Karunya University

(Declared as Deemed to be university under Sec. 3 of the UGC Act, 1956)
Karunya Nagar, Coimbatore - 641114

INTERNAL QUALITY ASSURANCE CELL

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Minutes of the 10th IQAC Meeting Held at 10.00 a.m. on 26th August 2016 in the Vice Chancellor's Conference Hall

Members Present

1. Dr. M.J. Xavier, Vice Chancellor – Chairperson
2. Dr. C. Joseph Kennady, Registrar
3. Dr. G. Prince Arul Raj, Director, School of Engineering and Technology
4. Dr. D. Tensing, Head-IQAC
5. Dr. S. Moses Santha Kumar Professor - Civil Engineering Dept., NIT, Trichy
6. Mr. Jeyasingh P., Chief Operating Officer, Jasmin Infotech Pvt. Ltd., Chennai
7. Mrs. Sweety Jose, Assistant Professor, EE Dept. PSG Tech., Coimbatore
8. Dr. T.V. Christy, Professor – Dept. of Civil and Mechanical Engineering
9. Dr. A. Hepsibah Christinal, Controller of Examinations
10. Dr. M. Nesasudha, Associate Professor - Electrical Technology
11. Mr. S.E. Vinodh Ewards, Head - CTC
12. Mr. X. Ajay Vasanth, Assistant Professor – Civil and Mechanical Engineering
13. Mr. Giftson Jasper Davis S., IV ET (UR13EC077)
14. Dr. D. Sujitha Juliet, IQAC Co-coordinator

Sl.No	Minutes	Action to be taken by
1	The meeting started with an opening prayer by Dr. T. V. Christy	FIO*
2	Dr. Tensing, Head IQAC welcomed all the external and internal members for the meeting.	FIO
3	Opening Remarks by the Vice-Chancellor The Vice Chancellor in his opening remarks appreciated the auditing procedures initiated by IQAC. He also emphasized on the significance of the roles and responsibilities of IQAC which play a key role in the continuous improvement of assessment methodology, setting curriculum based on outcome based education. IQAC needs to a play major role in promoting the standards of the University in order for it to be globally known.	FIO
4	Head-IQAC invited suggestions and advices from the members of IQAC to improve the quality of the various activities of the University during the discussions of the meeting.	FIO

5	**Outcome of the Minutes of the 9th IQAC Meeting and matters arising out of it.** The following information were shared by the Head- IQAC • Academic Staff College: Responsibility of imparting 'trainings' is entrusted with Department of Value Education and Skill training which has already started functioning. • E-governance (in progress): Performance appraisal using 360° feedback system for staff: Mr. P. Jayasingh suggested that the 360 degree feedback system is for self improvement and self analysis ONLY and not for performance appraisal/analysis of the faculty. He also suggested framing a feedback system with 5 metrics based on University growth parameters for the senior faculty and 2 metrics for the newly recruited faculty members to improve themselves through self - assessment. Vice Chancellor informed the members present about the computerization of the continuous feedback system; the same will be in place shortly. • An earlier suggestion given by Mr. Jeyasingh during the last (9th) IQAC meeting regarding the 'targets to be defined for each department', was referred to; in this connection, it was informed that each department presented a Five - year plan during the last academic year along with the targets for accomplishment during each year.	FIO
6	**Activities of IQAC during 2015-2016** **NBA Visit:** • Preparation for receiving NBA Expert Committee to visit the Department of Mechanical Engineering and Civil Engineering • Coordinated NBA Expert Team visit from 11th -13th September 2015 • 2-year accreditation by NBA –result announced during the last week of Dec 2015 • Preparation of NBA Appeal report and submission to NBA • 2-year accreditation was made 3-year accreditation as per the revised policy of NBA – pre-qualifier report submitted during August 2016 **NAAC visit:** • Preparation of Self Study Report of Karunya University from August 2015 • Online Submission of SSR to NAAC on 3rd Feb 2016 • Preparing the Campus for NAAC Peer Team Visit from Feb 2016 • Coordinated NAAC Peer Team visit from 5th – 7th May 2016 • KU accredited with 'B' Grade – score 2.91 out of 4.00	FIO

	Seed money: • Scrutinized the proposals submitted by the staff and students for 'seed money' in the committee comprising of the Vice-Chancellor, IQAC Coordinator and the Heads of the Departments • Funds granted as seed money was Rs.12.34 lakhs during the academic year 2015-16. **Academic Audit:** • Conducted academic audit for both Even and Odd semester 2015-2016 • Scrutinized the reports from External Academic Auditors, prepared a report and sent suggestions for inclusion in the academic system. • Based on the suggestions given by Academic Auditors improvements are made in the Academic Course files. • Introduced Internal Academic audit from the even semester of 2015-16 • Mid-term audit to be conducted **Research Audit:** IQAC analyzed the reports from research audit conducted by the Controller of Examinations and appraised the departments by sending the comparative scores for the departments in terms of various requirements for accreditation. **Gender Audit and Energy Audit:** Initiated Gender Audit and Energy Audit nominating appropriate committees. **Performance Analysis:** Conducted Performance Analysis of 19 Departments based on the AQAR Scores and the best 5 departments were given awards.		
7	**IQAC Awards** During the academic year 2015-2016, IQAC identified 9 best researchers, 9 faculty achievers and 5 best departments across the University for suitable awards. Achiever awards were given to faculty members who received funded projects from Government funding agencies for research such as DST (TSDP), MNRE, and DBT etc. HEAD-IQAC shared his proposal on nominating an award for the 'best innovative teacher'; this will be on the basis of the 'activity based teaching' which has just been introduced.	IQAC	

	Dr. Moses Santhakumar wanted to know about the evaluation procedure for identifying the 'best innovative teacher'. Mrs. Sweety Jose mentioned about the 10 point scale evaluation metrics being practiced in PSG Tech for selecting the faculty for best teacher award. Vice Chancellor suggested an evaluation metrics based on subject knowledge, student feedback on the staff and innovative methods used for teaching-learning process	
8	**Key innovations reported by the departments** • Novel Volume Measurement Device for Automobile Fuel Tanks • Low cost vacuum suction based wound healing • Non-invasive blood glucose monitor • Non-invasive blood pressure monitor • Non-Invasive haemoglobin monitor It was informed that the above innovations are from the EIE department.	FIO
9	**Major funded projects** Among the funded projects received by the University during the academic year 2015-16, the following were the projects which received major funds from DST (TSDP) • Smart Magne tor heological Damper for Enhancement of Seismic Resistance of Structures – funded by DST- TSDP – Total grants sanctioned: 1.79crores • Enhanced Source separation tool for interrogating neurological (Seizures) Disorders - funded by DST- TSDP - Total grants sanctioned: 43.5 lakhs	FIO
10	**Comparative Charts for various activities during the last 3 year:** Head IQAC shared the comparative charts for various activities such as funded projects, research publications, faculty participation in seminars/workshops/ conferences in national/international level, revenue generated through consultancy and student achievements during the last 3 years. From the graphs, it was found that the faculty participation in National and International level events during 2015-16 was relatively lower compared with those during the academic year 2013-14. The reasons for the same were discussed in the forum and Mr. Jeyasingh suggested fixing mandatory scores for faculty to improve the research contribution in terms of attending the international/ national level events. He also suggested that the faculty should be motivated to attend events in other institutions/countries to enhance their knowledge in cutting edge technologies. As an Industrialist, he also cautioned about the recession which is likely to hit the globe during the period from 2018 to 2020 and the strategical	FIO

		preparedness being put in place by the Industries. Therefore, the University must impart an attitude for lifelong learning to its students; this will help place the students on a strong career platform.	
		Registrar mentioned about the funding given to the faculty for attending national/international conferences and incentives given to faculty members for quality publication and funded projects.	
		Vice chancellor pointed out that the faculty up- gradation is very important in the growth of the university. He also insisted on industry linkage which would improve the research knowledge relevant to the industry.	
		Dr. Moses suggested providing workload relaxation for researchers. He appreciated the continuous assessment system which is in practice. Vice-Chancellor pointed out that in the presently implemented appraisal pattern, faculty with inclination towards research had the freedom to devote a larger share of the working hours for research.	
11	**Strength and concerns** Based on the presentation on comparative progress charts the strengths and weaknesses are identified for improvement in future. However, it was pointed by the Vice-Chancellor that performance by other deemed universities is to be considered for the purpose of comparison/benchmarking rather than KU's own past performance. **Strengths** - Major Funded Projects - Publication in Scopus indexed/peer reviewed journals - Research Awards received - Faculty as Resource Persons in International level events - Faculty as Resource Persons in National level - Faculty attended seminars in International level - Pass percentage of students - Campus placement - No. of Companies visited the campus for placement - No. of extension activities conducted - Participation of students in sports and games - Medals/awards won by students in sports and games **Concerns:** - No. of papers presented in National and International level conferences - Faculty participation in Seminars/ Workshops in National level - Revenue generated through Consultancy and Testing - Participation of students in co-curricular activities (marginal drop) - Industry collaborations - Innovations - Patents	FIO

	Mrs. Sweety Jose raised a question on the number of placements in core companies. It was informed that the present status is not really appreciable. Vice Chancellor emphasized the importance of the effective functioning of Industrial advisory board in every department to monitor the industry interaction which will enhance student-placement. IQAC is required to monitor these activities. He also informed that survey among the students will be taken by the IQAC to identify the groups of students interested in core company placements, software company jobs, entrepreneurship and higher studies and plan intervention strategies to customize learning as per their needs.	
12	**New practices introduced during this academic year 2016-17** Head, IQAC presented the following new practices introduced during ~~this~~ the current academic year 2016-17 - Professional Development Account for faculty - Project based assessment for UG courses - Research based assessment for PG courses - Activity based learning - Faculty choices for courses - Video lectures – preparation started - MOOC - courses - WhatsApp group discussion forum for the courses - Faculty uploading video lectures in Youtube - Solid waste Management: Paper Recycling Plant and Vermi-composting The Vice Chancellor informed the members present about the guidelines given by the UGC in connection with allowing students to take up to 20% of MOOC courses on SWAYAM by MHRD each semester. The viability of implementing the same will be studied. He also informed that the faculty members were asked to do two courses per year from MOOC platform for their knowledge upgradation from this academic year onwards.	
13	**IQAC targets** Head, IQAC presented the following targets to be carried out during the current academic year 2016-17. - IQAC ALERT – News Bulletin -Quarterly - Creating forum to share interesting activities used by faculty in their courses - Ensuring functioning of Industry advisory committee in departments - Conducting a survey to assess student preferences for core company jobs, software jobs, entrepreneurship and higher studies – planning of Intervention strategies – and orienting them accordingly - E-course file management	IQAC

	- Google class rooms - Training on 'Outcome based Education' - Quality assurance for Accreditations - Identifying, motivating and recognizing Innovative and best practices of the departments The IQAC members were asked to give their overall comments/suggestions for further improvements. The following comments were given: **Mr. P. Jeyasingh, Chief Operating Officer, Jasmin Infotech Pvt. Ltd., Chennai** He thanked the University for providing an opportunity to contribute suggestions for the development of University. He appreciated the IQAC for arranging a well planned meeting. He also appreciated the initiatives taken by the University regarding academic staff college and e-governance. Initiatives on lecture capturing system, awards given to faculty, industry advisory board were also well appreciated. He recommended arranging Webinars on industrial courses which facilitate the sharing of knowledge. He commended the university's achievements in sports and games. He mentioned the importance of "Brand imaging", and suggested that KU have a standard **Karunya template** in all its presentations, letter heads, scribbling pads for the meetings, etc. **Dr. S. Moses Santhakumar, Professor, NIT, Trichy** He appreciated the efforts taken by the University in improving and sustaining quality in academics, infrastructure and research. Dr. Moses pointed out the minor mistakes in the draft of AQAR 2015-16 and suggested correction. **Mrs. P. Sweety Jose, Asst. Professor, PSG Tech** Mrs. Sweety suggested offering single credit courses by the industrial experts which will enhance the knowledge on real time applications. She also expressed that the students could learn 20% of the content of syllabus through self learning mode in the Undergraduate programme which is being practiced in PSG Tech. **Dr. G. Prince Arulraj, Director (E&T)** He shared his opinions on inviting HODs for IQAC meetings with the external experts. He suggested conducting Parent's meeting exclusively for first year students in the University campus. He also insisted on the choice of the faculty in selecting the students for their courses which will enable	
		IQAC
		CBCS
		IQAC

	advanced learning. Best practices followed in other universities may also be studied and implemented in KITS. Faculty visiting other universities may be asked to submit a report on the best practices being followed in other universities. **Dr. T. V. Christy, Professor, KITS** He expressed the importance of faculty sensitization on the practices of IQAC. He also suggested making available suitable forums such as special faculty meetings, where the best practices followed in university departments/ other universities can be shared. **Registrar** He suggested IQAC to conduct a conference in collaboration with NAAC/NBA **Controller of Examinations** It is necessary to create 'Question banks' from which question papers for various courses can be automatically generated.	
14	The meeting ended with the vote of thanks by the Registrar	

Head-IQAC 29/8/16

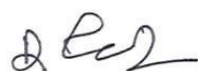Vice Chancellor

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**Action Taken Report on the minutes of 10th IQAC Meeting held on
26th August 2016**

S. No.	Item Discussed	Action To be taken
1.	Head-IQAC shared his proposal on nominating an award for the 'best innovative teacher'; this will be on the basis of the 'activity based teaching' which has just been introduced.	It is implemented
2.	**NBA** • Preparation of NBA Appeal report for B.Tech Civil Engineering and B.Tech Mechanical Engineering Programs and submission to NBA	Appeal report submitted to NBA and the Heads of the Departments of Civil and Mechanical Engineering visited NBA, Delhi to clarify on few parameters
3.	**Gender Audit and Energy Audit:** Initiated Gender Audit and Energy Audit nominating appropriate committees.	Audits were carried out.
4.	Vice Chancellor suggested an evaluation metrics based on subject knowledge, student feedback on the staff and innovative methods used for teaching-learning process	It is implemented through online mode.
5.	Mrs. P. Sweety Jose mentioned about the 10 point scale evaluation metrics being practiced in PSG Tech for selecting the faculty for best teacher award.	In KITS evaluation is made on 5 point scale.
6.	Mr. P. Jeyasingh suggested fixing mandatory scores for faculty to improve the research contribution in terms of attending the international/ national level events. He also suggested that the faculty need to be motivated to attend events in other institutions/countries to enhance their knowledge in cutting edge technologies.	It is implemented
7.	Vice Chancellor pointed out that the faculty up-gradation is very important in the growth of the university. He also insisted on industry linkage which would improve the research knowledge relevant to the industry.	It is in practice by all the faculty members.

Head – IQAC

Copy to: The Vice-Chancellor – for kind information

The Pro-Vice Chancellors – for kind information

The Director (E&T) – for kind information

HoDs

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