

**VINAYAKA MISSION'S RESEARCH FOUNDATION, SALEM**  
**(Deemed To Be University)**

Date: 04.06.2018

**CIRCULAR**

This is to inform you that the next IQAC meeting is going to be held on June 08, 2018, Friday 10.00 AM, to discuss about the preparation of IQAC report and annual IQAC plan for the forthcoming academic year 2018-19. All the IQAC Members are requested to attend the meeting without fail.

**Agenda**

1. Actions of Previous Meeting Minute
2. Retrieval of data from the institutions for the Annual report 2017-18.
3. Preparation of IQAC Calendar
4. Members' Suggestions and Proposed Future Plans of the University in 2018-19 for Quality Enhancement
5. Any other items proposed by Members

**DIRECTOR-IQAC**

Copy to  
Members of IQAC

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

The IQAC meeting of the Vinayaka Mission's Research Foundation was conducted on 08.06.2018 at 10.00AM in the Board room of the university. Dr. V. R. Rajendran, Vice-Chancellor, Vinayaka Missions Research Foundation, Presided the meeting Dr. P. Gnanasekar, Director, IQAC, Vinayaka Mission's Research Foundation, welcomed all Members and discussed about the Annual report for the year 2017-18 and action plan for the forth coming academic year 2018-19.

**Minutes of the meeting**

**Item No. 1: Actions of Previous Meeting Minute**

The actions taken on the previous meeting minutes were discussed.

- a. Finalising of AQAR submission date – decided to wait for NAAC notification.

**Item No. 2: Retrieval of data from the institutions for the Annual report 2017-18.**

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

**Item No. 3: Preparation of IQAC Calendar**

Simultaneously the members were requested to submit their proposed seminars/workshops to be conducted in the forthcoming 2018-19 session. As per

the suggestions given by the various IQAC Members the calendar of events for the year 2018-19 was prepared.

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

Members were 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, IQAC Director of VMRF-DU.

The following Members were present

1	Dr.V.R. Rajendran	Chairperson
2	Dr. Y. Abraham	Member - Sr.Administrative Officer
3	Dr.M. Ponnaivaikko	Member - Sr.Administrative Officer
4	Dr.B. Jaykar	Member - Sr.Administrative Officer
5	Dr.J. Sabarinathan	Member - Sr.Administrative Officer
6	Prof.Dr.R.S. Shanmugasundaram	Member - Sr.Administrative Officer
7	Dr.C.L. Prabhavathi	Member - Sr.Administrative Officer
8	Dr.A. Nagappan	Member - Teacher
9	Dr.P.S. Manoharan	Member - Teacher
10	Dr.A. Rajan Samuel	Member - Teacher
11	Dr.V. Selvanayagi	Member - Teacher
12	Dr.A. Nagarajan	Member - Teacher
13	Dr. Aditya Pratap Singh	Member - Management Representative
14	Mr. Marciano John Vialli Paul	Member - Student
15	Ms. Shubam Dikshit	Member - Student
16	Mr. Berlin Jayasingh	Member - Employer
17	Prof.Dr.P. Gnanasekar	Director

**VINAYAKA MISSION'S RESEARCH FOUNDATION, SALEM**

**(Deemed To Be University)**

Date: 01.08.2018

**CIRCULAR**

This is to inform you that the next IQAC meeting cum Two days workshop for IQAC Members will be conducted on August 06 & 07, 2018, Monday & Tuesday 10.00 AM, to discuss about the new AQAR format. All the IQAC Members are requested to attend the meeting without fail.

**Agenda**

1. Actions of Previous Meeting Minute
2. Discussion of New AQAR format
3. Files to be maintained as per the new format
4. Arrangement of Two days workshop on Research Awareness
5. Arrangement of Faculty development programme on Professional Development for teaching in higher education
6. Arrangement of Faculty development programme on Innovative pedagogy in digital age
7. Members Suggestions and Proposed Future Plans
8. Any other items proposed by Members

**DIRECTOR-IQAC**

Copy to  
All Members

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

The IQAC meeting of the Vinayaka Mission's Research Foundation and two days workshop for the IQAC Members were conducted on 06.08.2018 & 07.08.2018 at 10.00AM in the Board room of the university. Dr. V.R. Rajedran, Vice-Chancellor, Vinayaka Missions Research Foundation, Presided and Dr. B.Jaykar, Registrar, VMRF-DU inaugurated the workshop. Dr. P. Gnanasekar, Director-IQAC, Vinayaka Mission's Research Foundation, welcomed all the Members and discussed about the new AQAR format and action plan for the inclusion of new files from this academic year 2018-19.

**Minutes of the meeting**

**ItemNo. 1: Actions of Previous Meeting Minute**

The actions taken on the previous meeting minutes were discussed.

- a. The AQAR of the year 2017-18 is to be submitted online if the portal opens or through email in the old format before december.
- b. Approval of the IQAC Calendar 2018-19

**Item No. 2: Discussion of New AQAR format**

Dr. P. Gnanasekar, Director-IQAC, explained clearly about the new online format of the AQAR as per the NAAC. He elaborated in detail about each and every criterion and the data to be submitted as per the criterion.

**Item No. 3: Files to be maintained as per the new format**

As per the new format, the list of files to be maintained at the IQAC and each department were prepared by the team of IQAC Members and verified by Dr.

P. Gnanasekar. Each team was assigned to prepare a single criterion and finally all the criteria were discussed in detail by the Director IQAC and all the Members and finalized the list of files.

**Item No. 4: Arrangement of Two day workshop on Research Awareness**

A Two day workshop of Research Awareness was planned to conduct on 18.09.2018 & 19.09.2018 at AVIT, Chennai, It is also planned to invite a Resource person from IIT, Chennai to improve the standard of writing of proposal to various funding agencies..

**Item No. 5: Arrangement of Faculty development programme on Professional Development for teaching in higher education**

A one day Faculty development programme on Professional Development for teaching in higher education was planned to conduct on 22.09.2018 at VMKV Engineering College, Salem,

**Item No. 6: Arrangement of Faculty development programme on Innovative pedagogy in digital age**

A one day Faculty development programme on Innovative pedagogy in digital age was planned to conduct on 26.10.2018 at Vinayaka Mission's College of Nursing, Puducherry. It also planned to conduct the sessions on MOOC & MOODLE courses and Cognitive Apprenticeship.

**Item No. 7: 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. 8: Any other items proposed by Members**

No other item was discussed

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

The following Members were present

1	Dr.V.R. Rajendran	Chairperson
2	Dr. Y. Abraham	Member - Sr.Administrative Officer
3	Dr.M. Ponnaivaikko	Member - Sr.Administrative Officer
4	Dr.B. Jaykar	Member - Sr.Administrative Officer
5	Dr.J. Sabarinathan	Member - Sr.Administrative Officer
6	Prof.Dr.R.S. Shanmugasundaram	Member - Sr.Administrative Officer
7	Dr.C.L. Prabhavathi	Member - Sr.Administrative Officer
8	Dr.A. Nagappan	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	Mr. Berlin Jayasingh	Member - Employer
14	Mr.M. Sundara Mugundan	Member - Employer
15	Prof.Dr.P. Gnanasekar	Director

**VINAYAKA MISSION'S RESEARCH FOUNDATION, SALEM**  
**(Deemed To Be University)**

Date: 03.12.2018

**CIRCULAR**

This is to inform you that the next IQAC meeting is going to be held on December 7, 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. Preparedness for the forthcoming UGC expert committee visit
3. Collection of Data for the UGC inspection
4. Arrangement of seminars/workshops at various colleges
5. Any other items proposed by Members

**DIRECTOR-IQAC**

Copy to  
All members



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

The IQAC meeting of the Vinayaka Mission's Research Foundation was conducted on 07.12.2018 at 10.00AM in the Board room of the university. Dr. P. K. Sudhir, Vice-Chancellor, Vinayaka Missions Research Foundation, Presided the meeting Dr. P. Gnanasekar, Director-IQAC, Vinayaka Mission's Research Foundation, Welcome the all Members and discussed about the action plan for the forth coming months.

**Minutes of the meeting**

**ItemNo. 1: Actions of Previous Meeting Minute**

The actions taken on the previous meeting minutes (06 &07.08.2018) were discussed.

- a. The list of files to be maintained at the institution and departments were arranged.
- b. As per the members suggestion and Vice-Chancellor's instruction, a workshop on Research awareness was arranged.

**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. P. K. Sudhir 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 updating of the files

**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 Missions Research Foundation (Deemed to be University).

#### **Item No. 4: Arrangement of seminars/workshops at various colleges**

The approval was given to various colleges too conduct the seminars/Faculty development programme by various institutions.

1. Seminar on Innovative teaching methods by Vinayaka Mission's Annapoorana College of Nursing on 10.12.2018
2. One week programme on Effective implementation of ICT tools-utility of smart boards by IQAC cell of AVIT, Chennai in collaboration with ISTE-AVIT chapter from 14.12.2018
3. Faculty development programme on Quality parameters for higher education by VMKV Arts & Science college, Salem on 18.12.2018
4. Seminar on COMPASS-2018-Competency development for faculty members by AVIT, Chennai on 18.12.2018.
5. State level seminar on Exploring evidence based research in obstetrics nursing-To improve quality of maternity care by Vinayaka Mission's College of Nursing, Karaikkal on 21.12.2018.
6. National conference on Sustainability in excellence: maximizing skills in critical care by Vinayaka Mission's College of Nursing, Puducherry on 24.01.2019.
7. Faculty development programme on Curriculum and syllabus design based on OBE frame work by VMKV Engineering College, from 5th to 8th February 2019.

#### **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, VMRF-DU.

The following Members were present

1	Dr.P.K. Sudhir	Chairperson
2	Dr.P.S. Manoharan	Member - Sr.Administrative Officer
3	Dr.M. Ponnaikko	Member - Sr.Administrative Officer
4	Dr.B. Jaykar	Member - Sr.Administrative Officer
5	Dr.J. Sabarinathan	Member - Sr.Administrative Officer

6	Prof.Dr.R.S. Shanmugasundaram	Member - Sr.Administrative Officer
7	Dr.K. Prakasam	Member - Teacher
8	Dr.A. Rajan Samuel	Member - Teacher
9	Dr.V. Selvanayagi	Member - Teacher
10	Dr.A. Nagarajan	Member - Teacher
11	Dr.J. Baby John	Member - Teacher
12	Dr. Aditya Pratap Singh	Member - Management Representative
13	Mr. Marciano John Vialli Paul	Member - Student
14	Ms. Shubam Dikshit	Member - Student
15	Mrs. Srividya Kamatchi	Member - Alumni
16	Prof.Dr.P. Gnanasekar	Director



# VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

Date: 13.03.2019

## **CIRCULAR**

This is to inform you that the next IQAC meeting is going to be held on March 15 2019, Friday 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

### **Agenda**

1. Actions of Previous Meeting Minutes
2. Consolidation of UGC data
3. Members' Suggestions and Proposed Future Plans.
4. Any other items proposed by Members

**DIRECTOR-IQAC**

Copy to

1. All members



# VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

## **INTERNAL QUALITY ASSURANCE CELL**

The IQAC meeting of the Vinayaka Mission's Research Foundation was conducted on 15.03.2019 at 10.00AM in the Board room of the university. Dr. P. K. Sudhir, Vice-Chancellor, Vinayaka Missions Research Foundation, Presided the meeting Dr. P. Gnanasekar, Director-IQAC, Vinayaka Mission's Research Foundation, welcomed all the Members and discussed about the action plan for the forth coming months.

### **Minutes of the meeting**

#### **ItemNo. 1: Actions of Previous Meeting Minute**

The actions taken on the previous meeting minutes (07.12.2018) 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: Consolidation of UGC data.**

The data's pertaining to the respective colleges were collected and updated for the forthcoming UGC expert committee visit..

#### **Item No. 3: Members' Suggestions and Proposed Future Plans.**

Members are welcome to propose their suggestions or proposal to the upliftment of the quality of university. The members responded that successful completion of Expert committee visit will be the first priority.

### **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, VMRF-DU.

The following Members were present

1	Dr.P.K. Sudhir	Chairperson
2	Dr.P.S. Manoharan	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	Dr.A. Nagappan	Member - Teacher
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17	Mr.M. Sundara Mugundan	Member - Employer
18	Prof.Dr.P. Gnanasekar	Director