



MANAKULA VINAYAGAR INSTITUTE OF TECHNOLOGY

Kalitheerthalkuppam, Madagadipet, Puducherry - 605 107

INTERNAL QUALITY ASSURANCE CELL

Circular

No: MVIT/IQAC/Circular/2023-24/185

Date: 29-12-2023

This is to inform that the faculty members mentioned below are requested to take corrective measures for the suggestions given by the last IQAC External meeting held on 10th June 2023. They need to submit the action taken report to IQAC cell on or before 19th Jan 2024.

S.No	Suggestions by IQAC External Members	Actions to be Taken by
1.	Transforming the institution into	
	a. Plastic-Free Zone	Dr.C.Shanmugasundaram HOD / EEE
	b. Tobacco-Free Zone	Mr.Vijayaprasath NSS Cell Coordinator
	c. Ragging-Free Zone	Dr.B.Radjaram HOD / Mechanical
2.	Inclusion of budget allocation details in the IQAC reports and presentations	Administrative Officer Dr.R.Valli, Head/R&D
3.	IQAC External Meeting: Group photo session and framing	Dr.M.Jayekumar Placement Officer
4.	Organizing social activities to address the needs of the transgender community	Dr.P.Baskaran HOD / MBA
5.	Organizing memorial or endowment lectures in collaboration with industries	Dr.M.Jayekumar Placement Officer
6.	Creation of an Institute for Online (MVIT-ION) to guide students on online resources, support	Mr.R.Sathish Kumar AP / CSE
7.	Launching welcome bots on the institution's website	Mr.R.Raj Bharath HOD (i/c), AIML & IOT
8.	Displaying SDG goals at the institution's entrance and in prominent locations	Dr.C.Shanmugasundaram HOD / EEE
9.	Collaboration with Balsam Creative Technology for organizing several entrepreneurial-related programs	Dr.P.Baskaran HOD / MBA
10.	Value addition in basic MS-Office, Excel, and PowerPoint (PPT) preparation for students	Dr.P.Sivakumar HOD / IT
11.	Focus on Value Addition on Selenium and Automation testing tools to the students	Dr.S.Pariselvam HOD / CSE
12.	Increasing students' participation in various activities /events organized by renowned management schools.	Dr.P.Baskaran HOD / MBA

IQAC COORDINATOR

To
Dean (Academic)
HoDs of all departments
1st year coordinators
Placement officer.
Office



IQAC CHAIR

PRINCIPAL
MANAKULA VINAYAGAR
INSTITUTE OF TECHNOLOGY,
KALITHEERTHALKUPPAM,
PUDUCHERRY - 605 107



Action taken report for the External IQAC meeting conducted on 7th Jan 2023.

Suggestion	Action Taken
Dr.N.Alagumurthi, Professor, Department of Mechanical Engineering, Puducherry Technological University suggested the following points for improving the effective functioning of the IQAC cell. • IQAC newsletters can be prepared to channelize the efforts and measures of the institution towards academic excellence (quality initiatives, highlights, events, and achievements of the institution), and it can be circulated among the stakeholders of the institution. The newsletter will serve as an important conduit in the effort of spreading important information about the college and its activities on a periodic basis. • Suggested to conduct "IQAC Day" annually and initiate awards to students and faculty members	• IQAC newsletter has been prepared for the odd semester of the 2022-23 and has been circulated among the stakeholders • It has been planned to conduct IQAC day on November 11th – A national conference on "Institutional Practices for Quality Enhancement"
• Dr. N. Alagumurthi, Professor, Department of Mechanical Engineering, Puducherry Technological University, suggested conducting various activities that provide knowledge to the students and motivate them to understand the Sustainable Development Goals (SDG). • The SDG-related posters can also be displayed in suitable locations, thereby, enabling the students to contribute in achieving a better and more sustainable future for all.	Activities conducted to Address the SDG Goals • Specific Action plan to address the SDG goals was prepared and circulated to the departments. • Faculty members facilitated classroom discussions and debates on the SDGs, encouraging students to express their opinions and share ideas on how to address various sustainable development challenges. These discussions helped students understand the interconnectedness of the goals and their relevance to their lives. • Department of ECE has conducted "Innovation and Design Thinking – Life below water" contest on 6th April 2023 • Seminar proposal titled "Challenges and Mitigation for SDG – 13: Emerging Trends in IOT to combat climate action" was submitted on 8th June 2023 to IE(I). • SDG awareness campaign within the

	Institution, utilizing various mediums such as posters are displayed in the department Notice boards, class rooms and Laboratories. • Also have plan of inviting guest speakers, including representatives from local NGOs, sustainability experts, and community leaders, to share their experiences and insights on sustainable development.
Mr. G. Krishnaraj suggested to augment online counseling along with the regular counseling/Mentoring sessions to address the emotional, social, and behavioral needs of the students. He also insisted on launching counseling help lines to provide practical support to students experiencing mental health difficulties.	• MVIT aims to provide comprehensive support to students, both on-campus and remotely, to address their emotional, social, and behavioral needs. • To meet the increased demand for counseling support, Counseling Hour is included in the regular Time Table, through that individualized attention and care to students is provided. • In future, also have a plan to collaborate with Mental Health Professionals to ensure a comprehensive approach to student well-being.
He also suggested for arranging programs on core values like "Deliver the promise", "Respect", "High Performance", "Unity in diversity", "Whistle Blowing Mechanism", "Health Awareness" to the students. He suggested that implementing code of conduct programmes would help to strengthen the organization's core values.	• Health awareness programs were conducted for the students through NSS Cell. • At the starting of every semester, Principal addresses the student's on "Code of Conduct" that outlines the organization's core values, ethical principles, and expected behaviors. Regular monitoring and review processes have been implemented to ensure compliance with the Code of Conduct. Internal audits, periodic assessments, and management reviews are conducted to assess adherence and identify areas for improvement.
Mr.R.Samivel, Assistant Manager, Design, L8 Rubber Processing Machinery, Kanchipuram stated the importance of experiencing leadership opportunities such as art of building8 relationships within teams, displaying effective communication and interpersonal skills. He suggested the following points for the betterment of the students and faculty. • Encouraging the students to arrange or	Students are given opportunities to lead the various Institutional Level Events like • MITLENCE -23 • MITELITE -23 • Frution-23 • SCIMIT-23 The student Council was actively functioning in the institution, which enables the students to develop

coordinate various activities that improve their leadership skills - Students can utilise the L&T EduTech portal, a digitally driven learning initiative by Larsen & Toubro that aims to empower learners through conceptual and practical learning. - FDP programs can be organized in collaboration with Industries.	essential leadership skills such as communication, decision-making, problem-solving, and teamwork. Awareness sessions on L&T EduTech portal, a brief overview of the platform, its purpose, and the range of educational resources, process of creating an account, logging in, and accessing the different sections of the portal was disseminated among the students.
Mr.Abilash, 2020 Batch, EEE Alumni suggested to provide opportunities for the students to improve their self learning.	To facilitate self-learning, students subscribed to several reputable online learning platforms such as NPTEL & UDEMY etc, These platforms offer a wide range of courses, tutorials, and educational resources in various subjects. Students have been provided with access to these platforms, allowing them to explore and learn at their own pace. They can choose courses aligned with their interests and career goals, further enhancing their self-learning abilities.
Mr.Kalaiarasan, 2019 Batch, CSE Alumni, suggested that holding technical debates would help students to improve their communication skills.	Technical Debates are conducted under Language Club to improve the communication skills, thinking critically, analyzing different perspectives, and develop well-reasoned responses of the students.
Mr.Velmurugan, 2017 Batch, ECE Alumni also suggested conducting workshops on Excel, PPT and report writing, which is mandatory for the fresher's joining in IT industry.	Various workshops/Seminars are conducted in every department for the students. The workshop content was developed to cover the essential aspects of Excel, PPT, and report writing. The content was designed to provide hands-on training and practical examples relevant to the IT industry. The workshops were planned to be conducted during Saturdays.
N.Alagumurthi, Professor, Department of Mechanical Engineering, Puducherry Technological University suggested the following points. The number of publications needs to be improved. Establishing connections with industries and informing them about the resources available in their departments to attract consultancy	- Frequent review meetings are being conducted through the R&D cell to improve the Publications. - Also the faculty members are also encourage to submit their research work to the IEEE Sponsored conference - ICSCAN 2023 scheduled on November 17th & 18th 2023 EEE Consultancy FOSECO INDIA LIMITED, Mettupalayam Marie Oulgaret, Puducherry for Electrical diagram for machine and whole plant

	Department of Mechanical Engineering Haier India Ltd setting up Refrigeration and Air Conditioning Skill Development & Research Lab in our Institution. The estimated equipments cost for setting up the Research Lab was Rs 5,00,000 and so far Rs.3,00,000 ,the equipments were received from HAIER.
N.Alagumurthi, Professor, Department of Mechanical Engineering, Technological University, appreciated the efforts of the faculty members for delivering the sessions in the Technical Lecture Series. He suggested the following points for the faculty's development: - o Faculty members can attend the Faculty Development Programs in premier Institutes. He added that it will help them in strengthening their understanding of Core knowledge, exposure to advanced topics, learn and experiment with effective pedagogical techniques, and gain familiarity with essential aspects of carrying out research studies. - o Visits to international universities (abroad) to prepare the faculty and students for global success through education, exchange, and international experience. - o Women teachers are to be encouraged to apply for UGC funding.	- The faculty members are attending Various faculty development programs to enrich their core knowledge - Women faculty members are encouraged to prepare the proposals for UGC.
Mr.R.Samivel, Assistant Manager-Design, L&T Rubber Processing Machinery, Kanchipuram insisted on conducting more programmes to impart entrepreneurial skills among the students.	- EDC cell has conducted various activities to promote the Entrepreneurial culture among the students. Apart from that under IIC and department levels, exclusive EDC activities based on the specific needs of the students are also conducted. - Business Idea Competition - Women Empowerment Program in Association with Startup Tamizh, Velli Ventures & International Commercial And Cultural Development Forum conducted on 22nd Feb 2023