

VINAYAKA MISSIONS UNIVERSITY

(Deemed to be University)



INTERNAL QUALITY ASSURANCE CELL MEETINGS

2017 - 2018

VINAYAKA MISSIONS UNIVERSITY
(Deemed to be University)

INTERNAL QUALITY ASSURANCE CELL
MEETINGS

2017 – 2018

| MEETING | DATE |
|-------------------------|---|
| 1 st Meeting | 16 th June 2017 |
| 2 nd Meeting | 4 th September 2017 |
| 3 rd Meeting | 3 rd & 4 th November 2017 |
| 4 th Meeting | 23 rd March 2018 |

VINAYAKA MISSION'S UNIVERSITY, SALEM

(Deemed To be University)

Date: 09.06.2017

CIRCULAR

This is to inform you that the Fifth IQAC meeting is going to be held on June 16, 2017, Friday 10.00 AM, to discuss about the preparation of IQAC report annual IQAC plan for the forthcoming academic year 2017-18. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minutes.
2. Member's Suggestions and proposed Future Plans of the University in 2017-2018 for Quality Enhancement.
3. Retrieval of data from the institutions for the Annual report 2016-2017.
4. Preparation of documents for UGC review meeting.
5. Any other items proposed by Members.

DIRECTOR-IQAC

Copy to

| S.No | Name | IQAC Designation |
|-------------|-------------------------------|------------------------------------|
| 1. | Dr.V.R. Rajendran | Chairperson |
| 2. | Dr.Y.Abraham | Member - Sr.Administrative Officer |
| 3. | Dr.B.Jaykar | Member - Sr.Administrative Officer |
| 4. | Prof.Dr.R.S.Shanmugasundaram | Member - Sr.Administrative Officer |
| 5. | Dr.C.L.Prabhavathi | Member - Sr.Administrative Officer |
| 6. | Mr. B. Murugaesan | Member - Sr.Administrative Officer |
| 7. | Dr.A.Nagappan | Member - Teacher |
| 8. | Dr.Jayapal | Member - Teacher |
| 9. | Dr.A.Rajan Samuel | Member - Teacher |
| 10. | Dr.V.Selvanayagi | Member - Teacher |
| 11. | Dr.A.Nagarajan | Member - Teacher |
| 12. | Dr.J.Baby John | Member - Teacher |
| 13. | Dr.Aditya Pratap Singh | Member – Management Representative |
| 14. | Mr. Marciano John Vialli Paul | Member - Student |
| 15. | Ms.Shunam Dikshit | Member - Student |
| 16. | Mrs.Srividya Kamatchi | Member - Alumini |
| 17. | Mr.Berlin Jayasingh | Member - Employer |
| 18. | Mr.M.Sundara Mugundan | Member - Employer |
| 19. | Prof.Dr.P.Gnanasekar | Director |

INTERNAL QUALITY ASSURANCE CELL
VINAYAKA MISSION'S UNIVERSITY, SALEM
(Deemed To be University)

The Fifth IQAC meeting of the Vinayaka Mission's University was conducted on 16.06.2017 at 10.00AM in the Board Room of the University. Dr. V.R. Rajendran, Vice-Chancellor, Vinayaka Mission's University, Presided the meeting Dr. P. Gnanasekar, Director, IQAC, Vinayaka Mission's University, welcomed all Members and discussed about the action plan for the forth coming academic year 2017-18.

Minutes of the Meeting:

Item No.1: Actions of Previous Meeting Minute.

The actions taken on the previous meeting minutes were discussed.

- a. IQAC mock inspection reports were analyzed.
- b. The collected data of the AQAR report were analyzed.

Item No.2: Members suggestions and proposed future plants of the University in 2017-2018 for Quality Enhancement.

The Members suggested conducting some workshops related with IQAC cell for the documentation systems and methods. Dr.V.R.Rajendran, Vice Chancellor gave instructions to arrange a workshop for all the IQAC Members to enhance the documentation system.

Item No. 3: Retrieval of data from the institutions for the Annual report 2016-2017.

Recent developments and other updations related with the respective institutions were collected and all other details regarding the infrastructure, library publications were updated.

Item No: 4. Preparation of documents for UGC review meeting.

Simultaneously the members are requested to prepare for the UGC review committee inspection for the current year.

Item No: 5. Any other Items proposed by Members.

Members are asked for any other items to be discussed and nothing was there.

The meeting was concluded with the Vote of Thanks by Dr. P. Gnanasekar, IQAC Director of VMU-DU.

The Following Members were Present:

1. Dr. V.R. Rajendran
Vice-Chancellor.
2. Dr. Dr. Y.Abraham
IOAC Member
VMU – DU.
3. Dr. B.Jaykar
IQAC Member
VMU – DU.
4. Dr. P.Gnanasekar
IQAC Member
VMU – DU.
5. Mr. B. Murugesan
IQAC Member
VMU – DU.
6. Prof.Dr.R.S.Shanmugasundaram
IQAC Member
VMU – DU.
7. Dr.C.L.Prabhavathi
IQAC Member
VMU – DU.

8. Dr.A.Nagappan

IQAC Member

VMKV Engineering College, Salem.

9. Dr.Jayapal

IQAC Member

VMKV Medical College, Salem.

10.Dr.A.Rajan Samuel

IQAC Member

Vinayaka Mission's College of Physiotherapy, Salem.

11.Dr.V.Selvanayagi

IQAC Member

Vinayaka Mission's College of Nursing, Salem.

12.Dr.A.Nagarajan

IQAC Member

Vinayaka Mission's Homoeopathy Medical College, Salem.

13.Dr.J.Baby John

IQAC Member

VMS Dental College, Salem.

14. Dr.Aditya Pratap Singh

IQAC Member

Management Representative, Chennai

VINAYAKA MISSION'S UNIVERSITY, SALEM

Date: 01.09.2017

CIRCULAR

This is to inform you that the Sixth IQAC meeting is going to be held on September 4, 2017, Monday 10.00 AM, to discuss about the submission of AQAR report and annual IOAC plan for the forth coming academic year 2017-2018. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minute.
2. Preparedness for the forthcoming UGC expert committee visit.
3. Arrangement of One day workshop in Quality Assessment and improvement.
4. Member's Suggestions and Proposed Future Plans.
5. Any other items proposed by Members.

DIRECTOR-IQAC

Copy to

| S.No | Name | IQAC Designation |
|------|-------------------------------|------------------------------------|
| 1. | Dr.V.R. Rajendran | Chairperson |
| 2. | Dr.Y.Abraham | Member - Sr.Administrative Officer |
| 3. | Dr.B.Jaykar | Member - Sr.Administrative Officer |
| 4. | Prof.Dr.R.S.Shanmugasundaram | Member - Sr.Administrative Officer |
| 5. | Dr.C.L.Prabhavathi | Member - Sr.Administrative Officer |
| 6. | Mr. B. Murugaesan | Member - Sr.Administrative Officer |
| 7. | Dr.A.Nagappan | Member - Teacher |
| 8. | Dr.Jayapal | Member - Teacher |
| 9. | Dr.A.Rajan Samuel | Member - Teacher |
| 10. | Dr.V.Selvanayagi | Member - Teacher |
| 11. | Dr.A.Nagarajan | Member - Teacher |
| 12. | Dr.J.Baby John | Member - Teacher |
| 13. | Dr.Aditya Pratap Singh | Member – Management Representative |
| 14. | Mr. Marciano John Vialli Paul | Member - Student |
| 15. | Ms.Shunam Dikshit | Member - Student |
| 16. | Mrs.Srividya Kamatchi | Member - Alumini |
| 17. | Mr.Berlin Jayasingh | Member - Employer |
| 18. | Mr.M.Sundara Mugundan | Member - Employer |
| 19. | Prof.Dr.P.Gnanasekar | Director |

INTERNAL QUALITY ASSURANCE CELL
VINAYAKA MISSION'S UNIVERSITY, SALEM
(Deemed to be University)

The Sixth IQAC meeting of the Vinayaka Mission's University was conducted on 04.09.2017 at 10.00 AM in the Board Room of the University. Dr.V.R.Rajendran, Vice-Chancellor, Vinayaka Mission's University, Presided Dr.P.Gnanasekar, IQAC, Member of the VINAYAKA MISSION'S UNIVERSITY, welcomes the all Members and discussed about the action plan for the forth coming months.

Minutes of the Meeting:

Item No. 1: Actions of Previous Meeting Minute.

The actions taken on the previous meeting minutes were discussed.

- a. As per the Member's suggestion and Vice – Chancellor's instruction, a workshop for the members was arranged.
- b. The calendar of events for the academic year 2016-17 was prepared and finalized.

Item No. 2: Preparedness for the forthcoming UGC expert committee visit.

The IQAC cell discussed about the preparedness of the forthcoming UGC expert committee visit. Dr.V.R.Rajendran discussed about the UGC expert committee visits and informed to get ready for the inspection with in short period of time. Also planned to conduct a surprise mock inspection in the respective colleges without any intimation to check the maintenance and updation of this file.

Item No. 3: Arrangement of One day workshop in Quality Assessment and improvement.

A One day workshop of Quality Assessment and improvement was planned to conduct on 16.09.2017 at Vinayaka Mission's Homoeopathy Medical College and Hospital Salem. It is also planned to invite Dr.R.Munir Ahmed, Director, College and Development Council, Rajiv Gandhi University of Health Sciences, Karnataka as a resource person.

Item No. 4: Members Suggestions and Proposed Future Plans.

Members are welcome to propose their suggestions or proposal to the upliftment of the quality of university and the Director-IQAC insisted to conduct more seminars/workshops/Faculty exchange programmes in the next quarter of the year.

Item No. 5: Any other items proposed by Members

Members are asked for any other items to be discussed and nothing was there. The meeting was concluded with the Vote of Thanks by Dr. P. Gnanasekar, Director-IQAC, VMU-DU.

The Following Members were Present:

1. Dr. V.R. Rajendran
Vice-Chancellor.
2. Dr. Dr. Y.Abraham
IOAC Member
VMU – DU.
3. Dr. B.Jaykar
IQAC Member
VMU – DU.
4. Dr. P.Gnanasekar
IQAC Member
VMU – DU.
5. Mr. B. Murugesan
IQAC Member
VMU – DU.
6. Prof.Dr.R.S.Shanmugasundaram
IQAC Member
VMU – DU.
7. Dr.C.L.Prabhavathi
IQAC Member
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8. Dr.A.Nagappan

IQAC Member

VMKV Engineering College, Salem.

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IQAC Member

Vinayaka Mission's College of Physiotherapy, Salem.

11.Dr.V.Selvanayagi

IQAC Member

Vinayaka Mission's College of Nursing, Salem.

12.Dr.A.Nagarajan

IQAC Member

Vinayaka Mission's Homoeopathy Medical College, Salem.

13.Dr.J.Baby John

IQAC Member

VMS Dental College, Salem.

14. Dr.Aditya Pratap Singh

IQAC Member

Management Representative, Chennai

VINAYAKA MISSION'S UNIVERSITY, SALEM
(Deemed To Be University)

Date: 01.11.2017

CIRCULAR

This is to inform you that the Seventh IQAC meeting is going to be held on November 3rd, & 4th 2017, Friday & Saturday at 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minutes.
2. Preparation of documents for UGC reviews Meeting.
3. Collection of Data for the UGC inspection.
4. Member's Suggestions and proposed Future Plans.
5. Any other items proposed by Members.

DIRECTOR-IQAC

Copy to

| S.No | Name | IQAC Designation |
|------|-------------------------------|------------------------------------|
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| 2. | Dr.Y.Abraham | Member - Sr.Administrative Officer |
| 3. | Dr.B.Jaykar | Member - Sr.Administrative Officer |
| 4. | Prof.Dr.R.S.Shanmugasundaram | Member - Sr.Administrative Officer |
| 5. | Dr.C.L.Prabhavathi | Member - Sr.Administrative Officer |
| 6. | Mr. B. Murugaesan | Member - Sr.Administrative Officer |
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| 11. | Dr.A.Nagarajan | Member - Teacher |
| 12. | Dr.J.Baby John | Member - Teacher |
| 13. | Dr.Aditya Pratap Singh | Member – Management Representative |
| 14. | Mr. Marciano John Vialli Paul | Member - Student |
| 15. | Ms.Shunam Dikshit | Member - Student |
| 16. | Mrs.Srividya Kamatchi | Member - Alumini |
| 17. | Mr.Berlin Jayasingh | Member - Employer |
| 18. | Mr.M.Sundara Mugundan | Member - Employer |
| 19. | Prof.Dr.P.Gnanasekar | Director |

INTERNAL QUALITY ASSURANCE CELL
VINAYAKA MISSION'S UNIVERSITY, SALEM
(Deemed To Be University)

The IQAC meeting of the Vinayaka Mission's University was conducted on 03.11.2017 & 04.11.2017 at 10.00AM in the Board Room of the University. Dr.V.R.Rajendran, Vice-Chancellor, Vinayaka Mission's University, Presided the meeting Dr. P. Gnanasekar, Director-IQAC, of the Vinayaka Mission's University, Welcome the all Members and discussed about the action plan for the forth coming months.

Minutes of the Meeting:

Item No. 1: Actions of Previous Meeting Minute

The actions taken on the previous meeting minutes 05.09.2016 were discussed.

- a. As per the member's suggestion and Vice-Chancellor's instruction, a workshop on Research awareness was arranged.

Item No. 2: Preparation of documents for UGC reviews Meeting.

Simultaneously the Members are requested to prepare for the UGC review committee inspection expected to come November & December 2017.

Item No. 3: Collection of Data for the UGC inspection.

The IQAC cell collected all the data's pertaining to the UGC inspection from the constituent Colleges Vinayaka Mission's University (Deemed to be University).

Item No. 4: Member's Suggestions and Proposed Future Plans.

Members are welcome to propose their suggestions or proposal to the Upliftment of the quality of University.

Item No. 5: Any other items proposed by Members

Members were asked for any other items to be discussed and nothing was there.

The meeting was concluded with the Vote of Thanks by Dr. P. Gnanasekar, Director - IQAC, VMU-DU.

The Following Members were Present:

1. Dr. V.R. Rajendran
Vice-Chancellor.
2. Dr. Dr. Y.Abraham
IOAC Member
VMU – DU.
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VMU – DU.
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VMS Dental College, Salem.

14. Dr.Aditya Pratap Singh

IQAC Member

Management Representative, Chennai

VINAYAKA MISSION'S UNIVERSITY, SALEM
(Deemed To Be University)

Date: 20.03.2018

CIRCULAR

This is to inform you that the Eighth IQAC meeting is going to be held on March 23, 2018, Friday at 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minutes.
2. Analysis of UGC inspection Comments.
3. Fixing of dates for the final submission of data's for the AQAR report for the academic year 2016-2017.
4. Member's Suggestions and proposed Future Plans.
5. Any other items proposed by Members.

DIRECTOR-IQAC

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| 18. | Mr.M.Sundara Mugundan | Member - Employer |
| 19. | Prof.Dr.P.Gnanasekar | Director |

INTERNAL QUALITY ASSURANCE CELL

VINAYAKA MISSION'S UNIVERSITY, SALEM

(Deemed To Be University)

The Eighth IQAC meeting of the Vinayaka Mission's University was conducted on 23.03.2018 at 10.00AM in the Board Room of the University. Dr.V.R.Rajendran, Vice-Chancellor, Vinayaka Mission's University, Presided the meeting Dr. P. Gnanasekar, Director IQAC, of the Vinayaka Mission's University, Welcome the all Members and discussed about the action plan for the forth coming months.

Minutes of the Meeting:

Item No: 1. Actions of Previous Meeting Minute.

The Actions taken on the previous meeting minutes held on 03.11.2017 & 04.11.2017 were discussed.

- a. A Mock inspection was conducted at all the colleges surprisingly and the instructions were given to the colleges those who are lack in the files updation.

Item No: 2. Analysis of UGC inspection Comments.

The UGC inspection was successfully completed on 4th, 5th & 6th January 2018, and the comments and suggestions given by the expert committee members were discussed and the rectification chances were analyzed.

Item No: 3. Fixing of dates for the final submission of data's for the AQAR report for the academic year 2016-17.

The IQAC cell decided to fix the final date for the submission of the respective institution details AQAR report to the University in the first week of May, so that the University compiles collected the data and which will be submitted to NAAC in the month of June.

Item No: 4. Member's Suggestions and Proposed Future Plans.

Members are welcome to propose their suggestions or proposal to the upliftment of the quality of University. The Members suggested to conduct and national conference on teaching learning process and the Vice Chancellor agreed and will check the possibilities in near future.

Item No: 5. Any other items proposed by Members.

Members are asked for any other items to be discussed and nothing was there.

The Meeting was concluded with the vote of Thanks by Dr.P.Gnanasekar, IQAC Member of VMU-DU.

The Following Members were Present:

1. Dr. V.R. Rajendran
Vice-Chancellor.
2. Dr. Dr. Y.Abraham
IOAC Member
VMU – DU.
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