



# PSG COLLEGE OF TECHNOLOGY

## Coimbatore – 641 004

Government Aided Autonomous College  
Affiliated to Anna University Chennai  
ISO 9001:2015 Certified  
Accredited by NAAC with 'A' Grade

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### MINUTES OF THE 3<sup>rd</sup> IQAC MEETING (2019-20)

Held on 06.02.2020 at 03.30 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
- Dr S Saravanan, Associate Dean - Autonomous Functioning
- Dr P Narayanasamy, Dean - N&C
- Dr J Kanakaraj, HoD, EEE
- Dr M D Kannan - HoD, Physics & NCC Officer
- Dr S C Murugavel, HoD, Applied Science
- Dr A Chitra, HoD, Computer Applications
- Dr R Gandhinathan, TEQIP
- Dr R Arumuganathan, Professor, Mathematics
- Dr N Geetha, Professor, AM&CS
- Dr K Elangovan, Warden, PSG Tech Hostels
- Dr J Sekkizhar, Associate Professor, Department of Management Sciences
- Mr C S Ramshankar, CEO, MAXBYTE Technologies, Coimbatore
- Dr R Sujatha, Deputy Quality Control Officer & Assistant Professor, Dept. of Biochemistry, PSG IMS&R
- Dr M Senthilkumar, IQAC Coordinator

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

- Mr R Ragupathy, Dean - Administration
- Dr G Thilagavathi, HoD, Textile Technology
- Dr M Kumaravel, HoD, Chemistry
- Dr V Prabhu Raja, Associate Professor, Mechanical Engg.
- Mr Amol Gadre, Sr. Deputy General Manager, Precision Manufacturing Division, L&T Coimbatore
- Mr G Srinivasan, Srinivasan & Associates, Coimbatore
- Dr Anitha Rajavelu, M/o Krithik Rajavel (18R223)
- Mr Adarsh V Srinivasan (Chairperson, Students Union)

## Agenda

- Discussion on activities completed for the academic year 2019-2020
- Strengthening Placement
- Strengthening Research
- Improvements in Library Facilities
- Students' Achievements
- Identification of Best Practices
- Action Plan for next quarter
  - ME/MTech 2021 Regulations as per guidelines of AICTE and Anna University
  - Locational Advantages and Disadvantages – Identifying Opportunities
  - Academic and Administrative Audit
  - Environment Audit

## Minutes

- The chairperson welcomed the members and gave an overview about the actions taken on the suggestions by NAAC Peer Team. Dr.M.Senthilkumar presented the plan of actions chalked out by the IQAC in the beginning of the Academic Year (2019-2020) towards quality enhancement and the activities completed in second quarter of the academic year (October 2019 – December 2019) as per the table given below.

Criterion	Activities Planned	Remarks
Curricular Aspects	<ul style="list-style-type: none"> <li>• New QP format for CA Tests and Final Examinations for UG 2019 Regulations</li> <li>• Introduction of Value-Added Courses</li> </ul>	<ul style="list-style-type: none"> <li>• Implemented.</li> <li>• Implemented.</li> </ul>
Teaching - Learning and Evaluation	<ul style="list-style-type: none"> <li>• Encourage students and faculty to use ICT tools for teaching and assessments</li> <li>• Introduction of new feedback form</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on the use of ICT tools is satisfactory.</li> <li>• Implemented.</li> </ul>
Research, Innovations and Extension	<ul style="list-style-type: none"> <li>• Creation of IPR cell</li> <li>• Monitor the progress of Research Scholars</li> </ul>	<ul style="list-style-type: none"> <li>• Formulated. Cell activities are initiated.</li> <li>• Progress is actively monitored at department as well as institution levels.</li> </ul>
Infrastructure and Learning Resources	<ul style="list-style-type: none"> <li>• Coaching for GATE examinations</li> <li>• Update of Library Facilities (Procurement of e-books and platform for learning e-books)</li> <li>• Increase of Internet Bandwidth</li> </ul>	<ul style="list-style-type: none"> <li>• Completed.</li> <li>• Completed.</li> <li>• Completed.</li> </ul>
Student Support	<ul style="list-style-type: none"> <li>• A database for maintaining students'</li> </ul>	<ul style="list-style-type: none"> <li>• In progress.</li> </ul>

and Progression	<ul style="list-style-type: none"> <li>feedback.</li> <li>• Creation of separate Career Guidance Cell</li> <li>• Encourage students and faculty to undertake more on-line courses</li> <li>• Training on 'Communication Skills' to the students</li> <li>• Encourage students and faculty to write competitive examinations</li> <li>• Profile mapping of students to synchronize academic activities with their choices of career interests.</li> <li>• Skill Development Program (C programming)</li> <li>• Aptitude Training Program by FACE</li> </ul>	<ul style="list-style-type: none"> <li>• Formulated. Cell activities are initiated.</li> <li>• Initiated.</li> <li>• In progress.</li> <li>• In progress.</li> <li>• Completed.</li> <li>• In progress.</li> <li>• In progress.</li> </ul>
Institutional Values and Best Practices	<ul style="list-style-type: none"> <li>• External Peer Team Visit</li> <li>• Identification of Best Practices and strengthening them</li> </ul>	<ul style="list-style-type: none"> <li>• Completed.</li> <li>• In progress.</li> </ul>
Activities to be carried out	<ul style="list-style-type: none"> <li>• Academic and Administrative Audit</li> <li>• Environment Audit</li> <li>• Preparation and submission of first AQAR for 2018-19.</li> </ul>	<ul style="list-style-type: none"> <li>• Proposed in the month of June 2020.</li> <li>• Proposed in the month of June 2020.</li> <li>• AQAR for 2018-19 was approved by Governing Council on 29.01.2020. It will be submitted on-line after March 24, 2020.</li> </ul>

- Dr.M.Senthilkumar requested the members to express their views on the forthcoming ME/MTech 2021 regulations and also on the locational advantages and disadvantages of the institution. He informed that the profiling of I year students has been completed. He also added that the reports were generated and distributed to students. The details were available with placement section and HoDs were informed of the same for further action. He further informed the members that the Research Seminars by Research Scholars (FT and PT) of our college have started during Saturdays. He informed that camera and OSS Tool were instituted to create E-Content in library. He further informed that I year students of BE/BTech 2019 Regulations have completed their first semester with new question paper format and results were announced.
- Dr.B.Ramamoorthy requested that more details of profile mapping of students could be presented in the IQAC meeting. He also insisted to have research seminars to be conducted in the respective departments. The principal in-charge

cited a few advantages of combined sessions of research seminars. However, he also told that department-wise research seminars would be conducted after some time. The advisor recommended that the details of new programmes to be started for the next academic year need to be included in the IQAC presentation. He further proposed that the percentage of faculty members using ICT tools has to be improved for enhancing the Teaching–Learning process. He also recommended to use “Turnitin” plagiarism software instead of currently existing “Urkund” software for the detection/prevention of plagiarism in academic reports. With reference to NIRF, he insisted that the faculty contribution in terms of number of faculty with PhD, publications and ‘h’ index need to be improved for improvement in NIRF ranking. He further suggested to have a common template for distribution of credits across the departments offering ME/MTech programmes pertaining to ME/MTech 2021 regulations. Principal in-charge told that the process of identifying the template for the same is in progress.

- Mr.C.S.Ramshankar suggested to include an audit course on ‘Emotional Intelligence’ in ME/MTech 2021 regulations. He along with Dr B Ramamoorthy suggested that the data could be collected in monthly intervals rather than yearly intervals. Principal in-charge informed that collection of data yearly once would be more convenient for filling the details as requested by various agencies.
- Dr.M.Senthilkumar informed that the students’ feedback on new format has been obtained. Dr.B.Ramamoorthy informed that Student Satisfaction Survey has to be administered and the results obtained from the survey could be used for identification of critical issues. With reference to further planning on the scope of improvement, he also added that the details on provision of seed money to faculty members, revenue generated through consultancy, comparison of critical NIRF data with peer institutions, strengthening of alumni interaction/contribution, best practices, and profile mapping of first year students have to be highlighted. He insisted that during the placement training, feedback about student attendance and the seriousness of students attending the training need to be obtained from FACE, to monitor the improvement in placement.
- Principal in-charge informed that the same would be done. Further, he informed that the training hours were included in the Time Table for effective monitoring of

the attendance. He also informed that the ground work for starting a new programme on MSc-Cyber Security is in progress.

- Dr.M.D.Kannan insisted to identify social and regional problems to leverage locational advantages of the institution.
- Dr.N.Geetha informed that Green Cover aspects of the campus can be considered for locational advantages.
- Dr.P.Narayanasamy informed that the internships could be offered to students towards the development of web portals for better governance of the institution.
- Principal in-charge informed that the AQAR report for the academic year 2018-19 was approved by Governing Council on 29.01.2020 and it would be submitted on-line after March 24, 2020. He further informed that the activities mentioned in the table below would be carried out as per the target date mentioned. Finally, chairperson thanked the members for their active participation.

Criterion	Activities Planned	Responsibility	Target Date
Curricular Aspects	ME/MTech 2021 Regulations and Scheme of Assessment	All HoDs	March 2020
Best Practices	Identification of Best Practices in curricular, co- curricular and extra- curricular activities	All HoDs	April 2020
Audits	Academic Audit	All HoDs	June 2020
	Administrative Audit	Principal in-charge and Dean - Administration	June 2020
	Environment Audit	Principal in- charge and Dean - Administration	June 2020

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

To  
All IQAC members and Day File