

**MINUTES OF THE SECOND IQAC MEETING (2019-20)**  
**Held on 09.11.2019 at 03.00 pm in the Board Room**

**The following members were present:**

- Dr K Prakasan, Principal In-charge
- Dr B Ramamoorthy, Advisor (Academic)
- Dr J V Ramasamy, Dean - Academic
- Mr R Ragupathy, Dean - Administration
- Dr R Gandhinathan, Professor, Production Engineering, TEQIP
- Dr K Elangovan, Warden, PSG Tech Hostels
- Dr S Saravanan, Associate Dean - Autonomous Functioning
- Dr M D Kannan - HoD, Physics & NCC Officer
- Dr G Thilagavathi, HoD, Textile Technology
- Dr R Arumuganathan, Professor, Mathematics
- Dr N Geetha, Professor, AM&CS
- Dr M Kumaravel, HoD, Chemistry
- Dr S C Murugavel, HoD, Applied Science
- Dr J Kanakaraj, HoD, EEE
- Dr V Prabhu Raja, Associate Professor, Mechanical Engg.
- Mr Adarsh V Srinivasan (Chairperson, Students Union)
- Mr Amol Gadre, Sr. Deputy General Manager, Precision Manufacturing Division, L&T Coimbatore
- Dr M Senthilkumar, Head I/C, Dept. of Production Engg., Co-ordinator-IQAC

**Leave of absence was received from the following members:**

- Mr C S Ramshankar, CEO, MAXBYTE Technologies, Coimbatore
- Dr Anitha Rajavelu, M/o Krithik Rajavel (18R223)
- Dr P Narayanasamy, Dean - N&C
- Dr A Chitra, HoD, Computer Applications
- Dr J Sekkizhar, Associate Professor, Department of Management Sciences
- Dr R Sujatha, Deputy Quality Control Officer & Assistant Professor, Dept. of Biochemistry, PSG IMS&R
- Mr G Srinivasan, Srinivasan & Associates, Coimbatore

**Agenda**

- Action Taken on Suggestions by NAAC Peer Team (March 5-6, 2019)
- Action Taken Report of First IQAC Meeting (25.07.2019)
- Report of External Peer Team Review of IQAC (12.09.2019)
- Action Plan

## Minutes

- Chairperson welcomed the members and briefed about the actions taken on the suggestions by NAAC Peer Team (March 5-6, 2019) as provided in the table below. Then, chairperson invited Dr.M.Senthilkumar, Co-ordinator, IQAC to present about the actions taken on suggestions by NAAC Peer Team and actions taken on the report of First IQAC Meeting (25.07.2019). Dr.M.Senthilkumar presented the same along with the report of External Peer Team Review of IQAC held on 12.09.2019.

Agenda Point	Action plan	Status
<b>Strengthening of Placement</b>	Placement training to be provided to all I year students, in addition to other senior students.	Initiated.
<b>Strengthening of Higher Education</b>	New format of question papers for both CA tests and final examinations are to be introduced in line with competitive examinations.	<b>Introduced</b> for I year BE/BTech students admitted in 2019 under <b>2019 BE/BTech Regulations.</b>
<b>Strengthening of Career Guidance</b>	Exclusive centre for career guidance to be formed.	Separate <b>Career Counseling Cell</b> has been formed.
<b>Value Added Courses for the Students</b>	Increasing the number of value added courses for the students offered by external experts.	Initiated through departments.
<b>Library Facilities</b>	Procurement of e-books and platform for learning e-books.	<ul style="list-style-type: none"> <li>Procurement of e-books has been initiated.</li> <li>Knimbus - a collaborative research platform has been purchased.</li> <li>Facilitates multiple searches to be conducted across multiple databases.</li> </ul>
<b>Annual External Peer Team Visit</b>	To be conducted	Conducted on 12.09.2019

- Dr B Ramamoorthy, Advisor (Academic) informed that a lot of e-books are available in the internet at free of cost and each faculty member should ask the students to know about those e-books on their courses of teaching. Principal in-charge also responded that IIT Kharagpur has come out with lakhs of such e-books available for students and faculty members to use.
- Dr B Ramamoorthy, Advisor (Academic) also insisted that a methodology should be developed so as to encourage the students to do inter-disciplinary projects. Mr Adarsh V Srinivasan, student member informed that the students are already involved in such projects.
- Principal in-charge informed that first year students are provided with opportunities for career counseling by professionals (FACE) and profile mapping would be done so that they could synchronize academic activities with their choices of career interests.
- Dr B Ramamoorthy, Advisor (Academic) requested that those who are interested in developing MOOCs should contact NPTEL courses developer. Principal in-charge told that the facilities to develop MOOCs are being created in our campus.
- Regarding the filing of application for patents, Dr B Ramamoorthy, Advisor (Academic) insisted that patent retention/maintenance cost has to be considered while preparing for filing the application. He insisted further that industrial collaboration needs to be identified for commercially viable products for patenting. Mr Amol Gadre, L&T Coimbatore, informed that a separate IPR cell was available in his company which would identify the market for products before filing for patents. He further insisted that the industries should be identified by faculty for real-life problems to apply for collaborative sponsored research projects and patents.
- Dr R Gandhinathan informed that only a portion of students were taking interest in writing GATE examination as others showed interest on placement preparations. Principal in-charge informed that the faculty members should conduct surprise tests, and MCQs to strengthen the placement preparations.
- Dr B Ramamoorthy, Advisor (Academic) requested that a database could be maintained for students' feedback. Principal in-charge informed that the same would be done.
- Principal in-charge informed that a Language Centre of Excellence (Cambridge Assessment English) was established for providing training on communication skills to the students.
- Principal in-charge requested that the best practices adopted by departments/administrative units may be brought to his notice. The chairperson further added that the student internships carried out in industries should be closely monitored by guides.
- Co-ordinator, IQAC presented other activities carried out in the college as given in the table provided below.

Criterion	Action taken
<b>Strengthening of Placement</b>	<ul style="list-style-type: none"> <li>• Responsibilities of Department Placement Coordinators have been finalized.</li> <li>• Skill Development Program (C programming) has been planned to be conducted during winter vacation.</li> <li>• Aptitude Training Program by FACE has been planned during 3<sup>rd</sup> / 4<sup>th</sup> week of November 2019</li> <li>• <b>PAT (Placement And Training)</b> platform was created.</li> </ul>
<b>Teaching-Learning and Evaluation</b>	<ul style="list-style-type: none"> <li>• CA test papers audit and Department Internal Audit (Both as per ISO norms) were completed.</li> <li>• <b>Department Status Reports</b> from departments have been received by ISO for further action.</li> </ul> <hr/> <ul style="list-style-type: none"> <li>• Symposia, Conferences, Workshops, and Faculty/Staff Development Programmes have been planned.</li> <li>• List of the above has been obtained by TEQIP for budget allocation.</li> </ul>
<b>Research, Innovations and Extensions</b>	<ul style="list-style-type: none"> <li>• Research Board Meetings at department level and Research Council Meeting (19.10.2019) at college level were conducted.</li> </ul> <p>1. It is proposed to monitor the progress of research scholars (both full time and part time) at the department level semester wise and annually at the institute level.</p> <p>2. Full time research scholars to be effectively used for preparing project proposal to funding agency. Each scholar must apply for funding through his/her supervisor in his/her area of research.</p> <p>3. Departments shall join together to come out with project proposals that are interdisciplinary in nature, involving major funding requirements.</p> <p>4. Such proposals are to be prepared to establish Centres of Excellence, in multidisciplinary areas.</p>
<b>Competitive Examinations for both Students and Faculty</b>	Registrations for forthcoming GATE examinations by both students (672) and faculty (38) were completed.
<b>Curricular Aspects</b>	New feedback form for students has been introduced.
<b>Infrastructure Facilities</b>	Increase of Internet bandwidth has been planned (additional 100 Mbps).

<b>Student Support Systems</b>	Training on Leadership (Know Evolve Yourself) for office bearers of Students Union and Various clubs was conducted during 7-8, September 2019
	Outreach activities are initiated through AICTE 100 point activity (through 600-700 hours of activities).

- Dr B Ramamoorthy, Advisor (Academic) also insisted that faculty-wise, department-wise and institution-wise h-index should be collected. He also advised that the courses on Artificial Intelligence, Machine learning, and IoT should be introduced to the students. Principal in-charge replied that these courses were being offered through curriculum and one credit courses.
- Principal in-charge insisted that the comprehensive viva-voce should be introduced as a part of the laboratory course viva-voce examination. He also informed that it was planned to conduct research scholars' seminar on all working Saturdays.
- Dr K Elangovan requested that the ISO documents should be prepared and submitted through computer centre. Dr M D Kannan insisted that the data pertaining to various events organized in the college should be made available through the use of ICT.
- Principal in-charge informed that first Annual Quality Assurance Report (AQAR) would be submitted in March 2020.
- The chairperson thanked the members for their participation.

**Dr.M.Senthilkumar**  
Co-ordinator, IQAC

To  
All IQAC members and Day File