

VINAYAKA MISSIONS UNIVERSITY
(Deemed to be University)



INTERNAL QUALITY ASSURANCE CELL
MEETINGS

2016 -2017

VINAYAKA MISSIONS UNIVERSITY
(Deemed to be University)

INTERNAL QUALITY ASSURANCE CELL
MEETINGS

2016 – 2017

MEETING	DATE
1 st Meeting	06 st June 2016
2 nd Meeting	5 th September 2016
3 rd Meeting	9 th January 2017
4 th Meeting	10 th April 2017

VINAYAKA MISSION'S UNIVERSITY, SALEM

(Deemed To be University)

Date: 01.06.2016

CIRCULAR

This is to inform you that the First IQAC meeting is to be held on June 06, 2016, Monday 10.00 AM, to discuss about the annual IQAC plan for the forthcoming academic year 2016-17. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. A brief about IQAC and the Action Plan – Director IQAC
2. Member's Suggestions and proposed Future Plans of the University in 2016-2017 for Quality Enhancement.
3. Preparation of the calendar of events for the academic year 2016-2017.
4. 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.	Mr. B. Murugesan	Member - Sr.Administrative Officer
4.	Prof.Dr.R.S.Shanmugasundaram	Member - Sr.Administrative Officer
5.	Dr. A. Balasundaram	Member - Sr.Administrative Officer
6.	Dr.B.Jaykar	Member - Teacher
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 First IQAC meeting of the Vinayaka Mission's University was conducted on 06.06.2016 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 2016-17.

Minutes of the Meeting:

Item No.1: A brief about IQAC and the Action Plan – Director IQAC

The Director IQAC explained about IQAC and its functions to the members.

Item No.2: Members suggestions and proposed future plants of the University in 2016-2017 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: Preparation of the calendar of events for the academic year 2016 -17.

The calendar of the events for the forth coming academic year 2016-17 was prepared and annexed separately.

Item No.4: Any other Items proposed by Members.

Members are welcome to propose item or proposal to be taken up for the quality sustenance and assurance.

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. P.Gnanasekar
IQAC Member
VMU – DU.
4. Mr. B. Murugesan
IQAC Member
VMU – DU.
5. Prof.Dr.R.S.Shanmugasundaram
IQAC Member
VMU – DU.
6. Dr. A. Balasundaram
IQAC Member
VMU – DU.
7. Dr.B.Jaykar
IQAC Member
Vinayaka Mission's College of Pharmacy, Salem.
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

S.NO	MONTH	EVENT
1	June	Conduct of General Body Meeting. Preparation of Annual Report of the University.
2	July	To conduct Workshop on Implementation of Research Methodology. Conduct of Convocation.
3	August	Retrieval of data from departments and Administrative sections. Monitoring of activities.
4	September	Conduct of One day Workshop for the IQAC Co-ordinators of all departments in the Constituent Colleges.
5	October	Conduct of Workshop on Spoken Tutorials.
6	November	Preparation of document for NIRF
7	December	Conduct of General Body meeting. Follow up of departmental Evaluative reports.
8	January	Conduct of a Workshop on Effective Communication Management.
9	February	Workshop on Quality initiatives in Teaching Learning Process
10	March	Mock Inspection of Constituent Colleges
11	April	Evaluation of the colleges based on mock inspection
12	May	Retrieval of data from departmental reports for preparation of AQAR 2016-17.

VINAYAKA MISSION'S UNIVERSITY, SALEM

Date: 01.09.2016

CIRCULAR

This is to inform you that the Second IQAC meeting is going to be held on September 5, 2016, Monday 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minute.
2. Analyzing of data from departments and Administrative sections. Monitoring activities.
3. Arrangement of Two day workshop on Research Awareness
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.	Mr. B. Murugesan	Member - Sr.Administrative Officer
4.	Prof.Dr.R.S.Shanmugasundaram	Member - Sr.Administrative Officer
5.	Dr. A. Balasundaram	Member - Sr.Administrative Officer
6.	Dr.B.Jaykar	Member - Teacher
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 Third IQAC meeting of the Vinayaka Mission's University was conducted on 05.09.2016 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, 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 06.06.2016 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: Analyzing of data from departments and Administrative sections.

Monitoring activities.

The data collected from all the constituent institutions, departments and the administrative sections of the University was analyzed. All the Hols are requested to motivate their faculty members to increase their research outputs.

Item No. 3: Arrangement of Two day workshop on Research Awareness.

A Two day workshop of Research Awareness was planned to conduct on 06.10.2016 & 07.10.2016 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. 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.

No other item was discussed

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. P.Gnanasekar
IQAC Member
VMU – DU.
4. Mr. B. Murugesan
IQAC Member
VMU – DU.
5. Prof.Dr.R.S.Shanmugasundaram
IQAC Member
VMU – DU.
6. Dr. A. Balasundaram
IQAC Member
VMU – DU.
7. Dr.B.Jaykar
IQAC Member
Vinayaka Mission's College of Pharmacy, Salem.

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.J.Baby John
IQAC Member
VMS Dental College, Salem.

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

Date: 02.01.2017

CIRCULAR

This is to inform you that the Third IQAC meeting is going to be held on January 9, 2017, Monday at 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minutes
2. Collection of Data for NIRF 2017.
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
1.	Dr.V.R. Rajendran	Chairperson
2.	Dr. Y.Abraham	Member - Sr.Administrative Officer
3.	Mr. B. Murugesan	Member - Sr.Administrative Officer
4.	Prof.Dr.R.S.Shanmugasundaram	Member - Sr.Administrative Officer
5.	Dr. A. Balasundaram	Member - Sr.Administrative Officer
6.	Dr.B.Jaykar	Member - Teacher
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 IQAC meeting of the Vinayaka Mission's University was conducted on 09.01.2017 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:

ItemNo. 1: Actions of Previous Meeting Minute.

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

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

Item No. 2: Collection of Data for NIRF 2017.

The Nodel officer for NIRF Dr. R.S. Shanmuga Sundaram, collected the details from all the constitution colleges for the University and Vinayaka Mission's Kirupananda Variyar Engineering College, Salem and Vinayaka Mission's College of Pharmacy, Salem and the apply for the NIRF 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.
3. Dr. P.Gnanasekar
IQAC Member
VMU – DU.
4. Prof.Dr.R.S.Shanmugasundaram
IQAC Member
VMU – DU.
5. Dr. A. Balasundaram
IQAC Member
VMU – DU.
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IQAC Member
VMKV Engineering College, Salem.

8. Dr.Jayapal

IQAC Member

VMKV Medical College, Salem.

9. Dr.A.Rajan Samuel

IQAC Member

Vinayaka Mission's College of Physiotherapy, Salem.

10.Dr.V.Selvanayagi

IQAC Member

Vinayaka Mission's College of Nursing, Salem.

11.Dr.A.Nagarajan

IQAC Member

Vinayaka Mission's Homoeopathy Medical College, Salem.

12. Dr.Aditya Pratap Singh

IQAC Member

Management Representative, Chennai

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

Date: 04.04.2017

CIRCULAR

This is to inform you that the Fourth IQAC meeting is going to be held on April 10, 2017, Monday at 10.00 AM. All the IQAC Members are requested to attend the meeting without fail.

AGENDA:

1. Actions of Previous Meeting Minutes.
2. Analyzing of mock inspection reports.
3. Fixing of dates for the final submission of datas 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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2.	Dr. Y.Abraham	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 Fourth IQAC meeting of the Vinayaka Mission's University was conducted on 10.04.2017 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 held on 09.01.2017 were discussed.

- a. As per the members suggestion and Vice Chancellor's institution, a workshop on Research Methodology was conducted on 20.02.2017 by Dr. Balasubramanian, Director Research, JSS University , Mysore
- b. The NIRF details for the University, Vinayaka Mission's Kirupananda Variyar Engineering College, Salem and Vinayaka Mission's College of Pharmacy, Salem were applied for the NIRF 2017.
- c. 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. Analyzing of mock inspection reports.

The Surprise mock inspection reports about the colleges were analyzed and the colleges those who are not maintained their files updation are advised to update their files immediately.

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 VMKV Engineering College and Vinayaka Mission's College of Pharmacy suggested applying for the NIRF 2018 in the name of University instead of individual Colleges.

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.
3. Dr. P.Gnanasekar
IQAC Member
VMU – DU.
4. Mr. B. Murugesan
IQAC Member
VMU – DU.

5. Dr. A. Balasundaram
IQAC Member
VMU – DU.
6. Dr.B.Jaykar
IQAC Member
Vinayaka Mission’s College of Pharmacy, Salem.
7. Dr.A.Nagappan
IQAC Member
VMKV Engineering College, Salem.
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IQAC Member
VMKV Medical College, Salem.
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Vinayaka Mission’s College of Physiotherapy, Salem.
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Vinayaka Mission’s College of Nursing, Salem.
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VMS Dental College, Salem.
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IQAC Member
Management Representative, Chennai.