Internal Quality Assurance Cell

24-06-2024

The Minutes of the 23rd meeting of IQAC held on 22-06-2024
at 11:00 a.m. at V-C's Chamber

Members Present:

1.	Dr. B. Venkatachalapathy, Vice-Chancellor	(Chairperson)
2.	Shri. K. Murugaiah, CEO, Karpagam Educational Institutions	(Nominee from BoM)
3.	Dr. S. Ravi, Registrar	(Administration)
4.	Dr. P. Palanivelu, CoE	(Administration)
5.	Dr. P. Thamilarasi, Dean, Student Affairs	(Administration)
6.	Dr. N.V. Balaji, Dean, FASCM	(Faculty Member)
7.	Dr.A.Amudha, Dean, FoE	(Faculty Member)
8.	Dr.D. Kumudha, Dean, FoP	(Faculty Member)
9.	Dr. S. Veni, Dept. of Computer Science	(Faculty Member)
10.	Dr. R. Santhosh, Head, Dept. of CSE	(Faculty Member)
11.	Dr. P. Eswaran, Dept. of Commerce	(Faculty Member)
12.	Dr. K. Sathish Kumar, Dept. of Mechanical Engineering	(Faculty Member)
13.	Mr. K. Kathirvel, Dept. of Computer Science	(Faculty Member)
14.	Mr. T. Shanmugavel	(Coordinator, IQAC)

The Chairperson welcomed the participants and briefed about the agenda of the meeting.

The Coordinator, IQAC presented the Action Taken Report for the points discussed in the 22nd meeting of IQAC which was held on 23-03-2024, the Activity Report for the period from March 2024 to May 2024 and the Institutional Performance Report for the period from 1st June 2023 to 31st May 2024.

After the deliberation, the following resolutions were passed.

Agenda 1:

To review and approve the Action Taken Report of the 22nd meeting.

Resolution 1:

Resolved that the Action Taken Report of the 22nd meeting be approved (Annexure I).

Agenda 2:

To consider and approve the Activity Report of IQAC for the period from March 2024 to May 2024.

Resolution 2:

Resolved that the Activity Report of IQAC for the period from March 2024 to May 2024 be approved.

Agenda 3:

To consider and approve the Institutional Performance Report for the period from 1st June 2023 to 31st May 2024.

Resolution 3:

Resolved that the Institutional Performance Report for the period from 1st June 2023 to 31st May 2024 be approved.

The details of the discussion had during the presentation are given below:

1. It was decided to systemise the process of reviewing the profile of the external resource persons identified by CHRD for the training programmes.

2. It was decided that CHRD shall organise a Workshop on Teaching Pedagogies for the faculty members.

3. It was decided to identify a course in each programme to try 100% internal evaluation on experimental basis.

4. A provision will be made to facilitate the students to register the courses in each semester and for registration of Advanced Learners.

5. It was suggested to develop the concept for establishing a museum in 3 faculties (FASCM, FoE and FADP).

6. Possibility of creditising the internships that are undertaken by the students in the Foreign Universities is to be explored.

7. The Deans will submit their plan in the academic aspects for drafting the Institutional Development Plan.

The Coordinator, IQAC proposed a vote of thanks and the meeting came to an end at 12:15 p.m.
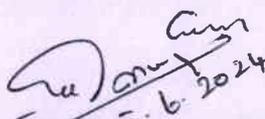
Coordinator, IQAC   **Chairperson**

KARPAGAM ACADEMY OF HIGHER EDUCATION

Internal Quality Assurance Cell

Action Taken Report for the Twenty Second Meeting of IQAC held on 23.03.2024

22-06-2024

S. No.	Action Required	Action Planned
1.	It was suggested that the profile of the external resource persons identified by CHRD for the Faculty Development Programme on Outcome Based Education be reviewed for suitability.	As suggested the profile of the resource persons identified by CHRD for the 21 day Faculty Induction Programme (which was conducted in May 2024) were reviewed. This practice will be continued in future also.
2.	It was discussed to try 100% internal evaluation on experimental basis for a few courses.	This point was discussed in the 27th Academic Council, which was held on May 31, 2024, and agreed upon for carrying out on experimental basis.
3.	The translation of books from English to Tamil has to be speeded up.	As on date, nine books have been translated. The remaining will be completed within a month.
4.	The vocational courses being offered by the National Council for Vocational Training are not at the HEI level and not eligible for credit transfer. Alternatively, it was suggested to offer such skill training courses to school dropouts and technicians with lower qualifications through NSS as an extension activity.	NSS is planning to collect the expertise available for various skills within the university and offer the same to the public.
5.	Courses on Community Engagement and Social Responsibilty will be included in the curriculum of the Academic Year 2024-25 facilitating the students to get engaged with the community through NSS/YRC/Rotaract Club.	A course on Community Engagement and Social Responsibility was included in the 2024-2025 curriculum.

6.	It was suggested to introduce registration process to facilitate the advanced learners to express their choice in selection of core and elective courses to complete the credits earlier.	Provision was given in the 2024-2025 regulations. The registration process has to be initiated.
7.	The review of videos that are ready at the media centre (before uploading on YouTube) is to be completed before 31-03-2024.	The review was completed and all the videos were uploaded in YouTube for access by the students.
8.	It was suggested to establish a museum in 3 faculties (FASCM, FoE and FADP).	Preliminary Study is under progress.

22.06.2024.

Coordinator, IQAC