



MEENAKSHI

ACADEMY OF HIGHER EDUCATION AND RESEARCH
(Deemed to be University under section 3 of UGC act 1956)

1st IQAC Minutes of Meeting for 2019-2020

The meeting of the IQAC was held on 11.09.2019 at Auditorium, MAHER campus. The following are the members of the Internal Quality Assurance Cell. The meeting was held between 11.00 AM to 1.00 PM. The meeting was presided by the Chairperson of the IQAC, Dr. R.S Neelakandan.

Venue: MAHER Board Room		Date: 11.09.2019		Time: 11:00 AM – 1:00 PM	
Prof. Dr. R.S. Neelakandan Chairperson IQAC		Present			
Prof. Dr. B. Sivapathasundaram IQAC Coordinator		Present			
Mrs. Jayanthi Radhakrishnan (Rector, MAHER)		Present			
Mr. S. Varadarajan, Expert Member		Present			
Prof. Dr. S.Rajasekar Registrar MAHER		Present			
Dr. Senthamarai COE		Present			
Members	Status	Members	Status		
Dr. N. Arunagirinathan	Present	Dr. K. Revathi	Present		
Dr. R. Muthulakshmi	Present	Dr. K. Parimala	Present		
Dr. M. Ganesan	Apologies	Prof Jibu George	Present		
Prof. K. Saraswathi	Present	Dr. S. Natarajan	Present		
Mrs. Fabiola M. Dhanaraj	Present	Dr. Divya R	Present		
Dr. M. Thangavel	Present	Dr. K. V. Rajasekhar	Present		
Dr. N. Ambalavanan	Present	Mr. Vignesh	Present		
Dr. Ursula Sampson	Present	Dr. Elangovan R	Present		
Dr. Manoj Prabhakar	Present	Mr. Gangatharan	Present		

Agenda discussed in the meeting	<ul style="list-style-type: none"> • To discuss the action taken for the minutes of the previous IQAC Meeting • To conduct a detailed evaluation and analysis on the research and publication activities of faculty members for the year 2018-2019 • To Conduct of Feedback on Curriculum by Students, Alumni, Employees, Faculty, Parents • To train the staff members on methodology adopted for ranking institutions in National Institution Ranking Framework (NIRF) • To inform the quality initiatives related to curricular aspects in the previous academic year and the initiatives for the upcoming year • To initiate the process of conducting of energy audit and environment audit for MAHER • To conduct training Program on NABH, NABL • To discuss the progress made towards submission of AQARs • To discuss the preparedness of the Institution to participate in the upcoming NIRF ranking • To discuss the preparedness of the institution to submit details in the AISHE portal • To discuss the progress made with regards to ASPIRE 2025 plan • Any other matter with the permission of the Chair
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Agenda	Action taken		
To discuss the action taken for the minutes of the previous IQAC Meeting	The members unanimously approved the minutes of meeting of previous IQAC meeting held on 19.06.2019		
Agenda	Responsible Person	Action to be Taken	Target Date
To conduct a detailed evaluation and analysis on the research and publication activities of faculty members for the year 2018-2019	Dr. K. Revathi, Research Director	Research Director to prepare a detailed list of publications in indexed as well non indexed journals from all departments; A consolidated list to be prepared by the Research Director for the final analysis; final report to be produced to the Vice Chancellor and the IQAC	15 th October 2019

		office.	
To conduct Feedback on Curriculum by Students, Alumni, Employees, Faculty, Professionals	Dr. Arunagirinathan N	Dr. Arunagirinathan was asked to obtain feedback using the standard template and compile the same within a period of two months. Based on the feedback, the Chairperson of all the relevant BoS are requested to take necessary action including curriculum revision	15 th December 2019
To train the staff members on methodology adopted in ranking institutions in National Institution Ranking Framework (NIRF)	IQAC Coordinator	IQAC Coordinator to identify resource person who can sensitize the staff members and the members of the IQAC on the methodology adopted in NIRF ranking and conduct a workshop	November 2019
To inform the quality initiatives related to curricular aspects in the previous academic year and the initiatives for the upcoming year	Academic Officer	The Academic Officer informed that 10 new value added courses were conducted in the previous academic year. He also added that in the present year, there is a proposal to organize 15 programs based on students demands. Academic officer to compile the reports of the VAC and submit it to the IQAC	01.11.2019
To initiate the process of conducting energy audit and environment audit for MAHER	IQAC Coordinator	IQAC Coordinator to form committee which will monitor the proceedings of the energy audit and environment audit. To plan for the audit within a span of three months.	December 2019
To conduct training Program on NABH, NABL	NABL Coordinator	The importance of periodic training programmes for faculty members with	December 2019

		<p>regard to NABH and NABL certifications was highlighted by IQAC coordinator. NABL coordinator to organize training programme for faculty members on NABH, NABL as a quality initiative for staff members</p>	
<p>To discuss the progress made towards submission of AQAR</p>	<p>Chairperson</p>	<p>The Chairperson expressed concern for not submitting the AQAR for the previous years. The IQAC coordinator said that NAAC has given an extension in the deadline to submit the AQAR in the online portal and that the same can be done at the earliest. IQAC Coordinator to prepare the AQAR and submit a copy for perusal of the Chairperson by the next meeting</p>	<p>Next meeting of the IQAC</p>
<p>To identify the sources of funds for the institution</p>	<p>Chairperson</p>	<p>The Deans and The Principals of all constituent colleges were instructed to identify intramural and extramural sources of funding for research and inform the stakeholders</p>	<p>Next Meeting of IQAC</p>
<p>To discuss the preparedness of the Institution to participate in the upcoming NIRF ranking</p>	<p>NIRF Nodal Officer</p>	<p>NIRF Nodal officer said that the data templates for collecting the required data as per the NIRF parameters is prepared. He expressed confidence that this year too, the institution will perform well in the NIRF ranking</p>	<p>January 2020</p>
<p>To discuss the preparedness of the institution to submit data in the AISHE portal</p>	<p>IQAC Coordinator</p>	<p>IQAC Coordinator to complete compilation of data to be submitted for AISHE before the next IQAC meeting</p>	<p>December 2019</p>

<p>To discuss the progress made with regards to Strategic plan - ASPIRE 2025 plan</p>	<p>IQAC Coordinator</p>	<p>The IQAC Coordinator listed the actions taken towards meeting the targets of ASPIRE 2025</p> <p>Institution ranked in top 100 under overall category</p> <p>Village adoption under Unnat Bharat Abhiyan Scheme is underway</p> <p>Infrastructure upgradation needed for 250 admissions in MBBS program is under progress</p> <p>Partial Automation of Examination Section implemented. Additional modules are introduced</p> <p>Commendation Award dispersed as planned on Teachers day Financial Support was given to faculty members who attended conferences</p> <p>New Faculty started as planned (Faculty of Yoga Science and Therapy with PG programs Diploma programs)</p> <p>The IQAC members expressed confidence in achieving the set goal by 2025 with incremental growth in all sectors</p>	<p>To review the progress in the subsequent meetings</p>
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With no other matter for discussion, the meeting was concluded by the Chairperson.


Dr R S Neelakandan
 Chairperson IQAC

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