

**Internal Quality Assurance Cell (IQAC)-National Assessment and Accreditation Council (NAAC) - Minutes of Meeting**

**A. VENUE**

- Mini conference Hall, NIEPMD.

**B. DATE and TIME**

- 14/12/2021 at 3.30 PM

**C. Members present**

1. **Shri.S.Sankarara Narayanan (Chairperson)**
2. Smt.S.Rajesh
3. Shri. Samuel Dinakaran
4. Dr.D.Revathi
5. Shri.Rafiq
6. Dr.Powlin
7. Shri.P. Kalaivani
8. Shri.Prakash sahoor
9. Dr.B.Amutha,
10. **Dr.K.Balabaskar (Member Secretary)**

**D. AGENDA**

Chairperson of the Committee welcomed all the members for the IQAC meeting. The following are the agenda discussed.

- To procedure to fill AQAR Formats
  - Uploading documents on website
  - Others
- The Chairperson and Member Secretary of the Committee discussed about the current status completed in AQAR formats and the need for quality of assessment in NIEPMD. Staff members from all units and departments (HRD and Admin) to be involved in order to ensure the quality assurance for assessment and accreditation

**E. Following points were discussed in the meeting held on 14.12.2021.**

- **Criteria I ; Curriculum Aspects**
- Faculties of NIEPMD, representing as members in various academic activities of other universities to record the same in NAAC portal.
- **Criteria III; Research, Innovation and Extension**
- PG Scholars projects to be included in NAAC research.
  - All CRE Programme to include links for upload in NIEPMD website and link to be specified in the respective column.
- **Criteria IV; Infrastructure and Learning Resources**
- The class room Wi-Fi access to be facilitated.
- **Criteria V; Faculty Empowerment strategies**
- Faculty attending workshop/seminars to record in monthly report.



➤ **Criteria VII; Institutional values and Best practices**

- Gender sensitisation programme for non teaching staff to be scheduled periodically and documented accordingly.

➤ **Others**

- Staff to access NAAC portal using separate login
- Alumni may utilise their participation in the Institution program and a separate domain to be created.
- Each department to utilise the services of the Alumni to obtain feedback from them, so as to develop standards for improvement periodically.
- Departments are required to complete and submit the prescribed format for AQAR by 17<sup>th</sup> of December 2021.
- AQAR details to be uploaded in the NAC website by the end of the December 2021.

Sr. Consultant (R&D)

Lecturer- AIL/  
Member Secretary (IQAC-NAAC)

Deputy Registrar (Admin)/  
Chairperson (IQAC-NAAC)