

**B.S.ABDUR RAHMAN
UNIVERSITY**

B.S.ABDUR RAHMAN INSTITUTE OF SCIENCE & TECHNOLOGY
(Estd.u/s 3 of the UGC Act, 1956)



Action Taken Report on

Minutes of

INTERNAL QUALITY ASSURANCE CELL

(IQAC) Meeting

held on

03.09.2014, 2.30 p.m.

at

**Seminar Hall – III,
Convention Centre,
BSAU**



It was also resolved to appoint faculty by invitation from reputed institutions in India and abroad.

- **Create additional positions especially in humanities & sciences and start relevant and need based courses in these areas**

The following science and humanities courses were included as a core course in the curriculum of all B.Tech. programmes of our University.

- ✓ Sociology, Ethics and Human Values
- ✓ Biology for Engineers
- ✓ Law for Engineers
- ✓ Introduction to Economics

It was resolved to offer UG and PG programmes like M.Sc. Physics, M.Sc. Electronics, M.Sc. Material Science, B.Com. BBA, etc.

- **Keep pace with modern technological and scientific advancement**

It was resolved to utilize the newer technology for teaching, learning process like animation, simulation, etc. It was also decided to enhance the utilization of ICT facilities, Smart boards, etc.

- **Prioritize International research collaborations**

It was resolved to review the functioning of MoUs signed with foreign and Indian institutions and activate the research collaborations and other tasks envisaged in the MoU.

Noted. Efforts initiated to start new programmes from the Academic Year 2015-16.

Noted. Efforts initiated to purchase 50 numbers of LCD projectors and to provide smart board in Seminar Halls of Engineering departments.

Noted. Director (International Collaboration) initiated work in this regard. Respective HODs /Deans were informed to review the status and functioning of existing MoU's.



<ul style="list-style-type: none"> <p>• Introduce Pedagogic reforms to encourage more creativity among new generation of faculty members</p> <p>It was resolved to introduce pedagogy reforms through Faculty Training Academy (FTA) of B.S. Abdur Rahman University. Further, pedagogy reforms like role play, case studies, thrust area based quiz programme, industry standard experiments, etc. will be given priority to enhance teaching learning process.</p> <p>It was resolved to conduct more workshops and training programmes to introduce pedagogy reform through FTA of BSAU.</p> <p>• Generate more funds from different agencies for the requirements</p> <p>It was decided to encourage faculty members to submit project proposals funded by various agencies. Further, it was decided to encourage submission of inter-disciplinary projects.</p> <p>• Procure and ensure proper use of state-of-the-art instruments / facilities</p> <p>It was resolved to utilize all state-of-the-art instruments and other facilities available in all the departments as a common facility for all the departments in the Institution. For the effective utilization of the equipment, it was resolved to recruit skilled Technicians to operate and</p> 	<p>Noted. To inculcate new teaching pedagogies, FTA organized two programs in the Odd Semester 2014-15.</p> <p>Noted. Faculty members were encouraged to submit core / inter-disciplinary funded project proposals.</p> <p>Many proposals were submitted to the various funding agencies viz. SERB, DBT, CSIR, ICMR, UGC-DAE CSR, DRDO, AYUSH etc. during the ODD semester 2014-15.</p> <p>Noted.</p>
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<p>maintain the equipment.</p> <ul style="list-style-type: none"> Facilitate more number of teachers to participate in National and International seminars and conferences <p>It was resolved to motivate the faculty members to participate and present research work in National and International conferences, obtaining travel grants from funding agencies and from the University grants.</p> Enhance the Quality of Research including publications in refereed journals and institutionalizing consultancy and collaborative activities <p>It was decided to enhance the activities of the Centre for Research and Consultancy to target more funded projects both from Government Agencies and R&D centre's of industries to promote research in cutting edge areas.</p> <p>It was resolved to concentrate more on collaborative research, joint publications and joint research proposals both within the country and abroad. It was further resolved to enhance the activities of all the MoUs signed by the University through the respective department. Further, it was decided that the faculty members already recruited and who do not possess Ph.D. degree should register for Ph.D. immediately to enhance the research culture.</p> Establish some Centres of Excellence <p>It was resolved to enhance the functioning of "Centre for Energy Research Studies" of B.S. Abdur Rahman University. It was decided to constitute a committee to identify core groups in the areas of energy, polymer research, Electronics & Communication, Computer Science &</p> 	<p>Noted. HODs and School Deans were informed to motivate the faculty members to attend National / International conferences by obtaining travel grant from funding agencies.</p> <p>Noted.</p> <p>Noted. HODs and School Deans motivated the faculty members without Ph.D. to register for the same during the upcoming Ph.D. admission.</p> <p>Noted. Efforts initiated and core research groups to work on contemporary research areas were identified by various departments.</p>
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	<p>Application Development, Mechatronics, Robotics, Civil Engineering and Life Sciences so as to carryout interdisciplinary research.</p> <ul style="list-style-type: none"> Attract foreign students It was decided to get approval from Chairman, Board of Management to give more importance for admitting students from other countries. It was decided to create infrastructure facilities like hostel, etc. to suit the requirements of foreign nationals. 	Noted.
2	<p>Value Added Programme It was decided to launch all value added programmes approved for the different departments from 1st October 2014.</p>	Noted. Many value added programmes were organized during the ODD semester 2014-15.
3	<p>Establishment of a Centre for Innovation, Incubation & Training (CIIT) Vice chancellor informed that, if Innovation and Incubation are professionally facilitated though training and guidance, some of the projects and patents can even spin off into industry through effective entrepreneurship models. This Centre will also utilize the services of Government Organizations, Industries, Laboratories and other the voluntary organizations to promote entrepreneurship. The Centre shall also invite projects of challenge from industries for development by the various engineering and sciences disciplines of the University. Hence, it was resolved to establish Centre for Incubation, Innovation & Training (CIIT) in B.S.Abdur Rahman University. The concept can be split into two centres and concept paper be prepared for discussion.</p>	Noted. Efforts initiated.



<p>4</p>	<p>Root-cause analysis for the poor performance in Semester End Exams Vice Chancellor informed that all HODs / Deans should analyze the root cause of the poor performance of the students to improve the outcome of the Teaching / Learning process. Students and their parents are to be informed about their academic performance and attendance. Dr. V. Sankaranarayanan, Director (Univ. Proj) suggested in his letter to IQAC, that all the students should be informed after each Continuous Assessment Test so that remedial action can be taken against those students who performed poor in the Continuous Assessment Test (CAT). It was resolved to arrange SMS facility to give information regarding the performance of all students immediately after Continuous Assessment Tests I, II and III to their parents. Vice Chancellor suggested some honorarium to the Class Advisors who are engaged in giving SMS, to cover up the cost and extra efforts.</p>	<p>Noted. HODs / School Deans were informed to meticulously analyze the results at the end of every semester and come out with courses for which root cause analysis has to be conducted based on the result performance as compared to normally expected result. SMS was sent to parents at the end of CAT I and CAT II examination indicating percentage of attendance during the period of study and marks scored by the student in the CAT in various courses. An exclusive in-charge was nominated to monitor the sending of SMS to parents in time after the CAT.</p>
<p>5</p>	<p>Enhancement of Teaching, Learning process It was resolved to enhance the utilization of e-resources by the staff members. It was decided to modify the outcomes of each course suitably as per the syllabus framed. The process of teaching method for theory and lab courses are to be changed as per the outcome mentioned in the syllabus. Vice Chancellor informed Dr. Abdul Majeed, HOD, Polymer and library-in charge to arrange workshop for the proper utilization of learning resources available in the library by all staff members. Vice Chancellor also suggested to develop a broad Question Bank for each course covering the entire syllabus utilizing the services of internal faculty and outside experts. Dr. V.M. Periasamy, Pro Vice</p>	<p>Noted. Efforts initiated.</p>



	Chancellor is nominated as Chairman for developing the question bank for all courses offered in the University.	
6	<p>Progress of NBA activities</p> <p>Dr. V.M. Periasamy, Pro-vice Chancellor gave the detailed information about the progress of submission of self assessment report to NBA. As per the directions of our Vice Chancellor, various activities in connection with the NBA Accreditation of our Post Graduate Programmes were initiated. Based on the guidelines and norms of NBA Accreditation, the relevant details for the following five PG programmes were uploaded in the website of NBA in first phase of accreditation.</p> <ul style="list-style-type: none"> <input type="checkbox"/> M.Tech. (Structural Engineering) <input type="checkbox"/> M.Tech. (Manufacturing Engineering) <input type="checkbox"/> M.Tech. (Power System Engineering) <input type="checkbox"/> M.Tech. (Computer Science Engineering) <input type="checkbox"/> M.Tech. (Communication System) <p>The processing fee of Rs. 14,60,680/- were paid and subsequently e-Self Assessment Report of the above mentioned programmes were successfully uploaded in the NBA website and awaiting the dates for the expert team's visit.</p> <p>Following is the list of second batch of PG programmes identified for NBA Accreditation by our university.</p> <ul style="list-style-type: none"> <input type="checkbox"/> M.Tech. (Construction Engineering & Project Management) <input type="checkbox"/> M.Tech. (CAD - CAM) <input type="checkbox"/> M.Tech. (Power Electronics & Drives) <input type="checkbox"/> M.Tech. (VLSI & Embedded Systems) <input type="checkbox"/> M.Tech. (Information Technology) <p>The processing fee of Rs. 14,60,680/- is already paid and the final copy</p>	Noted.



	<p>of the e-SAR is also kept ready for uploading into the e-NBA website. Once the NBA allows to upload, the e-SAR of these five programmes will be uploaded.</p> <p>For the third batch of PG programmes identified for NBA Accreditation, the core committee is scrutinizing the Self Assessment Report's of the following four PG Programmes.</p> <ul style="list-style-type: none"> <input type="checkbox"/> M.Tech. (Electronics & Instrumentation)\ <input type="checkbox"/> M.Tech. (Software Engineering) <input type="checkbox"/> MBA <input type="checkbox"/> MCA <p>Once the second batch of e-SAR is uploaded in the e-NBA website, the fee for the third batch will be paid and subsequently, the SAR's will be uploaded</p>	
7	<p>Any other matter</p> <p>Vice chancellor informed about the benefits of registering Ph.D. by the staff members of the University. He also requested the HODs / Deans to inform those staff members who have not registered for Ph.D so far to register at the earliest. Otherwise their services cannot be continued in B.S.A.U.</p>	Noted.

Dr. T.R. RANGASWAMY
Dean, Academic Affairs
Co-ordinator, IQAC