

Minutes of the 25th Meeting of Internal Quality Assurance Cell Meeting of Faculty of Agriculture held on Tuesday 12th October 2021 at 1.30 pm via zoom platform.

Present in Zoom

Dr. S. Vasantharuba	Dean and Chairperson / IQAC
Senior Prof. G. Mikunthan	Senior Professor/Agricultural Biology
Prof. (Mrs).N. Gnanavelrajah	Coordinator/IQAC
Prof. (Mrs). S.Sivachandiran	Professor /Agronomy
Prof. G. Thirukkumaran	Professor/ Agricultural Biology
Dr. (Mrs). Pradheeban	Head/ Agronomy and Chairperson, FRC
Mr. K.Umashankar	Head/ Agricultural Economics
Mr. M. Prabhakaran	Head/Agricultural Engineering
Dr. K. Pakeerathan	Head/Agricultural Biology and Well-being Coordinator
Dr. (Mrs) .S. Piratheepan	Head/Animal Science
Dr. K. Sooriyakumar	Chairperson CDRMC
Dr. N. kannan	Representing Student Counselors
Mr. Y. Kesavan	Assistant Librarian

In Attendance

Miss. N. Kohini	AR/ Agriculture
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Absent

Mr. A. Uthayakumar	Representative/ R repository, Ag
Mr. K. Jeyavanan	Coordinator/GEEC
Dr. (Mrs.). S. Selvaskanthan	Representative/ Sports Advisory Committee
Mr. K. Venugoban	Representative/MIS Ag. and Web Committee

Sabbatical Leave

Prof. (Miss). J.Sinniah	Professor /Animal Science
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Medical Leave

Prof. (Mrs). T. Mikunthan	Professor /Agricultural Engineering
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IQAC AG/ 25/01- Preliminary

The coordinator welcomed the members and introduced the Management Assistant/IQAC who attended the Internal Quality Assurance Cell meeting.

IQAC AG/ 25/02- Confirmation of the Minutes

The minutes of the 24th meeting of the Internal Quality Assurance held on 12th October 2021 was confirmed with the following corrections.

Page No	Item
04	delete IQAC/24/8

IQAC AG/ 25/03a Progress reporting of activities of Action Plan 2021 up to 3rd Quarter (Summary).

Goal 1: Enhancing Quality and Relevance of All Academic Programs to Achieve International Recognition in Higher Education

Among the 19 activities/sub activities proposed, all, except two given below have been completed.

1.3.7 – Incorporating SKQF and SBS in curriculum revision will be recorded in CC minutes

1.3.14 - Lesson plan in hourly basis indicating delivery methods and notional hours will be prepared and communicated to students at beginning of semester for revised curriculum

Goal 2 of University Corporate Plan: Increasing number of Globally Employable Graduates

Among the 09 activities proposed except the following 3, others are progressing/ completed.

2.2. Strategies will be developed especially in teaching learning and evaluation to accommodate differently abled students.

2.3 Development of policy for assessment strategies of the courses

2.9. Issue of higher food price compared to other university canteens will be discussed with administration and find appropriate solution

Goal 3 of University Corporate Plan: Enhancing good Governance through effective and efficient management of resources and systems.

Discuss about the Canteen food quality and food prize

Goal 4 of University Corporate Plan: Ensuring the Physical & Human Resources to offer a Conducive teaching and Learning Environment

- 4.2. Develop human resource development policy
- 4.4. Action will be taken to strengthen medical facilities by ensuring service of medical officers five days per week.
- 4.5. Discuss about visiting Doctor and Students medical.

Goal-05: Dissemination of Knowledge for regional and National Development

The proposed two activities did not have progress

- 5.2. Signing of MOA with industries
- 5.4. Encourage staff and students to be involved in the community projects/activities.

IQAC AG/ 25/03b-Reporting of chairpersons of sub-committees

- a) IQAC AG/25/03/i- Curriculum development and evaluation committee- Curriculum development and evaluation committee prepared TORs.
- b) IQAC AG/25/03/ii- Faculty research committee- Faculty research committee and Chairperson, prepared TORs.
- c) IQAC AG/25/03/iii-We-be cell-Nothing was reported due to the pandemic situation.
- d) IQAC AG/25/03/iv-Committee on student mentoring-There were no update due to the pandemic Situation. Prof. Thirukkumaran agreed to develop TOR for Mentoring process
- e) IQAC AG/25/03/v- MIS and IT committee
- f) IQAC AG/24/05/vi-University -industry business linkage and intellectual property .
- g) IQAC AG/25/03/vii- Other committees and activities: Committee to prepare online examination guideline- The online examination modification in process.

IQAC AG/25/03c Preparation of script for video clip for the faculty

Mr K Umashankar reported that he had already initiated discussion with Dr Raguram Senior Lecturer, Media Studies, regarding the script for a video clip of the Faculty of Agriculture. He further requested to nominate one staff from each department to assist the process. accordingly following members were nominated.

Agricultural Animal Science	Mr.S.Ananth Kumar / Lecturer
Agricultural Engineering	Dr. N. Kannan
Agricultural Chemistry	Prof. (Mrs).N. Gnanavelrajah
Agricultural Economics	Mr.K.Umashankar/ Senior Lecturer
Agricultural Agronomy	Mr.K.Jeyavanan / Senior Lecturer
Agricultural Biology	Prof.Mr.G.Mikunthan
Unit	Dr.S Vasantharuba / Dean
Library	Mr.Y.Kesavan / Assistant Librarian

IQAC AG/ 25/03d- Progress score card of IQAC /Agriculture

Templates to report the progress at the end of each semester, by the Heads of Departments regarding following activities were circulated:

- lesson plan of each course
- Student feedback
- Peer evaluation
- Moderation reports
- Second examiner's report
- Postgraduate degrees of staff
- workshops attended by staff

Coordinator IQAC discussed the progress score card of IQAC and marking of scores for the Third Quarter 2021.

IQAC AG/ 25/04- TORS Prepared by Chairpersons of committees

IQAC AG/25/4 i.CDRMC

IQAC AG/25/4 ii. FRC

IQAC AG/25/4 iii. Mentoring Program.

IQAC AG/ 25/05 Trainings to improve Quality of teaching learning and assessment

The meeting ended at 2.30 pm.

AR/Agriculture