

Minutes of the first IQAC Meeting held in physical and online mode through google meet link
<https://meet.google.com/ojc-cpoj-wza> on 14.02.2023

The following IQAC members attended the meeting:

1. Prof. Sibnath Deb
Director
RGNIYD Sriperumbudur
2. Prof. Vasanthi Rajendran
Head, CTO&CB / CNIC
RGNIYD Sriperumbudur
3. Prof. Basant Kumar Tiwary
Department of Bioinformatics
Dean (Research), Pondicherry University
4. Dr. Sharmistha Bhattacharjee
Associate Professor & Head
Department of Sociology
RGNIYD Sriperumbudur
5. Dr. P. Thiyagarajan
Associate Professor & Head
Department of Computer Science (Cyber Security)
RGNIYD Sriperumbudur
6. Dr. S. Lalitha
Assistant Professor
Department of Social Work
RGNIYD Sriperumbudur
7. Dr. Kaustuv Chakraborti
Assistant Professor & Head (i/c)
Department of English
RGNIYD Sriperumbudur
8. Shri. G. Aurobind
Assistant Professor & Head (i/c)
Department of Computer Science (Data Science)
RGNIYD Sriperumbudur
9. Shri. N. Aghilan
Assistant Registrar (Admin)
RGNIYD Sriperumbudur
10. Shri. Asish (Attended Online)
Student Representative (Alumni)
RGNIYD Sriperumbudur
11. Ms. Srimathi
Department of Computer Science (Data Science)
Student Representative
RGNIYD Sriperumbudur

IQAC Coordinator Prof.Vasanthi Rajendran,Head CTO&CB /CNIC RGNIYD welcomed the IQAC members and thanked them for their participation in the first IQAC meeting to discuss crucial issues like, feedback of the students on the courses and faculty, preparation of Annual Quality Assurance Report (AQAR) etc. She then invited the members to give their suggestions to improve the current student feedback format.

The Committee extensively examined the existing feedback form and recommended certain modifications in the faculty feedback and added a section with set of questions for the course feedback. Copy of the modified student feedback format is enclosed.

The Committee recommends the following:

- To automate the feedback (Course & Faculty) through student's portal by the IT Section, RGNIYD.
- The feedback (Course & Faculty) submission should be made mandatory for students for getting their hall ticket for each semester before their end semester examination. No due should be taken from the students before the final semester examination.
- The feedback and the hall ticket can be linked in the intranet such that only after submission of feedback the hall ticket shall be enabled.
- The students should be oriented on filling the feedback form.
- The feedback (Faculty) should be shared every semester with the individual faculty with at most confidentiality by the Coordinator of IQAC
- The feedback (Course) should be shared every semester with the Heads of the Departments and the concerned faculty who is handling the subjects by the Coordinator of IQAC.
- Apart from the Coordinator of IQAC, a 3-member Committee comprising Dr Sharmistha Bhattacharjee, Associate Professor & Head Department of Sociology, Dr.P.Thiyagarajan, Associate Professor & Head, Department of Computer Science (Cyber Security) and Dr. Kaustuv Chakraborti , Assistant Professor & Head i/c, Department of English is constituted by IQAC for ensuring the sharing of collected feedback to faculty members.
- The Committee took a note of the percentage of the feedback collected last semester and strongly recommended to improve the same as it is crucial for approaching NAAC by adopting appropriate steps.
- The feedback collected should not be taken into consideration for faculty promotion.
- The AQAR form should be automated in Intranet with the prescribed format by the NAAC through IT section, RGNIYD.

- The AQAR form should be automated in Intranet with the prescribed format by the NAAC through IT section, RGNIYD.
- Smart Class boards should be installed in all the classrooms.

The meeting ended with the IQAC Coordinator thanking all the members for their valuable suggestions for enhancing the quality of academic and administration performance of RGNIYD.

Srf
15/02/23

Ms. Srimathi
Student Representative
Member

Email/On line approval

Shri. Asish
Alumni Representative
Member

N. Aghilan

Shri. N. Aghilan
Administration
Member

G. Aurobind
15/02/23

Shri. G. Aurobind
Member

K
15/02/23

Dr. Kaustuv Chakraborti
Member

(On leave)

Dr. S. Lalitha
Member

P. Thiyagarajan
15/02/23

Dr. P. Thiyagarajan
Member

Sharmistha
15/02/2023

Dr. Sharmistha
Bhattacharjee
Member

E-mail approval.

Prof. Basant Kumar Tiwary
Member

Vasanthi

Prof. Vasanthi Rajendran
Coordinator

Sibnath Deb
Prof. Sibnath Deb
Chairperson

*May be uploaded
on the website.*