



# MEENAKSHI

ACADEMY OF HIGHER EDUCATION & RESEARCH

DEEMED TO BE UNIVERSITY U/S 3 OF UGC ACT, 1956

## Minutes of Meeting of Internal Quality Assurance Cell

The 2<sup>nd</sup> IQAC Meeting of Meenakshi Academy of Higher Education and Research was held on a virtual platform on 12th October 2021 at 10.30 AM, due to the COVID pandemic situation.

The following are the members of the IQAC.

S No	Name of the Member	Designation	Role in IQAC
1.	Dr. Neelakandan R S	Vice-Chancellor	Chairperson
2.	Dr. Krithika C	Registrar	Registrar
3.	Mrs. Jayanthi Radhakrishnan	Rector	Management Representative
4.	Dr. Yogesh Kumar Sharma J	Former Vice Chancellor, Singhania University	Distinguished Educationist
5.	Dr. Mohantha	Former Professor & Head of Pharmacy Department, Annamalai University	Distinguished Educationist
6.	Dr. Rajasekhar K V	Dean, MMCHRI	Member
7.	Dr. Velmurugan N	Principal, MADC	Member
8.	Dr. Fabiola Dhanraj M	Principal, AMCON	Member
9.	Dr. Sumathi	Principal, MCON	Member
10.	Prof Parthasarathy R	Principal, FPT	Member
11.	Dr. Shanthi V	Principal, FHS	Member
12.	Dr. Elangovan R	Principal, FYST	Member
13.	Dr. Sasi Kumar A	Principal, FAHS	Member
14.	Dr. Ida	Associate Professor, FOT	Member
15.	Dr. Shyam Sivasamy	Professor, MADC	IQAC Coordinator, MAHER
16.	Dr. Srividhya	Associate Professor, MADC1	Member
17.	Dr. Ponnazhagan K	Assistant Professor, MMCHRI	Member
18.	Dr. Manoj Prabhakar1	Associate Professor, MADC	Member
19.	Dr. Anitha R	Assistant Professor, MADC	Member
20.	Dr. Jaiganesh I	Associate Professor, MADC	Member
21.	Dr. Burnice	Associate Professor, MADC	Member
22.	Dr. Manodh P	Professor, MADC	Member
23.	Dr. Protyusha Guha Biswas	Assistant Professor, MADC	Member
24.	Dr. Srinivasan B	Controller of Examinations, MAHER	Member

25.	Mr. Mallick Sabeer Ahmed	Finance Officer	Member
26.	Dr. Revathi K	Director of Research, MAHER	Member
27.	Dr. Sureka	Dean Research, MAHER	Member
28.	Dr. Arunagirinathan N	Academic Officer, MAHER	Member
29.	Dr. Ursula Sampson	Professor and Head, MMCHRI	IQAC Coordinator, MMCHRI
30.	Mr. Harihara Subramanian	Assistant Professor, FPT	IQAC Coordinator, FPT
31.	Dr. Lambodharan G	Vice Principal, MADC	Alumni
32.	Dr. Vijay	CEO, Optimal Oncology	Employer
33.	Dr. Manoj	PG student, MADC	Student Representative
34.	Dr. Anitha L	Associate Professor	IQAC Coordinator, MADC
35.	Mrs. Jemima	Associate Professor	IQAC Coordinator, AMCON
36.	Dr. Subbulakshmi	Associate Professor	IQAC Coordinator, FYST
37.	Mrs. Anitha	Asst Professor, FHS	IQAC Coordinator, FHS

Leave of absence: None

The IQAC Coordinator informed the chair that the quorum was complete and the meeting could start. The Vice Chancellor welcomed all the members to the meeting and called upon the IQAC Coordinator to assume the charge and take forward the proceedings. The IQAC Coordinator read out the agendas one by one for discussion and approval.

**Agenda 1: To consider minutes and action taken for the previous IQAC meeting held on 22.07.2021.**

The IQAC Coordinator highlighted the minutes and action taken report of the IQAC Meeting held on 22.07.2021

*The action taken report of the 1st IQAC Meeting for the year 2021-2022 was approved*

**Agenda 2: To identify Inter Disciplinary Courses across all disciplines**

The IQAC Coordinator proposed to identify inter-disciplinary courses across all disciplines of MAHER to provide a broad and holistic learning environment to the students of this Institute. The Principal, MADC opined that this inclusion and flexibility in the education structure would benefit the students and provide them with an expansive scope of job opportunities. The Chairperson and members also agreed to the proposal and added that this initiative would be in line with the National Education Policy (NEP) 2020 and would attract more students to the Institution.

*The Heads of the Department and Institutions were asked to make the necessary steps to identify the disciplines with which their specialty can collaborate for inter disciplinary teaching*

**Agenda 3: To initiate dispersal of seed money to faculty members for research projects for the current year**

The Research Director proposed that the quality and quantity of research is improving as reflected in h index and number of publications. She proposed to increase the budget for seed money to improve the quantity of research for the current year. It was resolved to discuss on this aspect in BOR.

*It was suggested to increase the budget for provision of seed money grant to faculty members for research projects.*

**Agenda 4: To attract more funded research projects**

The IQAC Coordinator proposed that the faculty members and researchers should be motivated to attract more funding for research projects from Governmental and non-Governmental organizations. The members agreed to the proposal and suggested that workshops and hands-on training program should be conducted on research methodology and grant writing which would be beneficial for empowering the faculty members and enable them to attract funds from various governmental and non-governmental funding agencies.

*It was suggested to extend support to the faculty members and researchers which would help them to attract more funded research projects from various agencies.*

**Agenda 5: To augment the ICT facilities in the classrooms**

The IQAC Coordinator presented the proposal to augment the existing ICT facilities in the classrooms of all constituent colleges of MAHER as it is one of the main resources of teaching and learning process in the present-day curricula in all educational institutions. The members agreed to this proposal and the Chairperson instructed the Finance Officer to identify vendors and obtain quotations for the same.

The members were also briefed about the importance of ensuring cyber safety of the institutional network given the increase in online activities of students and faculty members and acquire the cyber safety of security standards. The members agreed to the suggestion unanimously by starting with identification of cyber security officer MAHER and implement the cyber security regulations.

*It was resolved to augment the ICT facilities in the classrooms of all constituent units of MAHER*

**Agenda 6: Proposal for upgradation of Alumni engagement through e-governance**

The IQAC Coordinator proposed to consider and approve the introduction of an alumni engagement through a dynamic portal that would provide an interactive network for the alumni of MAHER. The members opined that distinct alumni may be invited for mentorship programs for students and could also be given recognition by means of awards on Founder's Day/ Convocation. The members agreed to this proposal and instructed the Finance Officer to identify vendors and obtain quotations for procuring alumni engagement software.

*It was suggested to introduce alumni engagement software to strengthen the alumni connect.*

**Agenda 7: To consider the proposal for upgradation of existing hospital information management system**

The Chairperson requested Dr Rajasekar K to identify suitable vendors for upgrading the existing hospital information management system. He also requested the members to identify faculty members in constituent colleges for customization of the software.

*It was suggested to approve the proposal for submission of quotation from suitable vendors for the software*

**Agenda 8: Proposal for Academic and Administrative Audit (AAA)**

The IQAC Coordinator presented the agenda to conduct an academic and administrative audit for the Institution for the period of 2020-2021. The Chairperson informed that he would inform the Chancellor on the same and instruct the Heads of the Institutions as well as administrative heads to prepare the same accordingly. The Chairperson also informed

*It was suggested to hold the initiation of the AAA process until obtaining regarding the same.*

**Agenda 9: To initiate compilation and documentation of data for AQAR**

The Registrar requested all the coordinators of the constituent colleges to initiate the collection, compilation and documentation for submission of AQAR. The IQAC was instructed to provide the constituent colleges with the template and the list of required data for AQAR

*It was resolved to initiate the data collection and documentation process for AQAR submission after receiving the template from the IQAC office.*

**Agenda 10: Quality initiatives related to research**

To strengthen culture of research, the IQAC Coordinator requested the members to forward a proposal to organize programmes to motivate the faculty on various aspects of research.

*It was suggested to organize programs related to research as a part of quality initiative.*

The Vice Chancellor asked the members if there were any more matters that they would like to discuss. Since there was no other matter, he thanked the members of the meeting for their active participation in all the deliberations and valuable suggestions.



**Dr. R. S. Neelakandan**  
**Chairperson, IQAC MAHER**

**VICE CHANCELLOR**  
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