

**MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL HELD ON 26.06.2018 AT 3.00 PM IN THE COUNCIL HALL, ADMINISTRATIVE BUILDING, PONDICHERRY UNIVERSITY, PUDUCHERRY.**

The Pondicherry University has established the Internal Quality Assurance Cell in February 1996. A Meeting of the Internal Quality Assurance Cell (IQAC) Committee was conducted on 26.06.2018 and the following members were present.

1.	Prof. Gurmeet Singh Vice-Chancellor	Chairman
2.	The Librarian Pondicherry University	Member
3.	The Dean College Development Council	Member
4.	The Dean Students Welfare	Member
5.	The Executive Engineer Engineering Wing	Member
6.	The Assistant Registrar Planning and Development Section	Member
7.	The Systems Manager Pondicherry University	Member
8.	The Dean School of Engineering and Technology	Member
9.	The Dean School of Education	Member
10.	The Dean School of Life Sciences	Member
11.	The Dean School of Management	Member
12.	The Dean School of Physical, Chemical & Applied Sciences	Member
13.	The Dean School of Humanities	Member

14.	The Dean School of Social Sciences & International Studies	Member
15.	The Registrar (i/c) Pondicherry University	Member
16.	The Finance Officer Pondicherry University	Member
17.	Prof. S. Balakrishnan Professor Dept. of Earth Sciences	Co – ordinator

The Chairman of the IQAC Committee welcomed the members and briefed about various initiatives taken by the University to improve Academic performance.

The following Agenda items were discussed:

1. The Co-ordinator informed that Students Academic Management System (PU – SAMS) was launched in June 2017 and all academic activities for Monsoon and Spring Semesters, including generation of Hall Tickets and grades for all courses and Mark / Grade Cards were successfully completed within the specified time.
  - Acquaintance Programs on PU – SAMS for faculty were conducted at three venues, on 15.09.2017 at 3.30 p.m. in the Seminar Hall, HRDC Centre, PU, on 18.09.2017 at 3.30 p.m. in Auditorium, School of Management, PU and on 19.09.2017 at 3.30 p.m. Seminar Hall, Centre for Bioinformatics, PU.
  - Two Training Programs on PU – SAMS were conducted for Non – Teaching Staff to familiarize them about its working. These were held during 04.07.2017 to 05.07.2017 at 2.30 p.m, Computer Centre, PU and on 31.10.2017 at 2.30 p.m., in the Seminar Hall, Centre for Bioinformatics, PU.
2. Online Student Evaluation of Teachers was conducted for courses taught during Monsoon and Spring Semesters. This module was linked to the PU-SAMS.
  - December 2017 (Spring Semester) around 4870 students are participated in the Online Student Evaluation of Teachers from 07.11.2017 to 10.11.2017.

- May 2018 (Monsoon Semester) 4286 students participated in the Online Student Evaluation of Teachers from 10.04.2018 to 15.04.2018.
  - The data collected on the above evaluation for both the semesters are being processed.
3. Annual Quality Assurance Report (AQAR) for the year 2016-17 is prepared and placed before the committee. The committee suggested few corrections and approved the report.
  4. NAAC Compliance Report is prepared and placed before the committee. Dr. N. Parthasarathy pointed out that list of members of Ethics Committee was appearing at two places. It was noted that this is because for two different observation of the Peer Team the same list is provided.
  5. The IQAC played a nodal role in submission of Institutional Information Quality Assessment (IIQA) and Self Study Report (SSR) for the 4<sup>th</sup> Cycle of Re-accreditation by the NAAC.

Institutional Information Quality Assessment (IIQA) was submitted to NAAC on 15.11.2017 and NAAC approved it on 19.12.2017.

The Steering Committee was constituted for preparation of Self Study Report for the period 01.04.2012 to 31.03.2017.

The following members were actively involved in preparation of the Self Study Report (SSR):

1. Dr. Nalini J. Thampi, Dean, School of Humanities, PU
2. Dr. H. Surya Prakash Rao, Professor, Dept. of Chemistry, PU
3. Dr. R. Panneerselvam, Professor, Dept. of Management Studies, PU
4. Dr. K. Chandrasekara Rao, Professor, Dept. of Banking Technology, PU
5. Dr. Ramaswamy Murugan, Prof. & Head, Dept. of Physics, PU
6. Dr. D. Lazar, Dean of Students Welfare & Professor, Dept. of Commerce, PU

7. Dr. B. Rangaiah, Professor, Dept. of Applied Psychology, PU
8. Dr. S. Jayakumar, Associate Professor, Dept. of Ecology & Environmental Science, PU
9. Dr. C. Jayashankar Babu, Asst. Prof & Head, Dept. of Hindi, PU
10. Dr. M. Tanuja, Asst.Prof & Head, Centre for Study of Social Exclusion and Inclusion Policy, PU
11. Dr. K. Suresh Babu, Asst. Professor, Centre for Nano Science & Tech., PU

Further, a number of faculty members, staff and Alumni and the office staff of IQAC contributed towards successful submission of the Self Study Report to NAAC on 05.02.2018.

After submitting SSR, NAAC raised number of clarifications and these were responded within the time limit.

NAAC initiated the Students Satisfaction Survey (SSS) and the IQAC facilitated participation of required number of students by sending emails and SMS to them.

6. Future Plans for the Academic Year 2018 – 19 were presented and discussed which are listed below
  - a) Launching of Pondicherry University Research Scholars Academic Management System (PU – RAMS)
  - b) Analysis of Student Evaluation of Teachers
  - c) Launching of online Faculty Profile
  - d) Plan to introduce Research Award for faculty & Research Scholars

A number of suggestions were made by the members on the above aspects

The meeting ended with the vote of thanks to the chair.

  
**Assistant Registrar**  
Planning and Development Section

  
**The Executive Engineer**  
Engineering Wing

  
**The Systems Manager**  
Pondicherry University

  
**Dean**  
Students Welfare

  
**Dean**  
College Development Council

  
**Dean**  
School of Humanities

  
**Dean**  
School of Engineering & Tech.,

  
**Dean**  
School of Education

  
**Dean**  
School of Management

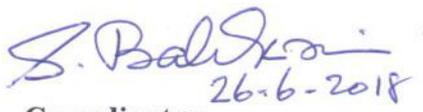
  
**Dean**  
School of Life Sciences

  
**Dean (i/c)** 26-6-2018  
School of Physical, Chemical & Applied  
Sciences

  
**Dean**  
School of Social Sciences &  
International Studies

  
**The Librarian**  
Pondicherry University

  
**The Finance Officer & Registrar (i/c)**  
Pondicherry University

  
**Co-ordinator** 26-6-2018  
Internal Quality Assurance Cell

  
**Vice-Chancellor**  
Pondicherry University