constraints to comply with some of the suggestions with full effectiveness.

Agenda 2: Review of Academic Activities.

➢ The IQAC coordinator highlighted the introduction of New course in Artificial Intelligence and stated that the admission is done for the academic year 2021-22.

➢ Principal briefed the status of admissions and informed about the activities planned for the First year Engineering students. The orientation and UHV program are planned. Other programs planned are given below.

    ❖ "How to handle failures in life?" – By Mr.Jegan, Motivational Speaker.

    ❖ Village Visit and students should evolve Engineering Ideas to address / solve their problems/ needs - Coordinated by Faculty members of EEE & ECE.

    ❖ Awareness programs relating to Anti-ragging / Grievance submissions

➢ Principal informed that Dr.S.Arunmozhi is appointed as OBE Coordinator to plan for conducting activities for the faculty members and educate them on OBE.

➢ The IQAC Coordinator informed the members about the submission of IIQA for the NAAC First time accreditation.

➢ Principal informed the committee about the submission of revised curriculum submitted to university by all departments. Further the university have included our faculty as BOS members in the curriculum revision to be done for the next academic year 2022-23.

Suggestions Provided by IQAC Committee Experts:

➢ Dr.N.Kumarappan, suggested to include Indian Knowledge system lectures in first year and Indian constitution in Second year.

➢ Dr.N.Alagumurthi, Professor, Department of Mechanical Engineering, Pondicherry Technical University enquired about the document preparation status for NAAC and suggested to start uploading data when QIF is enabled to understand the requirements.

➢ Professor Alagumurthy encouraged publishing the lecture contents prepared by the faculty in the form of Books with ISBN number.

Agenda 3: Student Developmental Activities.

➢ IQAC Chair Person presented the results, pass percentage of the University examinations conducted in Sep/October 2021 (Even Semester) and invited suggestions for improvement.

DEPARTMENT	II sem	IV sem	VI sem	VIII sem
EEE	100	100	100	100
ECE	100	97.7	100	100
CSE	100	100	100	100
IT	100	100	100	100
MECH	100	100	100	100
MBA	92.68	100	-	-

- IQAC Chair discussed about the Students' discipline and their code of conduct inside the Institute premises.
- The IQAC coordinator explained about the conduct of Parents meeting once in every semester for parents of all students studying in First year to third year to intimate the Departments' achievements, Students discipline, Mentoring initiatives and remedial measures taken for improving their academic Performance.

Suggestions Provided by IQAC Committee Experts:
- The External committee members recommended to celebrate regional festivals throughout the year to bring awareness on the cultural heritage of India. Also conduction of health awareness programs and self-defence for Women students etc., were recommended.
- Dr.Loganathan recommended to celebrate International days to create awareness on various issues.
- Dr.N.Kumarappan, Chairman, IEEE-Madras Section acclaimed to initiate the use of NDL library facilities and ensure its effectiveness among students.

Agenda 4: Placement and Training activities.

- IQAC Chair shared the signing of MoU with M/s Sri Ramanujar Intellect Services. Based on the MOU, Awareness Programs on Higher Education in Foreign Universities would be conducted for students and they would be given appropriate coaching on IELTS, TOEFL, etc. Opportunities for the eligible students to pursue higher Education in the reputed International universities will be created and facilitated.
- Placement Officer have informed that, around 119 students out of 240 have cleared the first round of TCS Ninja Competition, which encompasses 5 from EEE, 28 from ECE, 49 from CSE, 24 from IT, 13 from Mech..
- The status of placement initiatives has been addressed. It was stated that number of placed students in Wipro has risen to 78 from 66. Principal insisted to target 180-200 placements in Tier- I Companies for securing prominent position among varied colleges in Puducherry.

Suggestions Provided by IQAC Committee Experts:
- Mr. K.Bakkiaraj, HR requested the Placement officer to create and Online repository for study materials related to placements. And make it available to all students from first year.
- The experts advocated the alumni engagement for placement activities as the institute has nearly 10 batches of Alumni.

Agenda 5: Faculty Development activities

➢ The IQAC coordinator listed out the faculty development activities done and highlighted that the **Train the Trainers** program (Module) offered by Wipro have been done and the trainers are going to train our students.

➢ Principal informed the committee about the Technical Lecture Series conducted in our Institute for effective use of Knowledge sharing. All faculty members were insisted to participate in the sessions, compulsorily.

➢ The Industrial experts enquired about the faculty training Policy of the Institute. Principal explained about the institution's policy on Training prepared In line with the AICTE Faculty training policy .

➢ Professor Kumarappan enquired about the implementation of Hybrid learning and more use of ICT tools in classroom teaching and the HODs listed the department activities related to the effective implementation.

Suggestions Provided by IQAC Committee Experts:

➢ Mr. K.P.Vivekananthan, ACCL suggested that general topics would be included in the TLS activity for giving useful information (applied in day to day activities) to the faculty members

➢ Professor Alagumurthy advised all Faculty members to acquire at least one certification on 'Outcome Based Education' within 3 months, in order to ensure the effective implementation of the same, in our Institute.

➢ Dr.D.Loganathan–Professor, Department of CSE, PTU recommended training the staff on topics like LATEX, Language Proficiency for Teachers and Effective communication for faculty.

➢ Mr.M. Kalaichelvan pointed out that conducting activities to reduce stress levels among the faculty particularly during this pandemic period.

➢ Organizing joint webinar with universities abroad is also recommended by the committee members.

Agenda 6: Research, consultancy and Societal activities.

➢ IQAC Coordinator verified about the faculty visits to Medical College for evolving innovative products for medical applications. R&D Cell has been requested to encourage /support faculty members to continue of above initiative to evolve Patentable ideas / designs /products in coordination with them or independently

➢ IQAC Chair discussed about ARIIA ranking framework and the desirable status of our Institute in ranking band. All faculty members were requested to concentrate on acquiring Intellectual Property Rights (IPR) and commercialize the same, for securing the notable position in the ranking band decided by ARIIA.

- IQAC Chair discussed about the Industrial training to be given for faculty members.
- THE IQAC coordinator briefed about the IIC activities in the institute. And informed the gathering that the institute has received 3 stars in the previous year and the achievement was applauded by all.
- Principal informed the committee members that Dr.Radjaram , HOD /Mechanical was appointed as head for consultancy and Industrial Interactions. His primary job is to coordinate with different industries and our internal departments to identify the requirements and facilitate consultancy works.
- Activities based on MoUs have been reviewed and reminded to involve in collaborative initiatives with quantifiable Concrete Outcomes.

Suggestions Provided by IQAC Committee Experts:

- Dr.Kumarappan requested the HoDs to identify SMEs (Small and Medium Scale Enterprises) to have tie ups with them, for carrying out consultancy activities.
- Professor Alagumurthy suggested that the Institute can have MOU with academic institutions other than Industries to share information and resources. The component is lacking in our institute.

Others:
- The IQAC chair discussed about the expansion new sports facility and arranging sports experts for various sports was also recommended.
- The alumni members have suggested to give online and offline Alumni Webinar series. And the Principal mentioned the Alumni coordinator to consider and take necessary action for the implementations.
- The IQAC chair educated the members about the AICTE PARAKH scheme and the institution preparedness to take part in the activity.
- The experts gave their suggestions on the presentation of data for NAAC SSR.
- Professor Alagumurthi gave suggestions on the data to be presented for Criteria I to III.

The meeting ended with a formal vote of thanks by the IQAC coordinator.

IQAC Coordinator

Dr. R. VALLI
IQAC Coordinator
Manakula Vinayagar Institute of Technology
Puducherry

IQAC Chair
28.2.22

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