



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 8993, E-mail: iqac@annauniv.edu

Date: 31.07.2020

Sub: Minutes of the 33rd Internal Meeting of IQAC held on 31.07.2020 at 2.30 P.M

The 33rd internal meeting of IQAC was held on 31.07.2020 at 3.30 PM in Google Meet Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr. K.V. Radha (KVR)	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari(SMK)	IQAC Campus Coordinator - CEG
Ms. R. Rajeswari (RR)	IQAC Campus Coordinator – SAP
Mrs Ilakiya	IQAC Campus Coordinator -MIT
Mr.Vijaysankar	Professional Assistant- IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC criteria evaluation consolidation and follow up
2. LMS Implementation
3. Training Program

1. NAAC criteria evaluation consolidation and follow up
All IQAC campus coordinators were asked to check their respective NAAC criteria in QLM and give suggestions for the same

Action to be taken by: All Campus Coordinator

2. LMS Implementation
Director informed the team members about the successful implementation of LMS in the University

3. Training Program


The Director asked the team to suggest Topics and online platform for Training Programs for Teaching and Non-Teaching Faculty members .The follow up shall be done by Dr,Sabitha Ramakrishnan

Action to be taken by: Dr.Sabitha Ramakrishnan

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 3.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality Assurance Cell
Anna University, Chennai-25



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 8993, E-mail: iqac@annauniv.edu

Date: 04.08.2020

Sub: Minutes of the 34th Internal Meeting of IQAC held on 04.08.2020 at 3.00 P.M

The 34th internal meeting of IQAC was held on 04.08.2020 at 3.00 PM in Google Meet Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr. K.V. Radha (KVR)	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari(SMK)	IQAC Campus Coordinator - CEG
Ms. R. Rajeswari (RR)	IQAC Campus Coordinator – SAP
Mrs Ilakiya	IQAC Campus Coordinator -MIT
Mr.Vijaysankar	Professional Assistant- IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC SSR Draft
2. Webinars
3. Preparation for Peer Visit Team

1. NAAC SSR

All IQAC campus coordinators were asked to check their respective Criteria Evaluation team in and give suggestions for the same

Action to be taken by: All Campus Coordinator

2. Webinars


Director encouraged the coordinators to propose topic for webinars and the platform for conducting the same

3. Preparation of Peer Visit


Director asked Dr.Sabitha Ramakrishnan DD-IQAC to carry on with Peer Visit Preparation

Action to be taken by: Dr.Sabitha Ramakrishnan

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 3.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 8993, E-mail: iqac@annauniv.edu

Date: 12.08.2020

Sub: Minutes of the 35th Internal Meeting of IQAC held on 12.08.2020 at 3.00 P.M

The 35th internal meeting of IQAC was held on 12.08 .2020 at 3.30 PM in Microsoft Team Platform.
The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr. K.V. Radha (KVR)	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari(SMK)	IQAC Campus Coordinator - CEG
Ms. R. Rajeswari (RR)	IQAC Campus Coordinator – SAP
Mrs Ilakiya	IQAC Campus Coordinator -MIT
Mr.Vijaysankar	Professional Assistant- IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC SSR Draft Status
2. Website Updation
3. Activity Report

1. NAAC SSR Draft Status

The pending metrics in NAAC SSR Draft were discussed and clarification was made by the Director
Action to be taken by: All Campus Coordinator

2. Website Updation

Director asked Dr.R.Rajeswari to update IQAC website.


Action to be taken by: Dr.R.Rajeswari

3. Activity Report


Director asked Dr.S.Meenakumari to update the Activity report for this academic year.

Action to be taken by: Dr.S.Meenakumari

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 8993, E-mail: iqac@annauniv.edu

Date: 01.09.2020

Sub: Minutes of the 36th Internal Meeting of IQAC held on 01.09.2020 at 3.30 P.M

The 36th internal meeting of IQAC was held on 01.09.2020 at 3.30 PM in Microsoft Team Platform.

The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr. K.V. Radha (KVR)	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari(SMK)	IQAC Campus Coordinator - CEG
Ms. R. Rajeswari (RR)	IQAC Campus Coordinator – SAP
Mrs Ilakiya	IQAC Campus Coordinator -MIT
Mr.Vijaysankar	Professional Assistant- IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC SSR Draft Status and Verification
2. Webinars

1. NAAC SSR Draft Status and Verification

The NAAC SSR report was presented in the Meeting.

Criteria wise verification was made .Suggestions were given by all members present.

2. Webinars

The Director proposed to conduct 10 series of Webinars.

He suggested to select topics based on NAAC criteria's

Action to be taken by: All Campus Coordinator

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan

Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph

Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 8993, E-mail: iqac@annauniv.edu

Date: 08.09.2020

Sub: Minutes of the 37th Internal Meeting of IQAC held on 08.09.2020 at 3.30 P.M

The 37th internal meeting of IQAC was held on 08.09.2020 at 3.30 PM in Microsoft Team Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr. K.V.Radha (KVR)	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari(SMK)	IQAC Campus Coordinator - CEG
Ms.R.Rajeswari (RR)	IQAC Campus Coordinator – SAP
Mrs.IIakiya	IQAC Campus Coordinator -MIT
Mr.Vijaysankar	Professional Assistant- IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. AICTE –CII Survey 2020
2. ARIIA 2021

1. AICTE –CII Survey 2020

The Director informed the team members that Anna University is shortlisted for Full Survey of AICTE-CII Survey 2020. In this connection data collection was initiated.

Action to be taken by: All Campus Coordinator

2. ARIIA 2021

ATAL Ranking of Institutions on Innovation Achievement (ARIIA) –an initiative of Ministry of Human Resource Development (MHRD) rank all major Institution based on “Innovation and Entrepreneurship Development “.In this connection , a committee was formulated and meeting was scheduled on 9.9.20 at 3.30.

Action to be taken by: All Campus Coordinator

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan

Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph

Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 15.09.2020

Sub: Minutes of the 38th Internal Meeting of IQAC held on 15.09.2020 at 03.30 P.M

The 38th internal meeting of IQAC was held on 15.09.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.IIakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC
2. Webinars

1. NAAC

The Director asked the team members to progress of Peer Team Visit preparations


Action to be taken by: All Campus Coordinator

2. Webinars

The topics of Webinars were presented and discussed with team members

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 22.09.2020

Sub: Minutes of the 39th Internal Meeting of IQAC held on 22.09.2020 at 03.30 P.M

The 39th internal meeting of IQAC was held on 22.09.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.Ilakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC
2. Website Updation
3. Activity Report

1. NAAC

The Director asked team members to check the allocated Criterions

Action to be taken by: All Campus Coordinator

2. Website Updation

Director asked Deputy Director Dr.Sabitha Ramakrishnan to Updation of IQAC Website

Action to be taken by: Dr.Sabitha Ramakrishnan


3. Activity Report

Director asked Dr.S.Meenakumari to prepare the Activity Report for Last Five Year

Action to be taken by: Dr.S.Meenakumari

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Date: 01.10.2020

Sub: Minutes of the 40th Internal Meeting of IQAC held on 01.10.2020 at 03.30 P.M

The 40th internal meeting of IQAC was held on 01.10.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.IIakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goal
2. One page Report

1. Strategic Goal

Director asked Check the Strategic generic Comments


Action to be taken by: Dr.R.Rajeswari

2. One Page Report

Director asked Department level one page report finalized and provide the same on next meeting.

Action to be taken by: Mr.G.Vijaysankar

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 08.10.2020

Sub: Minutes of the 41st Internal Meeting of IQAC held on 08.10.2020 at 03.30 P.M

The 41st internal meeting of IQAC was held on 08.10.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.IIakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goal and Plan


Director presented Strategic Goal & Plan and asked the team members to give inputs on the same

The criteria for strategic goal was allocated to be reviewed by Campus Coordinators

Action to be taken by: All Campus Coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 13.10.2020

Sub: Minutes of the 42nd Internal Meeting of IQAC held on 13.10.2020 at 03.30 P.M

The 42nd internal meeting of IQAC was held on 13.10.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.Hakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goal and Plan

Strategic Goals Inputs were presented by team members

Each Campus coordinator shared their suggestion on the criteria of strategic goal and plan allocated to them

Action to be taken by: All Campus Coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Minutes prepared by: Dr.S.Meenakumari

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNA UNIVERSITY, CHENNAI - 600 025
Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 20.10.2020

Sub: Minutes of the 43rd Internal Meeting of IQAC held on 20.10.2020 at 03.30 P.M

The 43rd internal meeting of IQAC was held on 20.10.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goal and Plan

Strategic Goals Inputs were presented by team members

Revised strategic goal and plan were presented based on the suggestion of Campus coordinator. The team members shared their suggestions.

Action to be taken by: All Campus Coordinator

Dr Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 27.10.2020

Sub: Minutes of the 44th Internal Meeting of IQAC held on 27.10.2020 at 03.30 P.M

The 44th internal meeting of IQAC was held on 27.10.2020 at 03.30 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.Ilakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Change the Meeting Time
2. Strategic Goal and Plan
3. IQAC office shifted to CPDE Building

1. Change the Meeting time

Director asked suggestion on IQAC team member to Change the meeting time Tuesday 03.30PM to Tuesday 04.00PM, all are accepting this time of meeting.

2. Strategic Goal and Plan

Director informed to campus coordinator whether the input is ready for all Goals and Action taken on future. Director Explain all Goals and what we have done on that.

3. IQAC office shifted to CPDE Building

Director informed to team, we have a circular from register for shifting of IQAC office to CPDE Building. We are already send a mail for Civil and Electrical works to EO and follow them for shifting of IQAC office.

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.00 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 03.11.2020

Sub: Minutes of the 45th Internal Meeting of IQAC held on 03.11.2020 at 04.00 P.M

The 45th internal meeting of IQAC was held on 03.11.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Activity Report of IQAC on website
2. Training Activity
3. Student feedback of Online Teaching & Learning

1. Activity Report of IQAC on website

Director asked Dr.Sabitha Ramakrishnan and Dr.S.Meenakumari, Activity report of last two year, Dr.S.Meenakumari informed to Director, Activity report is ready, have send a draft up to 30-Jun-2020.

Action to be taken by: Dr.Sabitha Ramakrishnan, Dr.Meenakumari

2. Training Activity

Director asked to the team members, feedback of CIPR training program participant details and conduct some training program depends on some relevant to any quality.

Action to be taken by: All Campus coordinator

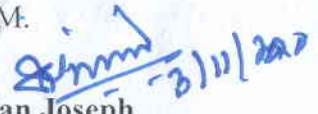
3. Student feedback of Online Teaching & Learning

Director asked to Dr.Sabitha Ramakrishnan about the student feedback of online teaching and Learning process.

Action to be taken by: Dr.Sabitha Ramakrishnan

Dr.Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.35 PM.


Dr.Sabitha Ramakrishnan
Deputy Director, IQAC


Dr.Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 10.11.2020

Sub: Minutes of the 46th Internal Meeting of IQAC held on 10.11.2020 at 04.00 P.M

The 46th internal meeting of IQAC was held on 10.11.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.Ilakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Activity Report
2. NAAC

1. Activity Report

The Director gave suggestion on Activity Report

Action to be taken by: Dr.Sabitha Ramakrishnan, Dr.S.Meenakumari

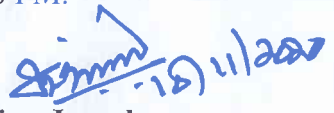
2. NAAC

The progress of NAAC activity was discussed

Action to be taken by: All Campus coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 5.00 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 17.11.2020

Sub: Minutes of the 47th Internal Meeting of IQAC held on 17.11.2020 at 04.00 P.M

The 47th internal meeting of IQAC was held on 17.11.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Mrs.S.Ilakkiya	IQAC Campus Coordinator –MIT
Mr.G.Balamurugan	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goal and Actions

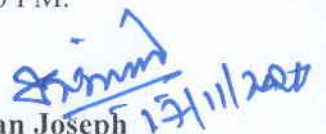
1. Strategic Goal and Actions

Director explained and discussed the Strategic Goal and Actions to IQAC team members and Director asked them suggestion to improve and finalist the same.

Action to be taken by: All Campus coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.40 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 24.11.2020

Sub: Minutes of the 48th Internal Meeting of IQAC held on 24.11.2020 at 04.00 P.M

The 48th internal meeting of IQAC was held on 24.11.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mrs.S.IIakkiya	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Webinars

The topics of webinars were discussed and the same finalized

Tentative topics discussed and as follows

February webinar series

1. ICT Resources and Tools for enhancing Teaching Learning Process
2. Enhancing Research Excellence
3. Strengthening Student Support Framework in Anna University
4. SDG Research Impact: 5 ways to improve research visibility


March webinar series

1. Innovation and Entrepreneurship Ecosystem
2. Human values based mentoring of students
3. Outcome Based Education
4. Documentation Requirements for Quality Assurance

Action to be taken by: All Campus coordinator

Dr.Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 4.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25,

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 01.12.2020

Sub: Minutes of the 49th Internal Meeting of IQAC held on 01.12.2020 at 04.00 P.M

The 49th internal meeting of IQAC was held on 01.12.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mr.G.Balamurugan	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC Self Study Report
2. Strategic goal and actions

1. NAAC Self Study Report

All IQAC campus coordinators were asked to check NAAC self-study report document shared to them along with evidences attached

Action to be taken by: All Campus Coordinator

2. Strategic goal and actions

Director informed discussed the final version of strategic goal and actions and same was shared with all HODs, Directors, Deans and also IQAC team, He said he was expects comments from all and will the same communicate.

Action to be taken by: All Campus Coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.30 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 08.12.2020

Sub: Minutes of the 50th Internal Meeting of IQAC held on 08.12.2020 at 04.00 P.M

The 50th internal meeting of IQAC was held on 08.12.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.Sabitha Ramakrishnan	Deputy Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mr.G.Balamurugan	IQAC Campus Coordinator -MIT
Mr.R.Yogendren	Professional Assistant -IQAC

Dr. Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. NAAC Student Satisfaction Survey
2. NIRF Data Collection
3. Strategic goal and actions
4. Allocation of IQAC office on MIT

1. NAAC Student Satisfaction Survey

Director asked the campus coordinator to follow the students to frequently check the mail and response the mail from NAAC.

Action to be taken by: All Campus coordinator

2. NIRF Data Collection

Director informed to team member to get ready with data and inform to all department to collect data for NIRF 2021.

3. Strategic goal and actions

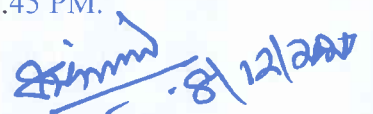
Director informed to campus coordinator to go through the shared Strategic Goal and Actions and send your comments.

4. Allocation of IQAC office on MIT

Deputy Director informed to team member, Dean of MIT Campus allocate some space for IQAC office on MIT Campus.

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.45 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 15.12.2020

Sub: Minutes of the 51st Internal Meeting of IQAC held on 15.12.2020 at 04.00 P.M

The 51st internal meeting of IQAC was held on 15.12.2020 at 04.00 PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph	Director, IQAC
Dr.K.V.Radha	IQAC Campus Coordinator - ACT
Dr.S.Meenakumari	IQAC Campus Coordinator - CEG
Ms.R. Rajeswari	IQAC Campus Coordinator – SAP
Mr.G.Balamurugan	IQAC Campus Coordinator -MIT
Mr.G.Vijaysankar	Professional Assistant- IQAC
Mr.R.Yogendren	Professional Assistant -IQAC

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

1. Strategic Goals and Actions
2. AICTE – Pragati & Saksham Scholarship Scheme

1. Strategic Goals and Actions

Director discussed with campus coordinators along with the shared draft of Strategic goal and actions report after the incorporation of comments of IQAC Team members.

Action to be taken by: All Campus Coordinator

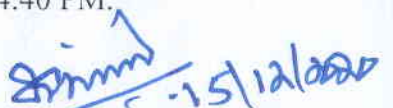
2. AICTE – Pragati & Saksham Scholarship Scheme

Director informed to the team members to check AICTE Scholarship Portal and respond to the pending requests by Student Cell of all Campus.

Action to be taken by: All Campus Coordinator

Dr. Kurian Joseph, Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 04.40 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari



INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNA UNIVERSITY, CHENNAI - 600 025
Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 19.01.2021

Sub: Minutes of 52nd IQAC internal meeting conducted on 19.01.2021 from 4.00 PM to 5.00 PM

The 52nd internal meeting of IQAC was held on 19.01.2021 at 04.00PM in Microsoft Teams Platform. The following members were present:

Dr.Kurian Joseph, Director
Dr.Sabitha Ramakrishnan, Deputy Director
Dr.K.V.Radha, ACT campus coordinator
Dr.Balamurugan, MIT campus coordinator
Ms.R.Rajeswari, SAP campus coordinator
Mr.Vijay Sankar, Prof. Assistant-I, IQAC office
Mr.Yogendren, Prof. Assistant-I, IQAC office

Points discussed:

1. Elsevier Webinar scheduled on 21.1.2021 3.30 PM

As on 18.1.2021, 40 faculty members have registered. Registrar's circular has been issued to all faculty members. HODs have to be reminded to insist all their dept faculty members to register and participate without fail.

Action to be taken by: All Campus Coordinator

2. NIRF Data uploading

The campus level NIRF data will be uploaded starting from tomorrow (20.1.2021). All the campus coordinators are requested to ensure that the faculty data collection is completed at the earliest.

Action to be taken by: All Campus Coordinator

3. NAAC DVV clarifications

DVV clarifications sought by NAAC were submitted earlier. Most of the clarifications have been accepted by NAAC completely. The following points have been partially accepted and hence need to be revisited:

- Financial support – audited statements submitted by CIR are not accepted
- Library books details – D-Lib to clarify
- Internet bandwidth – D-RCC to clarify
- Initiatives by IQAC for quality related training programmes: 4 accepted, 1 not accepted – DD-IQAC to check

Action to be taken by: All Campus Coordinator

4. Amount to be spent from IQAC budget

- VC approval has been obtained for purchase of camera & mic. Deputy Director to follow-up with the purchase
- Books and periodicals. Dr. KVR to identify the list of books and initiate purchase

Action to be taken by: Dr.Sabitha Ramakrishnan

5. Webinar series to be organized

The coordination of webinar were assigned as following

- 21.1.2021 Webinar "Discussion on Anna University Research Impact and Global Visibility" by Mr. Vijay Sekhar Reddy, Elsevier
- 04.2.2021 ICT tools for effective TLE – Dr. Balamurugan to coordinate
- 11.2.2021 Research excellence – Dr. KVR, Dr. Bhaskar and Dr. Jaya
- 18.2.2021 Student Support – Mrs. Rajeswari and Dr. Ganesan
- 25.2.2021 Effective Documentation – Dr. Sabitha and Dr. T.T

Action to be taken by: All Campus Coordinator

6. Inclusion of Dept. coordinators in IQAC meetings once a month

IQAC department coordinators will be included in the IQAC internal meetings on the first Tuesday of every month. A 15-minute briefing on criteria-wise awareness will be given after which the activities plan for the month will be discussed.

Action to be taken by: All Campus Coordinator

7. Follow-up action to be done this week

- A class in MSTeams should be created with all faculty members as participants to facilitate the conduct of training programmes for them. DD to consult RCC and create the class on 20.1.2021
- NIRF faculty registration should be completed on 20.1.2021. DD & Mr. Vijay Sankar to followup.
- Purchase of camera and mic (3 sets) through GeM. DD and Mr. Selvaraj to complete the procedures on 20.1.2021
- All the IQAC team members to prepare criteria-wise slides (around 4 per criteria) for IQAC PPT to be presented during the Peer Team Visit. The first draft to be submitted to D-IQAC on 22.1.2021.
- All the IQAC team members to start preparing for their respective sessions in the webinar series planned during Feb 2021. The updates may be given during the next IQAC meeting scheduled on 2.2.2021.


DEPUTY DIRECTOR


DIRECTOR

Director
Internal Quality
Assurance Cell

Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNA UNIVERSITY, CHENNAI - 600 025
Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 02.02.2021

Sub: Minutes of 53rd IQAC internal meeting conducted on 02.02.2021 from 4.00PM to 5.00PM

The 53rd internal meeting of IQAC was held on 02.02.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Members present:

- Dr.Kurian Joseph, Director
- Dr.Sabitha Ramakrishnan, Deputy Director
- Dr.K.V.Radha, ACT campus coordinator
- Dr.Balamurugan, MIT campus coordinator
- Ms.R.Rajeswari, SAP campus coordinator
- All Departments Coordinators of four campus

The Director welcomed the members to the meeting. He presented a PPT giving an overview of the IQAC activities and the role of Dept. Coordinators for the effective functioning of IQAC.

ROLE OF IQAC IN HIGHER EDUCATIONAL INSTITUTIONS

Director's concluding remarks:

1. Sincere appreciations for the attendance for today's meeting (30 department coordinators)
2. The contribution of the department coordinators thus far is of great importance and has helped in timely submission of SSR / documentary proofs / DVV clarifications to NAAC.
3. Requests from IQAC are sent to HoDs. However the Dept. coordinator should act as nodal person in supporting the HoD for collecting the data.
4. Several depts are having a good system for data collection. They can share the methods with others. E.g: Mechanical Engg.
5. Methods like "Exit Survey" can be done at department level also to collect information from out-going students.
6. Suggestions are welcome from all department coordinators for improving quality in our system. They can be analyzed and the best methods can be institutionalized.
7. Chasing the departments and getting the data is difficult for IQAC. Dept. coordinator should help in providing data in a timely manner

Remarks by Deputy Director:

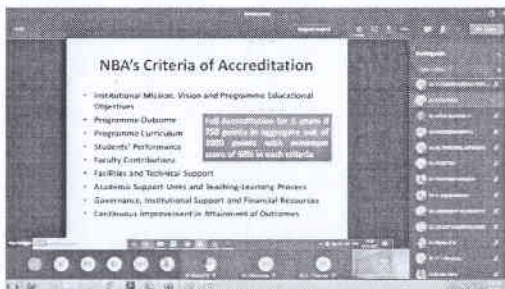
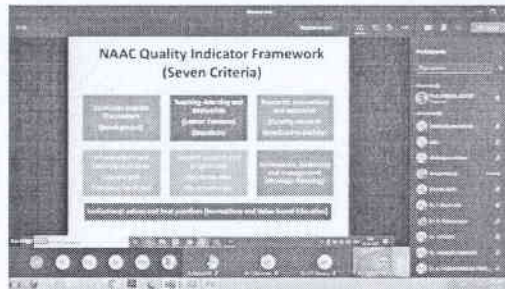
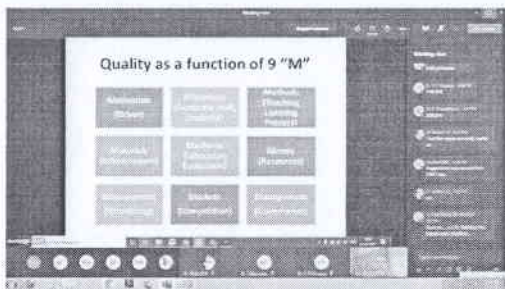
1. Dept. coordinators are requested to visit IQAC office and interact with the team from time to time
2. Dept. coordinators are requested to attend the webinar series organized by IQAC from 3.30 PM to 4.30 PM on all Thursdays of Feb-2021 and benefit from them. They are also requested to ensure that their colleagues are also registering for the webinars and attending them.

Suggestions from Dept. coordinators:

1. We can train non-teaching staff members in IQAC activities such as data collection. Quality time should be given to faculty members for data collection
2. Common data collection formats like Google form can be given to Faculty members for collecting the data from the individuals. Students going for higher studies – There should be a provision to collect information from them
3. Monthly meeting duration can be restricted to half an hour.


Screenshots taken during the Meeting:

Presentation by Director-IQAC:




Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 09.02.2021

Sub: Minutes of 54th IQAC internal meeting conducted on 09.02.2021 from 4.00PM to 5.00PM

The 54th internal meeting of IQAC was held on 09.02.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Participants :

1	Prof. Kurian Joseph,	Director-IQAC
2	Dr. K.V.Radha	IQAC Campus Coordinator - ACT
3	Dr. Meenakumari.S	IQAC Campus Coordinator- CEG
4	Mrs. Rajeswari.R	IQAC Campus Coordinator SAP
5	Dr. Balamurugan.G	IQAC Campus Coordinator - MIT
6	Dr. Sabitha Ramakrishnan	Deputy Director-IQAC
7	Mr. Vijay Sankar.G	Professional Assistant - I
8	Mr. Yogendren.R	Professional Assistant - I

1. Discussion on Last Webinar and IQAC Webinar series – Technical Issues faced, If any
2. Status of NAAC Final PPT readiness
3. Further February IQAC Webinar Series Readiness Discussion
4. March Month - IQAC Webinar Series Readiness Discussion
5. April -May Months - IQAC Webinar Series Readiness Discussion
6. Support to ARIIA need to be speed up

1. Discussion on Last Webinar and IQAC Webinar series – Technical Issues faced, If any

Some Faculty members faced Technical Issues while connecting / Entering into Webinar. Decided to discuss with Dr. John Prakash (RCC) to sort out this technical issues we faced.

Action to be taken by: Mr.G.Vijaysankar

2. Status of NAAC Final PPT readiness

All criterion PPT slides preparations need to be completed by respective criterion in charges.
Old NAAC presented PPT files need to be shared to all Campus Coordinators.

Action to be taken by: Dr.SRK, Dr. KVR, Dr.SM

3. Further February IQAC Webinar Series Readiness Discussion

Confirmation of Resource Persons, Invitation Mails to Resource persons, Registrar Circular, sharing to all, and arranging the things for Webinar need to be done by respective Webinar Coordinators.

On 11.02.2021:

Enhancing Footprint of Research and Professional Services

Prof.Dr.K.Baskar, Director-CTDT

Enhancing quality of Research Publications

Prof.Dr.K.P.Jaya, Director-CFR

On 18.02.2021:

Student Support activities

Prof. Ganesan, Director – Health Centre

On 25.02.2021:

Effective Documentation

Prof.T.Thyagarajan, Dean – MIT

4. March Month IQAC Webinar Series Discussion

Confirmation of Seminar and Resource Person was done by Director

04.03.2021 15:30 Hrs to 16:30 Hrs

Enhancing the entrepreneurship and innovation related activities -

Prof.R. Saravanan, Director – CED,

Mr. Kumar Sachidhanandhan, CEO, AIC.

11.03.2021 15:30 Hrs to 16:30 Hrs

Outcome based education, CO PO attainment

Prof. Baskar, ThiyagarajaEngg College, Madurai.

18.03.2021 15:30 Hrs to 16:30 Hrs

NBA related documentation

Prof. Mehta, Professor (Retd), DCSE, CEG.

25.03.2021 15:30 Hrs to 16:30 Hrs

Embedding SDGs in higher education

Prof. Kurian Joseph, Director - IQAC.

Readiness and Incharges need to be finalized.

5. April & May Months - IQAC Webinar Series Readiness

Confirmation of Resource person for webinars to be done shortly

Discussion IQAC MIT CC suggested "Monthly once Webinar meeting" instead of "Weekly Webinar meetings", Because of UD Classes will be reopened on Feb 18th onwards.

But its suggested "Weekly Webinars will be conducted" in Feb, March, April months. Then Monthly Once Webinars may be considered" said by Director-IQAC.

Action to be taken by: Dr.Kurian Joseph & Dr.G.Balamurugan

6. Support to ARIIA need to be speed up

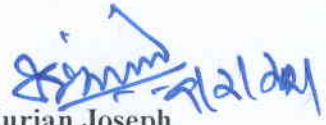
Support to ARIIA need to be speed up:

Need to collect the status report from CED –SU Manager, and need to the support activities from IQAC in Data collections.

Action to be taken by: IQAC Campus Coordinators


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



Date: 02.03.2021

Sub: Minutes of 55th IQAC internal meeting conducted on 02.03.2021 from 4.00PM to 5.00PM

The 55th internal meeting of IQAC was held on 02.03.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Participants :

1	Prof.Kurian Joseph,	Director-IQAC
2	Dr,K.V.Radha	IQAC Campus Coordinator - ACT
3	Dr.Meenakumari.S	IQAC Campus Coordinator- CEG
4	Mrs.Rajeswari.R	IQAC Campus Coordinator SAP
5	Dr.Balamurugan.G	IQAC Campus Coordinator - MIT
6	Mr.Vijay Sankar.G	Professional Assistant - I
7	Mr.Yogendren.R	Professional Assistant – I
8	IQAC Dept coordinators (Refer attendance sheet)	

Agenda

- 1 Discussion on Last month Webinars
- 2 Last meeting Open points
- 3 Upcoming March Month Webinar Series readiness

1. Discussion on IQAC Webinar conducted on Feb 2021

Participants shared their comments on webinars.

Observations are good and requested to conduct more Topics focusing on QA Initiatives.

All were requested to share "Opportunities to improve".

CEG DENG Dr. Shoba.K.N, CEG DMIN Dr.Venugopal, CEG DPHY Dr.Velraj and SAP Dr.Pratheep Moses were shared their feedback.

Discussed about end time of Webinars need to be ensured, i.e 3:30pm to 4:30pm.

Participations rate (160 ~ 90) discussed. And requested all to increase the Participation rate to increase the benefit of Faculty members.

Decided to get feedback on February and March Webinars.

After one month break (April) Webinars will continue.

2. Students follow up

Need to follow up with students at least for 5 years from their Graduation,

Even though they left the Institute after Graduated, Keep in touch with them through Centre for Alumni Affairs and Campus Alumni Associations.

ANNAUNIV.EDU.IN mail ids need to be considered for the same and Students personal mail ids (gmail, yahoo, hotmail, rediffmail, etc).

IQAC DCs are requested to take lead for this activity.

Passing out students need to be asked to share the email ids for future communications.

Action to be taken by: All Campus Coordinators

3. March Month IQAC Webinar Series Discussion

Confirmation of Resource Person and Webinar work was discussed

04.03.2021 - Thursday

Innovation and Entrepreneurship Ecosystem: The way forward

Prof. R.Saravanan, Director – CED, Anna University.

& Dr. Sangeeta maini, Startup Analyst – CED,

11.03.2021 - Thursday

Human Values based mentoring of Students

Prof. Ranjani Parthasarathy, Professor - DIST, CEG Campus,

18.03.2021 - Thursday

Outcome Based Education – Best Practices

Prof. S. Baskar,

Professor, Dean-R&D, Thiagarajar College of Engineering,

Madurai- 625015.

25.03.2021 - Thursday

Documentation requirements for Quality Assurance

Prof. T. Thyagarajan, Dean – MIT Campus,

Former IQAC Director


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 09.03.2021

Sub: Minutes of 56th IQAC internal meeting conducted on 09.03.2021 from 4.00PM to 5.00PM

The 56th internal meeting of IQAC was held on 09.03.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Participants :

1	Prof. Kurian Joseph,	Director-IQAC
2	Dr. K.V.Radha	IQAC Campus Coordinator - ACT
3	Mrs. Rajeswari.R	IQAC Campus Coordinator SAP
4	Dr. Balamurugan.G	IQAC Campus Coordinator - MIT
5	Dr. Sabitha Ramakrishnan	Deputy Director-IQAC
6	Mr. Vijay Sankar.G	Professional Assistant - I
7	Mr. Yogendren.R	Professional Assistant - I

Agenda

- 1 Discussion on Last month Webinars and IQAC Webinar series and Technical Issues faced, If any
- 2 Books Purchase
- 3 Furniture Purchase
- 4 Shifting to CPDE Building
- 5 7th IQAC Council meeting
- 6 NAAC Peer team visit PPT
- 7 IQAC Plan for Next Year 2021-22
- 8 Honorarium papers signing

1. Discussion on IQAC Webinar conducted on 04.03.2021

- Issues faced in Last Webinar need to be avoided in further webinars.
- Further topics useful to Quality Initiatives need to be shared.

Action to be taken by: All Campus Coordinators

2. Books Purchase

All are requested to share their suggestions, known book titles for complete the Purchase activity.

Action to be taken by: Dr.K.V.Radha

3. Furniture Purchase

For Chair purchase, need to be completed

Action to be taken by: Mr.R.Yogendren

4. Shifting to CPDE Building

- Works in CPDE Building is slow moving.
- Electricals works done.
- Telephone line need to be provided.
- Civil work is in progress.

5. 7th IQAC Council meeting

- As directed by VC, IQAC Council meeting may be planned in April 2021, not in March Month.
- Agenda need to be prepared
- PPT need to be prepared.

Action to be taken by: Dr.Sabitha Ramakrishnan

6. NAAC Peer team visit PPT

Director asked 1st Draft need to be ready for discussion

Action to be taken by: Mr.G.Vijaysankar

7. IQAC Plan for Next Year 2021-22

Director requested Activities need to be planned for the Year 2021-22

8. Honorarium papers signing need to be completed

Director asked all campus coordinator, further month Honorarium need to be signed that month itself.

Action to be taken by: All Campus Coordinator


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNA UNIVERSITY, CHENNAI - 600 025

Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 16.03.2021

Sub: Minutes of 57th IQAC internal meeting conducted on 16.03.2021 from 4.00PM to 5.00PM

The 57th internal meeting of IQAC was held on 16.03.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Participants :

1	Prof. Kurian Joseph,	Director-IQAC
2	Dr. K.V.Radha	IQAC Campus Coordinator - ACT
3	Dr. Balamurugan.G	IQAC Campus Coordinator - MIT
4	Mrs. Rajeswari.R	IQAC Campus Coordinator - SAP
5	Mr. Vijay Sankar.G	Professional Assistant - I

Agenda

- 1 NAAC Peer team visit PPT
- 2 Last week Open points status review :
Shifting to CPDE Building
7th IQAC Council meeting
IQAC Plan for Next Year 2021-22 :
Books Purchase

1. NAAC Peer team visit PPT

- 1st Draft shared for comments to all members
- Criterion In charges asked to share comments.

Action to be taken by: Mr.G.Vijaysankar

2. Last week Open points status review

Shifting to CPDE Building is planned:

- Works in CPDE Building is slow moving.
- Electricals works done.
- Telephone line need to be provided.
- Civil work is in progress.

7th IQAC Council meeting :

- As directed by VC, IQAC Council meeting may be planned in April 2021, not in March Month.
- Agenda need to be prepared
- PPT need to be prepared.

IQAC Plan for Next Year 2021-22 :

- Activities need to be planned for the Year 2021-22.

Books Purchase :

All are requested to share their suggestions, known book titles for complete the Purchase activity.

Action to be taken by: Dr.Sabitha Ramakrishnan & Dr.K.V.Radha


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNA UNIVERSITY, CHENNAI - 600 025
Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 23.03.2021

Sub: Minutes of 58th IQAC internal meeting conducted on 23.03.2021 from 4.00PM to 5.00PM

The 58th internal meeting of IQAC was held on 23.03.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Members present:

- Dr.Kurian Joseph, Director
- Dr.Sabitha Ramakrishnan, Deputy Director
- Dr.S.Meenakumari, CEG campus coordinator
- Dr.K.V.Radha, ACT campus coordinator
- Dr.G.Balamurugan, MIT campus coordinator

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

- NIRF
- Activity Report
- Peer Team Visit PPT

NIRF

The progress of NIRF was stated by director IQAC

Activity Report

The status of Activity Report was discussed with Deputy Director IQAC and Dr.S.Meenakumari

Action to be taken by: Dr.S.Meenakumari

Peer Team Visit PPT

Preparation of Peer Team Visit PPT, the input was received from respective criteria in-charge.

Action to be taken by: Dr.Sabitha Ramakrishnan

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 5.00 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC

Minutes prepared by: Dr.S.Meenakumari


Dr. Kurian Joseph
Director, IQAC
Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.



INTERNAL QUALITY ASSURANCE CELL (IQAC)
ANNA UNIVERSITY, CHENNAI - 600 025
Phone: 044-2235 7027, E-mail: iqac@annauniv.edu

Date: 30.03.2021

Sub: Minutes of 59th IQAC internal meeting conducted on 30.03.2021 from 4.00PM to 5.00PM

The 59th internal meeting of IQAC was held on 30.03.2021 at 04.00PM through online mode using Microsoft Teams Platform. The following members were present:

Members present:

- Dr.Kurian Joseph, Director
- Dr.Sabitha Ramakrishnan, Deputy Director
- Dr.S.Meenakumari, CEG campus coordinator
- Dr.K.V.Radha, ACT campus coordinator
- Dr.G.Balamurugan, MIT campus coordinator

Dr.Kurian Joseph, Director-IQAC welcomed the members to the meeting and discussed the following agenda points with the IQAC team members:

- NIRF
- Documentation Work
- AQAR
- DVV Status
- Any other matter with the permission of the Chair

NIRF

Director IQAC was discussed the NIRF data for Engineering & Technology, Management and Architecture with all IQAC Team members

Documentation Work

Director IQAC asked Dr.S.Sabitha Ramakrishnan to complete the documentation work for end of the year

Action to be taken by: Dr.Sabitha Ramakrishnan

AQAR

Director asked to Dr.Sabitha Ramakrishnan to carried out Annual Quality Assurance Report filing work

Action to be taken by: Dr.Sabitha Ramakrishnan

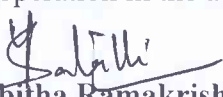
DVV Status


DVV Status was discussed with IQAC Team member

Any other matter with the permission of the Chair

Dr.Sabitha Ramakrishnan informed to director and team members, MIT-Dean provide an office for IQAC regular activity at MIT Campus.

Dr.Kurian Joseph Director-IQAC, thanked all the members for their sustained efforts and cooperation in the activities of IQAC. The meeting was concluded at 5.00 PM.


Dr. Sabitha Ramakrishnan
Deputy Director, IQAC


Dr. Kurian Joseph
Director, IQAC

Director
Internal Quality
Assurance Cell
Anna University, Chennai-25.

Minutes prepared by: Dr.S.Meenakumari