

MINUTES OF THE 9th IQAC MEETING
HELD at 10.30 a.m. on 29th May 2015
IN THE VICE CHANCELLOR'S CONFERENCE HALL.

Members Present

1. Dr.S. Sundar Manoharan, Vice Chancellor – Chairperson
2. Dr. C. Joseph Kennady – Registrar
3. Dr. S. Darius Gnanaraj – IQAC Co-ordinator
4. Dr. S. Moses Santhakumar, Professor, NIT, Trichy
5. Mr. P. Jeyasingh, Jasmin Infotech Pvt. Ltd., Chennai
6. Dr. A.Hepzibah Christinal – Controller of Examinations
7. Dr. Annie Gibson, Medical Officer – Sheesha – KRCH
8. Mr. A.J. Jeys, Chief Technology Officer
9. Dr. S. Arul Mugilan, Associate Professor – Bioinformatics
10. Dr. S. Immanuel Alex Pandian, CBCS Co-ordinator (UG)
11. Dr.V.Vijaikanth, CBCS Co-ordinator (PG)

Minutes	Action to be taken by
<p>The meeting started with an opening prayer by Dr.A.Hepzibah Christinal.</p> <p>The Vice Chancellor in his opening remarks briefed about the NAAC visit which took place during 5-7 August 2014 and the preparations carried out for receiving NBA Expert Team for the accreditation of B.Tech. Civil Engineering and B.Tech. Mechanical Engineering programmes. Since NBA Committee could not visit during the last semester, a fresh set of 5 slots are sent by the University requesting the NBA Expert Committee to visit the University during the ensuing semester. He added that DST Incite Cell is active and during the last one year, six patents have been filed by the University. An Innovation Centre is commissioned by the University in the School of Electrical Sciences by Salzer Electronics Ltd. IBM has signed a MoU with the University and a 30 seater terminal has been provided for Big Data Analytics. A Design Lab is provided to the School of Mechanical Sciences which is housed in Aerospace building. The research ambience in the University is good and many faculty members have sent proposals for receiving grant from Government funding agencies. Academic audits and Research Audits have been conducted and they are analyzed by IQAC.</p> <p>Then the Vice Chancellor asked the IQAC Co-ordinator to carry out with the Agenda.</p>	Information

Agenda 1. Outcome of the Minutes of the 8th IQAC Meeting and matters arising out of it.	
The following information were shared by the IQAC Co-ordinator:	
<ul style="list-style-type: none"> • Best Researcher Awards were given by the Registrar’s Office and HR Department to faculty members who were successful in bringing research from Government funding agencies during the last Staff Retreat. This practice to continue every year during Staff Retreat. 	Registrar HR Manager
<ul style="list-style-type: none"> • Women Care rooms were provided with required furniture and medicine in all academic blocks and are being used by Women students and faculty members. 	Information
<ul style="list-style-type: none"> • The construction of an Academic Staff College was proposed and the Chief Engineer (Construction and Maintenance) and IQAC Co-ordinator visited Bharathiyar University, Coimbatore and studied the requirements. A blue print has been prepared by an Architect and it will be sent to the University Management for approval. The Academic Staff College will be constructed close to the University Guest House which will be worth Rs.6.5 crores. 	Chief Engineer (CM) and Registrar
<ul style="list-style-type: none"> • Eleven mega classes are being conducted successfully in which one faculty member is teaching in each class and two faculty members assist in teaching tutorials and evaluation work. 	Information
<ul style="list-style-type: none"> • Under CBCS programme, a student is permitted to take a minimum of 18 credits and a maximum of 27 credits. 	
<ul style="list-style-type: none"> • Controller of Examinations presented the details of Research Scholars who did not attend the Research Audit. 	
<ul style="list-style-type: none"> • The CoE also informed that Ph.D. Regulations are revised in the year 2015 and it will be placed in the next Academic Council and Board of Management for approval. A few of the changes proposed in the new regulations are: <ul style="list-style-type: none"> ❖ Comprehensive Viva voce exam will be conducted. ❖ Registration will be confirmed after 18 months after successfully completing all Course Works, Literature Survey Seminar and Comprehensive Viva Voce exam. ❖ Full time scholars have to attend class physically at least for one subject out of the course work prescribed. 	CoE Registrar
<ul style="list-style-type: none"> • CoE organized a colloquium for Ph.D. Research Scholars. The programme was a success. 256 Research Scholars attended out of 480. 	
<ul style="list-style-type: none"> • IQAC Co-ordinator informed that Faculty members were given opportunity to share about their Research work and sophisticated equipments used for Research in the morning assembly to students and faculty members. This programme is given a name, “Know your Faculty”. This practice is good for promoting interdisciplinary research. 	Information

<ul style="list-style-type: none"> • IQAC Co-ordinator presented the outcome of Academic Audit Reports conducted during the past 5 years. He thanked the External Expert Dr.S.Moses Santhakumar for his contributions in conducting Academic Audits from NIT, Trichy during the past 5 years. The documentation of Academic Course files was streamlined which includes the improvement of attendance register (blue book) format of question papers and format of answer books used for the internal examinations as well as end semester examinations. The practice of giving direct feedback by the External Academic Auditor to the subject teacher helped to a greater extent in improving the quality of teaching by every individual faculty member. Mr.P.Jeyasingh suggested that the External Academic Audit has to be conducted every Semester, otherwise there will be slack in the quality maintained by Faculty members in Teaching and Research. The Registrar confirmed that the External Academic Audits will be conducted once in a Semester for ever. 	<p>Directors HoDs CoE</p>
<ul style="list-style-type: none"> • IQAC Co-ordinator mentioned that the quality of academic work has been increasing steadily through the suggestions given by External Academic Auditors. Since the University is contemplating on paperless systems, he requested the Chief Technology Officer to explain how the electronic version of Academic Course file can be developed as a module in ‘myKarunya’ Campus Management System. The Chief Technology Officer explained the plans to be implemented and said that the external auditor also can audit the e-files from a remote location and send his comments to the University. 	<p>CTO</p>
<p>Mr. P.Jeyasingh, External Expert member of IQAC gave the following suggestions for strengthening the e-governance:</p>	
<ul style="list-style-type: none"> • ‘Dash boards’ are to be provided to the Vice Chancellor and the Registrar. Every morning by 10 a.m. the system will generate a report showing the number of Faculty absent Department-wise and the number of students absent class-wise. 	<p>CTO</p>
<ul style="list-style-type: none"> • Feedback process mechanism to be standardized online. Survey / feedback from students on each faculty and on each subject are to be obtained after every month and the data to be processed by the Chief Technology Officer and reports are to be sent to the Vice Chancellor, Registrar, Directors of Schools and IQAC Co-ordinator. 	<p>CTO</p>
<ul style="list-style-type: none"> • Performance appraisal using 360° feedback system has to be developed and the performance of every staff has to be assessed using this system. 	
<ul style="list-style-type: none"> • Dash board systems are to be introduced for Research discussions. 	<p>CTO</p>
<ul style="list-style-type: none"> • ‘To do list’ has to be generated for faculty. 	<p>CTO</p>

<ul style="list-style-type: none"> • Target should be set for every department for improving the Journal paper publication • Survey is needed for any new activity / process to be introduced by the University – from students and staff. • Gender Audit Committee is conducting the 3rd Gender Audit and outcome will be placed in the next IQAC meeting. • 3rd Green Audit is being conducted by the Committee and outcome will be placed in the next IQAC meeting. • IQAC Co-ordinator mentioned that ISO9001 and ISO14001 Certificates are to be supported by relevant quality manuals and quality checks should be conducted periodically by using the standard practice. Registrar ensured that steps are being taken to streamline the standard quality practice. • IQAC Co-ordinator informed that about 142 faculty members out of 452 faculty members are using Learning Management System (LMS) effectively. A workshop will be conducted on 22.6.2015 for the remaining 310 faculty members to motivate them to start using LMS from the ensuing semester. • External Experts were promised that the output quality of Ph.D. scholars will be increased by making the regulations more stringent. • Registrar informed that the clash of lab exams and end semester exams are avoided in the case of CBCS. 	<p>CTO</p> <p>Vice Chancellor</p> <p>Registrar</p> <p>Director SBTHS</p> <p>Chief Engineer (CM)</p> <p>Registrar IQAC Co-ordinator</p> <p>IQAC Co-ordinator</p> <p>CoE</p> <p>CBCS Coordinators</p>
<p>Agenda 2: Research Audit reports of all departments for the Academic year 2014-15</p> <p>Research Audits were conducted by the Controller of Examinations and IQAC analyzed the research audit reports of all departments and a report was submitted to the Committee members which is attached herewith in Appendix-1.</p> <p>It was highlighted that 358 Research Scholars out of 438 attended the Research Audit amounting 81%. About 58 Ph.D. scholars have arrears in the payment of fees amounting to Rs.25,00,520/-. Excerpts of suggestions/comments given by External Research Auditors were discussed. The CoE as well as IQAC Co-ordinator were asked to circulate important suggestions to faculty members for improving the quality of Research carried out by Research Scholars.</p>	<p>Finance Officer CoE IQAC Coordinator</p>
<p>Agenda 3 : Academic Audit reports of all departments of the Odd semester of the Academic year 2014-15</p> <p>The suggestions/comments given by the External Academic Auditors were discussed and IQAC Co-ordinator was asked to circulate the suggestions/comments to faculty members for improving the quality of academic work. A report on the outcome of</p>	<p>IQAC Coordinator</p>

<p>Academic Audit is attached in Appendix -2.</p> <p>Agenda 4: NAAC Peer Team visit – 5th to 7th August 2014</p> <p>The outcome of NAAC Peer Team visit was presented to the Committee members. The following were highlighted:</p> <ul style="list-style-type: none"> • The Institution is accredited NAAC ‘B’ grade with CGPA 2.70 • The NAAC Peer Team indicated that the library space is small for the University. Subsequently, the area was increased to 30,000 sq. ft. from 10,000 sq. ft. • NAAC Peer Team indicated that plates are to be supplied and maintained by the University in the Students’ Mess. The University is making arrangements to implement these guidelines. • NAAC Peer Team suggested that two tier beds in hostels are to be avoided for the University status. Since it is difficult to construct new hostels, the University is making arrangements to convert at least one hostel with 3 students in a room having all their cots placed on the floor. • The University is awaiting results for the appeal sent to NAAC on 10th November 2014. • IQAC is preparing NAAC SSR for the period from 2011 to 2015 for the purpose of Re-Assessment to be submitted after 24th September 2015. 	<p>Information</p> <p>Director-Campus Life Registrar</p> <p>Director-Campus Life Chief Engineer (CM)</p> <p>Information</p> <p>University/ Department IQAC Coordinators</p>
<p>Agenda 5: Activities carried out by IQAC during the last 11 months</p> <p>IQAC Co-ordinator has made a presentation and informed the members present about the work done by IQAC during the past 11 months. The details are available in Appendix 3.</p>	<p>Information</p>
<p>Agenda 6: Best Department Awards</p> <p>IQAC Analyzed the performance of 19 Departments using scores based on the Annual Quality Assurance Report (AQAR) and then distributed Medals and Certificates to the following Departments:</p> <ol style="list-style-type: none"> 1. Department of Biotechnology - First Place 2. Departments of ECE and CSE - Second Place 3. Departments of EEE and Civil - Third Place 	<p>Information</p>

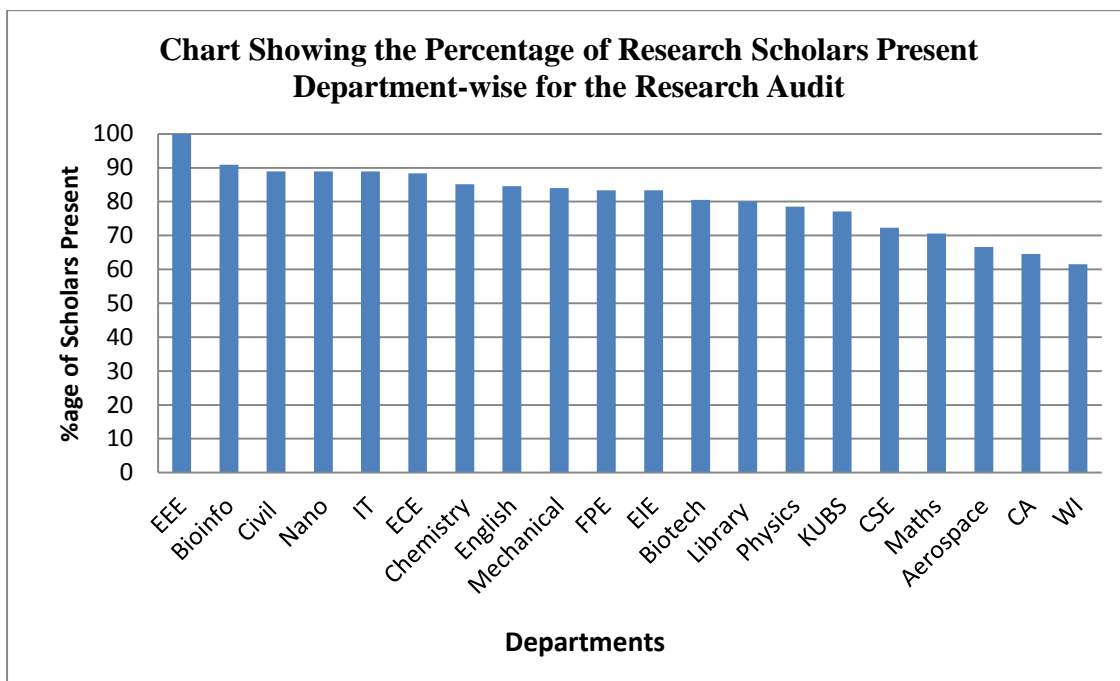
<p>Agenda 7: Any Other matter.</p> <p>IQAC Committee recommends that the University can accept Research papers published in paid Journals indexed by SCOPUS</p> <p>The External IQAC members were asked to give their overall comments / suggestions for further improvement. Their comments are given below:</p> <p>Dr. S. Moses Santhakumar:</p> <p>He appreciated the efforts taken by the University in sustaining the quality and for improving the quality. Academic and Research Audits are to be continued to maintain quality in teaching and research. The change should come from within the University. Research Supervisors and Research Scholars are to be advised to take the research to the next level. IQAC has analyzed the data and presented them well to IQAC Committee. He insisted that UG students must also be trained well, so that the percentage of UG students passing out with I class and distinction is comparable to that of the PG students.</p> <p>Mr. P. Jeyasingh:</p> <p>He thanked the University for providing an opportunity for contributing suggestions. He said IQAC has a lot of good things and has done an excellent job. He said that a change of technology is the need of the hour and proper planning and implementation is required to be done. He gave the following comments and suggestions:</p> <p><u>NAAC</u></p> <ul style="list-style-type: none"> • The NAAC appeal document is prepared very well. <p><u>Research</u></p> <ul style="list-style-type: none"> • Implementation of Innovation center /practical training by the University in collaboration with Salzer Electronics Pvt. Ltd is a very good initiative. • Sending Faculty for Post-Doctoral Research work is Excellent • Need to increase the publication of Research papers. Every year growth is needed. Papers published in Paid Journals indexed by SCOPUS can be accepted by the University. • Conducting “Know your faculty” programme is very useful. • JRF scholarship for 2 candidates from the Department of Information Technology (DIT) is very good. • University has received 2.17 Crores of research grant – very good. • Scholars are to be encouraged to present their research work in International Conferences conducted by premier Institutions. 	<p>Information</p> <p>Information</p> <p>Directors HoDs</p> <p>Information</p> <p>Information</p>
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Appendix-1

Outcome of the External Research Audit

A total of 358 out of 438 Research Scholars are audited during the academic year 2014-15. The following table shows the details of the department-wise number of scholars who presented their present status to the Auditors during the Research Audit conducted from 17.3.2015 to 11.4.2015.

Sl.No.	Dept.	Total No.of Ph.D. Scholars	No. of Scholars Present	% of Scholars Present
1	EEE	20	20	100.00
2	Bioinformatics	11	10	90.91
3	Civil	45	40	88.89
4	Nanoscience and Tech	9	8	88.89
5	IT	9	8	88.89
6	ECE	43	38	88.37
7	Chemistry	27	23	85.19
8	English	13	11	84.62
9	Mechanical	50	42	84.00
10	Food Pro. & Engg.	12	10	83.33
11	EIE	6	5	83.33
12	Biotechnology	36	29	80.56
13	Library & Info. Science	5	4	80.00
14	Physics	28	22	78.57
15	KUBS	35	27	77.14
16	CSE	25	19	76.00
17	Mathematics	17	12	70.59
18	Aerospace	3	2	66.67
19	CA	31	20	64.52
20	Water Institute	13	8	61.54
	Total	438	358	81.74



Details of Fees due from Ph.D. Scholars.

The following table shows department-wise fees dues resulting from lack of progress in research work and many of them are not interacting with their supervisors.

S.No.	School/Department	No. of Ph.D. Scholars having dues	Amount due as on 23.4.2015
1.	Biotechnology	6	5,80,000
2.	Computer Applications	10	4,13,450
3.	Karunya University Business School	6	3,32,500
4.	School of Mechanical Sciences	6	2,64,420
5.	Chemistry	3	2,30,000
6.	Water Institute	3	1,62,500
7.	Civil Engineering	4	1,00,000
8.	Physics	4	82,500
9.	Electronics and Communication Engineering	2	80,000
10.	Nanoscience and Technology	4	45,000
11.	Information Technology	1	45,000
12.	Aerospace Engineering	1	37,500
13.	Bioinformatics	1	37,500
14.	Mathematics	2	30,000
15.	Computer Science and Engineering	2	25,000
16.	Electronics and Instrumentation Engineering	1	15,150
17.	English	1	10,000
18.	Food Processing and Engineering	1	10,000
	Total	58	Rs. 25,00,520

The following Research Auditors are invited from Educational Institutions:

S.No.	Department	Name, Designation and Address of the Auditor
1	Biotechnology	Dr. S.J. Kingsley, Director (SPS) Madras Christian College, Chennai- 59.
2	Bioinformatics	Dr. S.J. Kingsley, Director (SPS) Madras Christian College, Chennai- 59.
3	Food Processing and Engineering	Dr. S.J. Kingsley, Director (SPS) Madras Christian College, Chennai- 59.
4	Electronics and Communication Engineering	Dr. D. Sriram Kumar Head / ECE Dept. of ECE NIT Trichy 620 015.
5	Electronics and Instrumentation Engineering	Dr. S. Titus Professor & Head – EEE M.A.M. College of Engg. Trichy 621 105.
6	Electrical and Electronics Engineering	Dr. S. Titus Professor & Head – EEE M.A.M. College of Engg. Trichy 621 105.
7	School of Civil Engineering	Dr. G.S.Dwarakish Professor Dept. of Applied Mechanics and Hydraulics National Institute of Technology Suratkal, Karnataka 575 025.
8	Water Institute	Dr. G.S.Dwarakish Professor Dept. of Applied Mechanics and Hydraulics National Institute of Technology Suratkal, Karnataka 575 025.
9	Physics	Mrs. Caroline Micahel Associate Professor, Dept. of Physics, Madras Christian College, Tambaram, Chennai 600 059.

10	Nanoscience and Technology	Mrs. Caroline Micahel Associate Professor, Dept. of Physics, Madras Christian College, Tambaram, Chennai.
11	Chemistry	Dr. J. Princy Merlin Associate Professor of Chemistry Bishop Heber College Tiruchirapalli 620 017.
12	Mathematics	Dr. V.V.K. Srinivas Kumar Assistant Professor – Maths Indian Institute of Technology New Delhi.
13	English	Dr. S.Franklin Daniel Associate Professor Madras Christian College, Tambaram, Chennai 600 059.
14	Library and Information Science	Dr. S.Franklin Daniel Associate Professor Madras Christian College, Tambaram, Chennai 600 059.
15	Karunya University Business School	Dr. V.J. Sivakumar Head – Dept. of Management Studies, NIT Trichy- 15.
16	School of Mechanical Sciences	Dr. V. Sampath Professor Dept. of Metallurgical & Materials Engineering Indian Institute of Technology Madras Chennai.
17	Computer Science and Engineering	Dr. John Augustine Assistant Professor Dept. of Computer Science and Engineering Indian Institute of Technology Madras, Chennai 600 036.
18	Information Technology	Dr. John Augustine Assistant Professor Dept. of Computer Science and Engineering Indian Institute of Technology Madras, Chennai 600 036.
19	Computer Applications	Dr. John Augustine Assistant Professor Dept. of Computer Science and Engineering Indian Institute of Technology Madras, Chennai 600 036.

Excerpts of the Suggestions / comments given by External Research Auditors are given below:

GENERAL

Compre-viva

- Compre-viva not emphasized properly
- Compre-viva should be evaluated with a subject expert (not DC member)

Red Book

- The 'Red Book' could be organized or converted into a 'Red folder' as it would be easy to maintain legal papers without dog earring it.
- Red Book can contain a page at the front for Objectives / Research Plan.

Course Work

- Course work – no. of courses should be 4 (including Maths course)
- At least 2 courses per class should be physically attended by F.T. & P.T. Scholars.
- Copy of the course work completion is not found in many registers.

Fees Payment

- Fees payment advise can be sent by Finance department to Ph.D. scholars in advance.

RESEARCH

Research Area

- Research area to be narrowed down, not too broad
- 'Novelty' greatly missing in certain research topics
- Maths content not up to the mark in many research topics
- A section of scholars have to be addressed on their proper direction of research.
- Research on current topics to be encouraged.

Ph.D. Scholars

- A few scholars are found to be irregular.
- Periodic meetings with all scholars - not effective
- All scholars must read the papers thoroughly and understand the physics behind the concept of the papers.

- The interaction of most of the part-time research scholars with their supervisor is not regular. This is reflected in the maintenance of their record, progress in their research work as well as in their poor performance in their research work.
- Take more number of regular Ph.D. students and discourage part time external students who are not completing literature survey on time.
- The prolonged absentees are instructed to meet the supervisors periodically.

Ph.D. Supervisors

- More funding agencies to be identified
- Faculty should apply for DST, DST-Fast track young scientists and women fellowships.
- Cases where scholars have taken more than five years with the work still incomplete are to be seriously looked into.
- Encourage students to refer journals and conferences by the correct name. They often use terms like ‘Springer Journal’ or ‘Elsevier Journal’ which are publisher names.
- External guide to be present for research audit

PUBLICATIONS

Publications

- Candidates could be encouraged to publish more papers in Journals with impact factors
- Journal publications – mostly not having high standards
- Conference publications – generally not having high standards.
- Some scholars have published in journals without even participating in a National Conference.
- The Quantity of work done by the researchers is very good. However, the same thing is not reflected in the form of Journal papers.
- Scholars are to be advised to publish in reputed journals.

Patents

- Wherever possible, scholars should go for patenting
- Copy right could be obtained wherever possible



Appendix-2

Outcome of the External Academic Audit of the Academic work done by Faculty members during the Odd Semester of the Academic year 2014-15.

External Academic Audits were conducted by the Directors of Schools / Heads of Departments from 9.12.2014 to 30.1.2015. The External Academic Auditors were invited based on the approval given by the Vice Chancellor. The following is the list of Academic Auditors invited by the University for conducting their Academic Audit.

S.No.	Department	Name, Designation and Address of the Auditor
1.	Computer Science and Engineering	Dr. D. George Washington, Director, Knowledge Data Centre, Anna University, Chennai Dr. Purushothaman, Associate Professor, Dept. of CSE / IT Govt. College of Technology, Coimbatore
2.	Information Technology	Dr. M.L. Valarmathi, Associate Professor Government College of Technology Coimbatore.
3.	Computer Applications	Dr.M. Sundaresan, Professor & HoD i/c Dept. of Computer Science, Bharathiar University, Coimabtoe.
4.	Karunya University Business School	Dr. R. Saravanan, Professor and Director School of Management Sri Krishna College of Technology Coimbatore 641 042.
5.	Aerospace Engineering	Dr. A.P. Haran, Professor & Head Dept. of Aeronautical Engineering Park College of Engineering & Technology Kaniyur, Coimbatore 641 659.
6.	Mechanical Engineering	Dr. G. Sundararaj, PSG College of Technology Coimabtoe.
7.	Civil Engineering	Dr. P.D. Arumairaj, Professor – Dept. of Civil Engineering Govt. College of Technology Coimbatore.

8.	Electrical and Electronics Engineering	Dr. Rani Thotungal Professor & Head Dept. of Electrical and Electronics Engineering Kumaraguru College of Technology Chinnavedampatti Coimbatore 641 006.
9.	Electronics and Media Technology	Dr. M.Srihari Assistant Professor Dept. of Communication and Media Studies Bharathiar University Coimabtoe
10.	Electronics and Communication Engineering	Mrs. V.Seetha Lakshmi, Nehru Institute of Technology, Coimbatore Dr.P.T.Vanathi PSG College of Technology Coimbatore
11.	Electronics and Instrumentation Engineering	Dr. S.Esaki Rajan Associate Professor, Department of ICE PSG College of Technology, Coimbatore.
12.	Food Processing and Engineering	Dr. Lalitha Ramaswamy Associate Professor & Head Dept. of Nutrition, Food Service Management & Dietetics PSG College of Arts and Science Coimbatore 641 014.
13.	Bioinformatics	Dr. S.Selvaraj Associate Professor, Dept. of Bioinformatics Bharathidasan University Tiruchirapali 620 024.
14.	Biotechnology	Dr. Vinohar Stephen Raphael Associate Professor Dept. of Biotechnology Kumaraguru College of Technology Coimbatore 641 006.
15.	English	Dr. Suresh Frederick Associate Professor & UG Head Dept. of English Bishop Heber College Tiruchirappali 620 012.
16.	Mathematics	Mrs. T.Sampoornam Head and Associate Professor P.G. & Research Dept. of Mathematics Government Arts College Coimbatore 641 018.

		Mr. E. Ramesh Kumar Associate Professor Dept. of Mathematics CMS College of Arts and Commerce Coimbatore.
17.	Physics	Dr. S. Gopal Professor & Head Dept. of Science and Humanities Kumaraguru College of Technology Coimbatore.
18.	Chemistry	Dr. M. Kumaravel Professor & Head Dept. of Chemistry PSG College of Technology Coimbatore.
19.	Nanoscience and Technology	Dr. S. Agilan Associate Professor Dept. of Physics Coimbatore Institute of Technology Coimbatore
20.	Value Education	Rev. B. Christopher Professor in New Testament South India Baptist Bible College and Seminary Coimbatore

The Auditors have gone through the Course files of Theory and Laboratory Subjects and gave their suggestions and comments for improving the quality of Teaching and Learning. IQAC has classified them under the following headings:

- ❖ General
- ❖ Theory,
- ❖ Laboratory and
- ❖ Evaluation

The suggestions / comments are given below:

General

1. The process of academic audit being held for more than five years is well established and appreciated.
2. Academic audit process incorporated in the system will enhance the quality of teaching. It is highly appreciated.
3. Continuous improvement of maintenance of records could be observed.

4. The compilation of all the papers related to the subject is very good. Faculty members have done a commendable job on the documentation of their work.
5. The course files are maintained well and periodically verified by HoD and the Director.
6. The Choice Based Credit System (CBCS) which is introduced into the curriculum is a good idea. The CBCS will help the student to select subject related to their area of interest. Objective questions will enable the students to think well, it will also help them to prepare for competitive examinations.
7. More mini projects and seminars will help the students to face real life challenges effectively.
8. The overall performance of the students is good.
9. A self study report of the faculty about the outcome of these Quality assessment carried out can be included in the Course file format.
10. It was observed that there are some mismatches between one faculty and the other with the same subjects or with the same subject credits. If the faculty misses classes, he or she can take compensatory classes to have uniformity.
11. Few grammar mistakes in the question paper need attention.
12. Course file forms to be filled in all respects.
13. Over writing in blue books shall be avoided.
14. Action taken report for students, who had scored less than 50% should be included in course file.
15. Students should be motivated to take the tests seriously.

Theory

1. The assignments given to the students are really creative and challenging.
2. Teaching material like PPT are good and useful.
3. In many blue books, the syllabus coverage is not documented.
4. Teaching plan should be approved by HoD especially for CBCS pattern as detailed syllabus is not given and it is only decided by the Faculty
5. Internal question paper can have more analytical thinking pattern. Which will make students to think application oriented aspects. Assignment should be practical oriented

like presentation and discussion. Students should be able to provide his ideas and concepts.

6. The standard of question papers is to be improved by including more analytical questions.
7. Field visits and case studies in the field shall be given as one of the component of the quality assessment.
8. In quality assessment, case studies in latest emerging applications have to be incorporated.
9. Reference to be added in the quality assessment.
10. It should be ensured that they learn to prepare reports on their own; not just download from the internet.
11. Students must be asked to refer NPTEL and other learning materials.
12. Assignment question shall be written before the answer.
13. The standard of Assignments is poor and need to be improved.
14. For programming language subjects, mini-projects and application development should be given, so as to make the students learn and practice the language. Note: Giving assignments or term papers don't serve the purpose.

Laboratory

1. Laboratory records are maintained properly. But, in some course files lab manuals not attached.
2. Procedure in the record shall be written in the passive voice.
3. Standard units shall be followed in the observation, tabulation, calculation and in graphs.
4. Range and the permissible limits are to be provided in the lab manual.
5. Sketch of the experimental set up to be drawn in the Lab Manual and in the Lab Record.
6. One or two thought provoking questions shall be given as prelab questions.
7. In laboratory test, innovative questions based on the applications of the experiments done in the lab can be included.
8. It is suggested that, in observation and record note book, students may be asked to write their 'comments on the Results'.

9. In UG, Laboratory Observation and Record for each experiment, the students can write about the difficulties they had come across while doing experiment and how they resolved them under the heading “inference” before the results.
10. For networking lab, latest open source tools can be used.
11. Lathe shop procedure is to be corrected as it is not reflecting the actual practice.
12. Few entries of marks in yellow book for laboratory courses do not match with entries in computer generated IA report.

Evaluation

1. The marks were correctly entered and the evaluation method is good.
2. Answer sheets are well evaluated.
3. PG questions are too general. Questions must be asked in application areas.
4. In general the quality of Question paper for PG has to be improved. Analytical questions can be given.
5. Standard of question paper has to be improved.
6. It is better to give one or two analytical questions in the core subjects.
7. Typographical error in question paper could be avoided.
8. The questions should not be direct and easy. About 20% of the questions in a question paper are to be “tough”.
9. For analytical subjects, scheme of valuation shall be prepared by faculty members before correcting test papers.
10. While valuing the answer scripts, faculty members shall write comments for wrong answer, so that students can know the mistakes that they have committed.
11. The date entered in the attendance column and notes of lesson column do not match in the Blue Books of many faculty.
12. Assignment / seminar topics should have relevance to the syllabus. It is compulsory to include reference section in assignments / mini projects. Reference should be strictly from books / peer reviewed journals only. Websites should not be included.



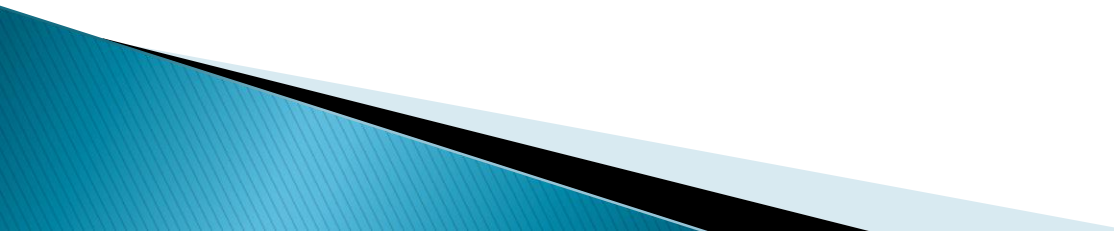
Appendix -3

9th IQAC Meeting

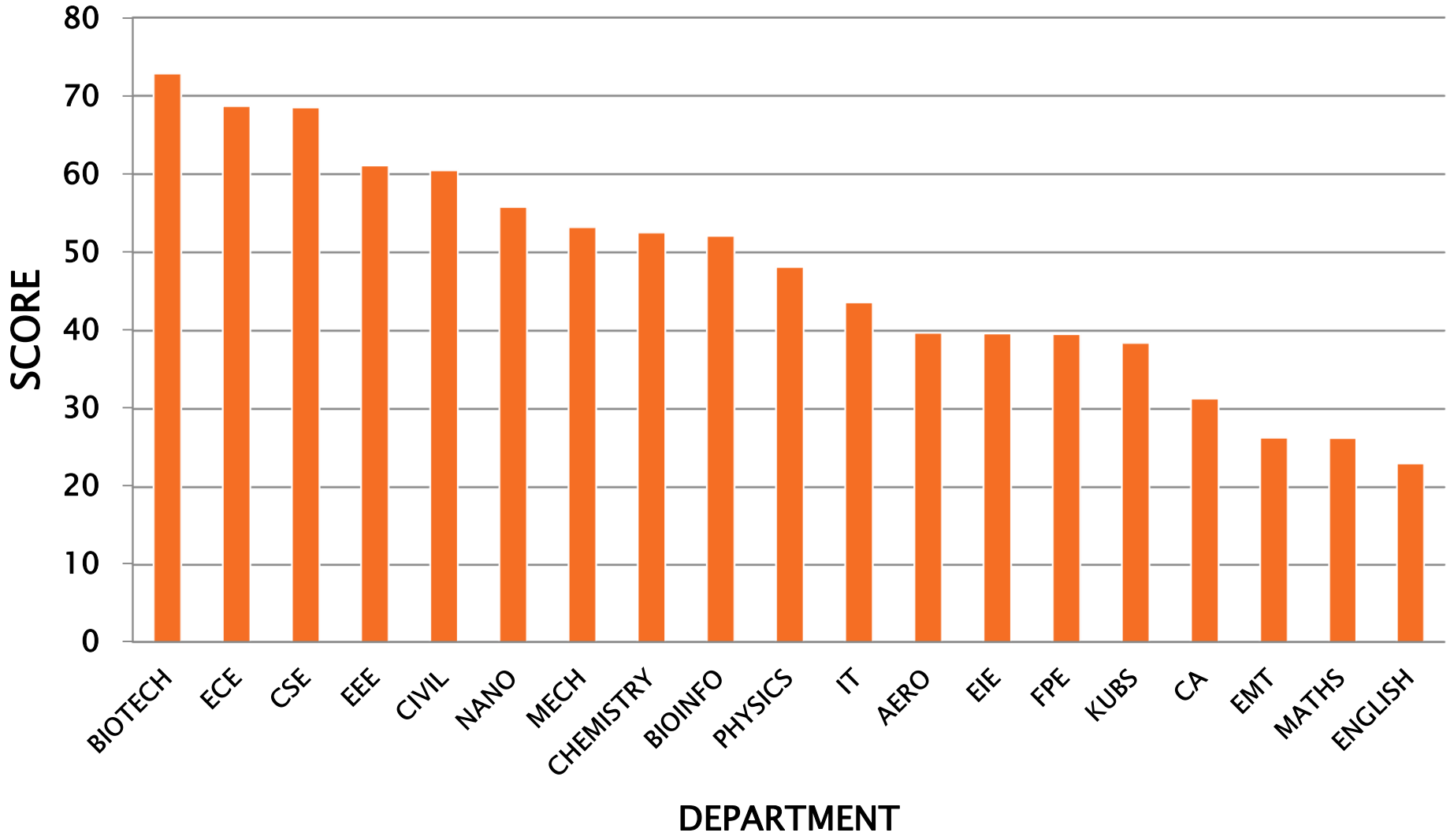
Work done by IQAC during the past 11 months

**Dr. S. Darius Gnanaraj
IQAC Co-ordinator
29th May 2015**

Work done by IQAC during the past 11 months

- ▶ Preparation for receiving NAAC Peer Team visit
 - ▶ Co-ordinated NAAC Peer Team visit from 5-7 August 2014
 - ▶ Printing of Appeal and submission to NAAC on 10.11.2014
 - ▶ Co-ordinated the preparation of NBA Applications of the School of Civil Engineering and the Department of Mechanical Engineering
 - ▶ Conducted Performance Analysis of 19 Departments based on the AQAR Scores.
- 

IQAC SCORE 2013-14



Distributed Medals and Certificates to Departments which claim first 3 places.



The Department of Biotechnology received the first place.

Department of Electronics and Communication Engineering and the Department of Computer Science and Engineering received the Second Place.



ECE



CSE

The Department of Electrical and Electronics Engineering and Civil Engineering received the third place.

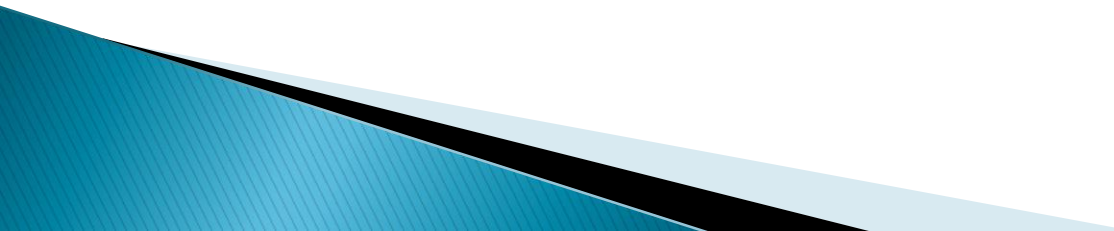


EEE



Civil Engg.

Work done by IQAC

- ▶ Annual Quality Assurance Report (AQAR) submitted to NAAC on 31.10.2014 after getting the approval of Academic Council and Board of Management.
 - ▶ Reviewed the outcome of Seed Money distributed during 2013–14.
- 

Out come of Seed money (2013-14)

(details available in Appendix-4)

Amount Sanctioned	Rs.11,87,021
Amount Spent	Rs.7,22,056
Percentage of Amount Spent	60%
Funded Project Received / Proposals sent	Sent-3 Under Preparation-22
International / National Paper with Impact Factor (Indexed in Scopus)	Published-4 Submitted-3 Under Preparation-29
Int. / National Conf. Paper with / without proceedings	Presented-18 Under Preparation-10
Patent	Commercialization Potential-3 Under Preparation: Patent-5 Copyright-1
Project Report / Research Report	Faculty Report-4 M.Tech.-15 B.Tech.-13 M.Phil.-1 M.Sc.-1 Project File-2
Any other outcome	Prototype-21

IQAC conducted a ½ day workshop on Learning Management System (LMS) for 7 Directors and 10 HoDs with the help of Head-CTC on 12.2.2015.



LMS Workshop on 12-2-2015

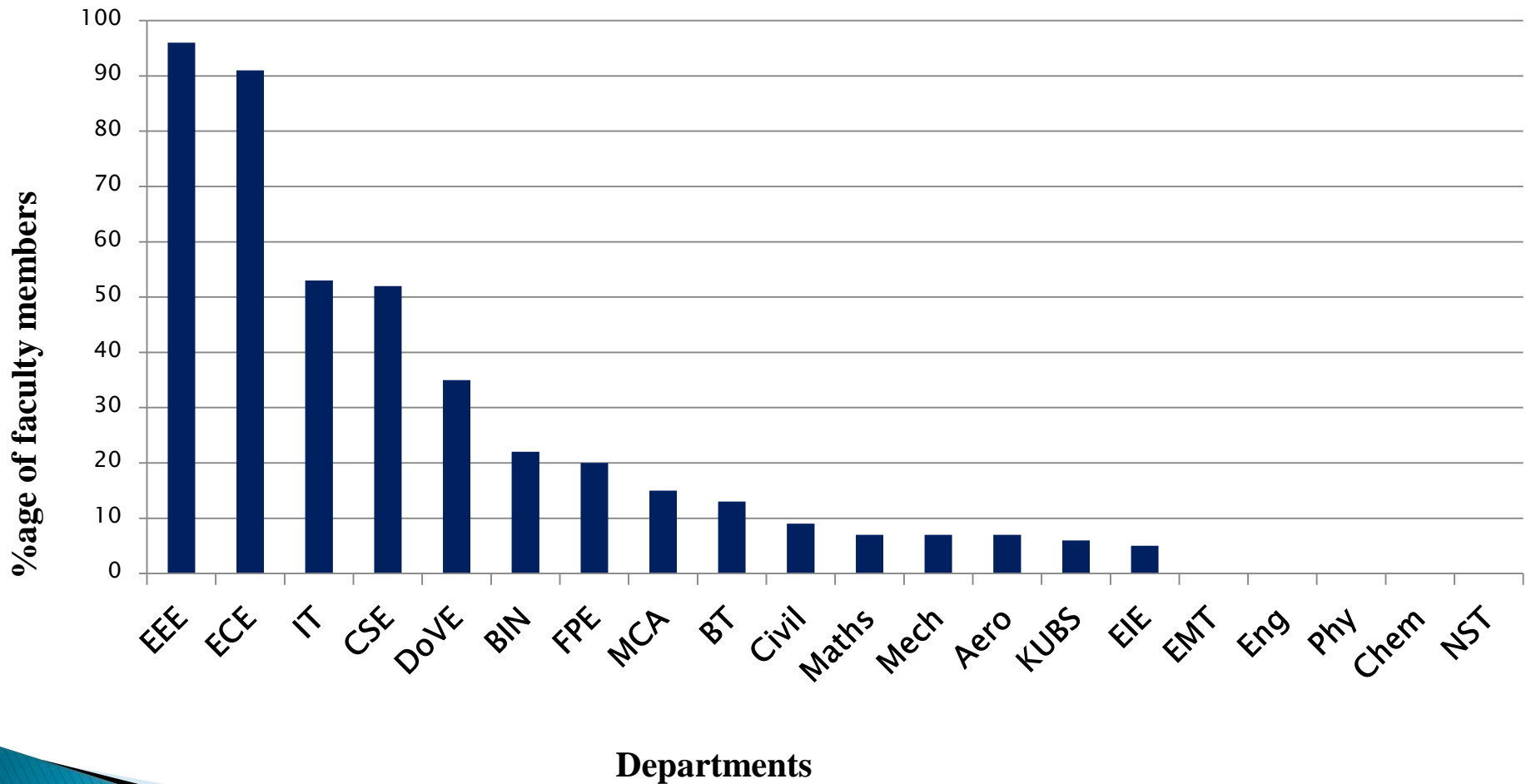
IQAC Co-ordinator giving Opening /Closing remarks



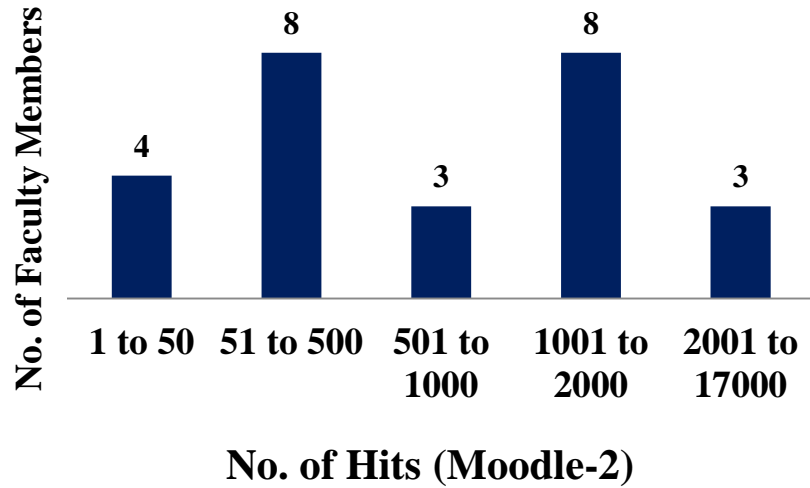
Work done by IQAC

- ▶ IQAC analyzed the LMS (Moodle-2) usage by Faculty members of Karunya University and found that 142 faculty members are using LMS and 316 faculty members require training to use LMS.
- ▶ IQAC is preparing to conduct a half-a-day workshop to 316 faculty members on 23.6.2015
- ▶ The following slides give the statistics of LMS (Moodle-2) usage:

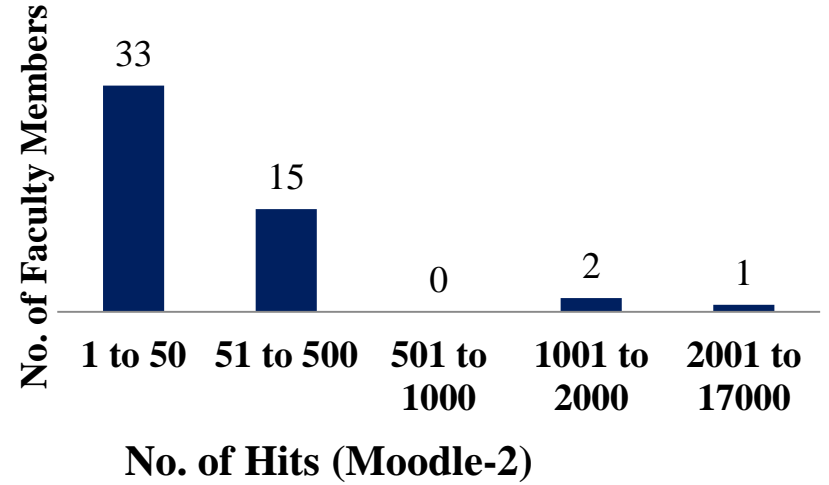
%age of Faculty members using LMS (Moodle-2) in each Department



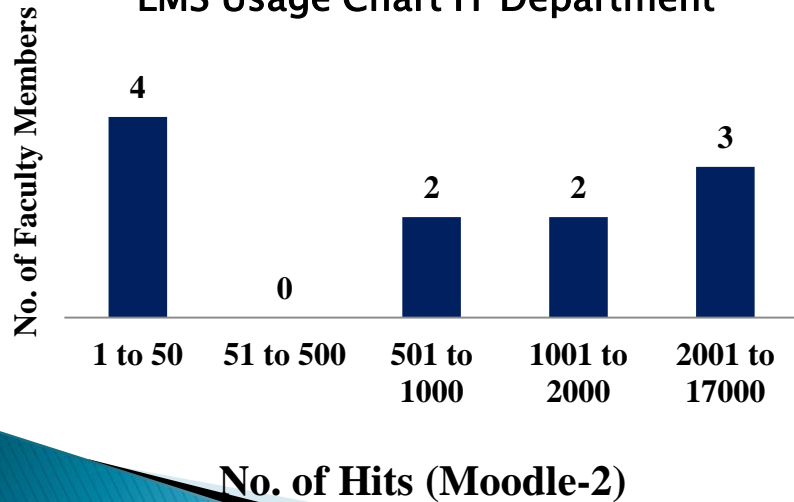
LMS Usage Chart EEE Department



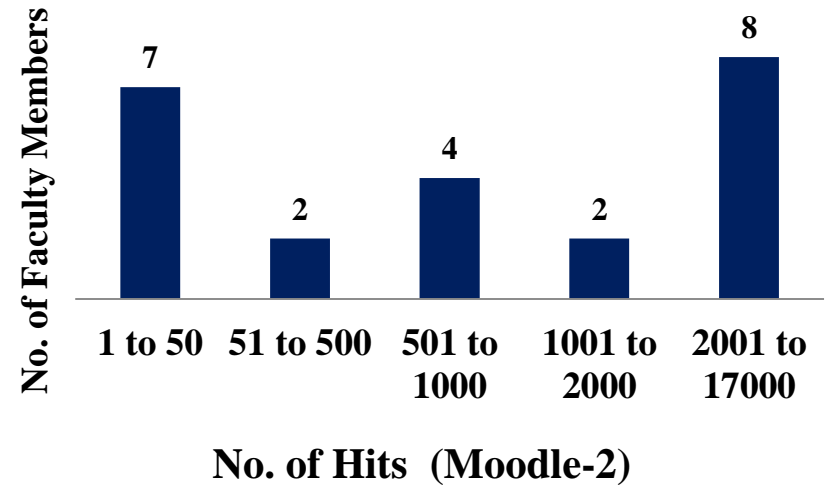
LMS Usage Chart ECE Department




LMS Usage Chart IT Department



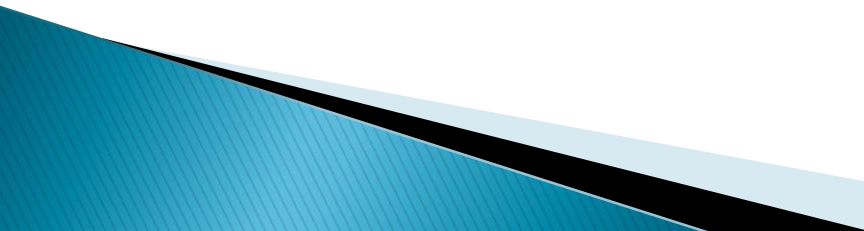
LMS Usage Chart CSE Department



Work done by IQAC

- ▶ Taken photographs for preparing a booklet 'Write upon Karunya' to highlight the important features of the University to VIPs visiting Karunya University.
 - ▶ Scrutinized the reports from External Academic Auditors and 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.
- 

Work done by IQAC

- ▶ Scrutinized the reports from the Research auditors based on the research audit conducted by the Controller of Examinations. A report is prepared and placed in the 9th IQAC Meeting.
 - ▶ Initiated Gender Audit and Energy Audit with the concerned Committees which are in progress.
 - ▶ A review was conducted and the list of MoUs signed by the University is being updated
- 

THANK YOU

INTERNAL QUALITY ASSURANCE CELL (IQAC)

OUTCOME OF SEED MONEY (2013-14)

S. No	Name of the School / Department	Amount Sanctioned Rs.	Amount Spent Rs.	Percentage of Amount Spent	Outcome					
					Funded Project Received / Proposals sent	International / National Paper with IF (Indexed in Scopus)	Int. / National Conf. Paper with / without proceedings	Patent	Project Report / Research Report	Any other outcome
1	School Civil Engineering	1,13,000	1,09,292	97%	Under preparation-1 Sent-2	Under preparation-3	Presented-5	Under Preparation-1	M.Tech.-3 B.Tech.-1	
2	Department of English	7,000	5,000	71.5%	Under preparation-1	-	Under Preparation-1		Faculty Report-1	
3	Department of Chemistry	95,000	75,540	80%	Under preparation-2	Under preparation-7 Published-2 Submitted-1	Presented-2 Under Preparation-1	-	File-2 M.Tech Report-2	
4	Department of Physics	1,19,847	1,02,123	85%	Under preparation-4	Published-1 Under preparation-3 Submitted-1	Presented-1 Under Preparation-5	-	Faculty Report-2 M.Phil.-1 M.Sc.-1	
5	Department of Biotechnology	43,986	29,986	68%	Sent-1 Under preparation-2	Submitted-1 Under preparation-2	Presented-1 Under Preparation-1	Under Preparation-1	M.Tech.-2 B.Tech.-1	Proto-type-1
6	Department of Bioinformatics	12,000	11,114	93%	-	Published-1	-	Copy right under preparation-1	M.Tech.-1	
7	Department of Food Processing and Engineering	79,000	21,500	27%	Under preparation-2	Under preparation-2	Presented-3	Commercialization potential-1	M.Tech.-2 B.Tech.-1	Proto-type-1

S. No	Name of the School / Department	Amount Sanctioned Rs.	Amount Spent Rs.	Percentage of Amount Spent	Outcome					
					Funded Project Received / Proposals sent	International / National Paper with IF (Indexed in Scopus)	Int. / National Conf. Paper with / without proceedings	Patent	Project Report / Research Report	Any other outcome
8	Department of Electronics and Communication Engineering	96,960	71,239	73%	Under preparation-1	Submitted-1	Under Preparation-1	Under Preparation-1	B.Tech.-3	Proto-type-3
9	Department of Electrical and Electronics Engineering	1,78,500	74,955	42%	Under preparation-1	Under Preparation-2	Presented-3 Under Preparation-1		M.Tech.-2 B.Tech.-1	Proto-type-4
10	Department of Electronics and Instrumentation Engineering	1,65,500	90,140	54%	Under preparation-3	Under Preparation-5	Presented-2	Commercialization potential-2	Faculty Report-1 M.Tech.-1 B.Tech.-1	Proto-type-4
11	Department of Mechanical Engineering	1,74,000	1,01,897	59%	Under preparation-4	Under Preparation-4	-	Under Preparation-2	M.Tech.-2 B.Tech.-5	Proto-type-6
12	Department of Aerospace Engineering	60,000	20,000	33%	Under preparation-1					Proto-type-1
13	Department of Information Technology	9,550	9,270	97%			Presented-1		M.Tech.-1	Proto-type-1
14	Department of Computer Science and Engineering	32,678	0	0%	-	-	-	-	-	-
Total		11,87,021	7,22,056	67%	Sent-3 Under Preparation-22	Published-4 Submitted-3 Under Preparation-29	Presented-18 Under Preparation-10	CP-3 Under Preparation: P-5 CR-1	FR-4 M.Tech.-15 B.Tech.-13 M.Phil.-1 M.Sc.-1 File-2	Proto-type-21