

## **Tamil Nadu Physical Education and Sports University, Chennai**

### **Minutes of the First IQAC Meeting**

The first meeting of IQAC for the academic year 2018-2019 was held on 21/08/2018 at 11.00 am in the Syndicate Hall of the University. The following members were present:

#### **Members Present:**

1. Dr. Sheila Stephen, Vice Chancellor, TNPESU
2. Dr. T. Radhakrishnan, Registrar, TNPESU
3. Dr. C. Arumugam, Controller of Examination, TNPESU
4. Finance Officer, TNPESU
5. Dr. D. Sathiakumar, Director, SDE, TNPESU
6. Dr. (Mrs.) Grace Helina, Prof & Head, Department of Exercise and Physiology and Biomechanics, TNPESU
7. Dr. S.Thirumalai Kumar, Coordinator- NAAC, & Professor and Head, Dept. of Physical Education, TNPESU.
8. Dr. R.Ramakrishnan, Professor, Department of Sports Technology, TNPESU
9. Dr. Shahin Ahmed , IQAC Director , & Professor and Head, Dept. of Sports Management and Sports Psychology & Sociology, TNPESU
10. Dr. Selvalakshmi, Assistant Professor and Head i/c, Department of Yoga, TNPESU
11. Ms. Vidhya Ravikumar, Ph. D Research Scholar, Department of Sports Management and Sports Psychology & Sociology, TNPESU
12. Mr. A. Sridharan, PhD Scholar, Department of Physical Education, TNPESU.

#### **Member In-absentia:**

1. Dr. R.Subramanian, Professor and Head, Dept. of Sports Coaching, TNPESU.
2. Dr. V. Mangaiyarkarasi, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
3. Dr. Prem Kumar, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
4. Dr. P. Rajini Kumar, Assistant Professor, Department of Exercise Physiology and Biomechanics, TNPESU

5. Dr. K. Rajeshkumar, Assistant Professor, Department of Physical Education, TNPESU
6. Dr. George Abraham, Principal, YMCA College of Physical Education .
7. Mr. S. Raman, Former International Table Tennis Player (Arjuna Awardee)
8. Mr. SatishBabu, Alumni, Department of Sports Biomechanics, TNPESU, Physiotherapist, CLRI
9. Dr. Hamsraj, Sports Physiotherapist
10. PWD Tehnical Executive Engineer
11. Member from SDAT
12. Member from School Education

### ***Agenda***

1. *Staffs to concentrate on publishing papers and research projects*
2. *To improve of Teaching Learning resources and industrialist involvement*
3. *Alumni Associations to be made more functional*
4. *Initiation to Develop/purchase Feedback System software*
5. *Initiation of proposals for new programs*
6. *PROJECT PROPOSALS discussion meeting*

The meeting was presided by Dr. Sheila Stephen, Vice-Chancellor and asked the Director - IQAC to present the agenda for the meeting. Dr. Shahin Ahmed, Director-IQAC presented the agendas for the meeting and explained the each agenda to the members for discussion and also exhibited a tentative plan of action to be executed.

### **Agenda No.1: Action Taken Report**

Dr. ShahinAhmed , Director, IQAC presented the action taken report on the minutes of the previous meeting and reported the pending issues.

Sl. No	Action Taken
1	The academic and administrative auditing was conducted for 3 days in March 2018.
2	Fresher's orientation program was organised in two phases on 18.7.2018 and 21.8.2018
3	In charge of Special Vehicle (SPV), Government E- Market place addressed the teaching and non-teaching staff on procurement/purchase procedures on 20.7.2018

4	Interstate and Inter University Tournaments were conducted on various games – Basketball, Hockey, Football
5	Environmental awareness programs such as Plastic ban signature campaign, world nutrition week, Tree plantation program, Campus cleaning activities, Blood donation, Medical camps, etc. Have been organised by various departments and Unit of the University in association with IQAC
6	CBCS System for UG and PG courses was implemented from the academic year 2018-19 onwards
7	8 Lakhs was sanctioned towards the installation of Solar panel in the campus and the work is in progress.
8	Approached the Transport Secretary and requested for additional MTC Bus service to the University campus route.
9	Repair works were executed and sum of 4 Lakhs was approved by the Finance committee and syndicate to accomplish the task of enhancing computer centre and also an amount released for Kalaripayattu and to establish Pedagogy Lab.
10	Guest Lecturers were appointed to balance the work load until communication received from the Government's office
11	Initiated the establishment of temporary ATM centre and for the permanent structure, discussed with the PWD persons to undertake the work.

#### **Agenda No.2:Staff to concentrate on publishing papers and research projects**

The Vice-Chancellor Dr. Shiela Stephen, stressed the faculty members the need to publish papers and to involve in funding projects.

*It was resolved to approve the same.*

#### **Agenda No.3: To improve of Teaching Learning resources and industrialist involvement**

Dr. ThirumalaiKumar, Coordinator, NAAC highlighted the importance of improving the teaching learning resources and urged the members to get involved with other organisations and institutions by getting into Memorandum of Understanding.

*It was resolved to approve the same.*

#### **Agenda No.4: Project Proposals**

The Vice Chancellor Dr. Sheila Stephen encouraged the faculty members to involve in new projects and proposed a committee for motivating he faculty members.

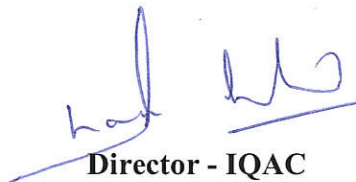
*It was resolved to approve the same.*

**Agenda No.5: Initiation of proposals for new programs**

Dr. Radhakrishnan, Registrar urged the Heads of the Departments to start new programs in their respective disciplines.

*It was resolved to approve the same.*

At the end of the discussion, the Vice-Chancellor gave the concluding remarks and vote of thanks was proposed by Dr. Shahin Ahmed, Director- IQAC & Professor, Dept. of Sports Management and Sports Psychology and Sociology, TNPESU.

  
Director - IQAC



## **Tamil Nadu Physical Education and Sports University, Chennai**

### **Minutes of the Second IQAC Meeting**

The second meeting of IQAC for the academic year 2018-2019 was held on 29/11/2018 at 11.00 am in the Syndicate Hall of the University. The following members were present:

#### **Members Present:**

1. Dr. Sheila Stephen, Vice Chancellor, TNPESU
2. Thiru Dheeraj Kumar, IAS, Principle Secretary to Government, Youth Welfare and Sports Development Department
3. Dr. T. Radhakrishnan, Registrar, TNPESU
4. Dr. C. Arumugam, Controller of Examination, TNPESU
5. Dr. R.Subramanian, Professor and Head, Dept. of Sports Coaching, TNPESU
6. Thiru N. Saravanan, Finance Officer, TNPESU
7. Dr. D. Sathiakumar, Director, SDE, TNPESU
8. Dr. (Mrs.) Grace Helina, Prof & Head, Department of Exercise and Physiology and Biomechanics, TNPESU
9. Dr. S.Thirumalai Kumar, Coordinator- NAAC, & Professor and Head, Dept. of Physical Education, TNPESU.
10. Dr. V. Mangaiyarkarasi, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
11. Dr. R.Ramakrishnan, Professor, Department of Sports Technology, TNPESU
12. Dr. ShahinAhmed , IQAC Director , & Professor and Head, Dept. of Sports Management and Sports Psychology & Sociology, TNPESU
13. Dr. Selvalakshmi, Assistant Professor, Department of Yoga, TNPESU.
14. Dr. Prem Kumar, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
15. Dr. P. Rajini Kumar, Assistant Professor, Department of Exercise Physiology and Biomechanics, TNPESU
16. Dr. K. Rajeshkumar, Assistant Professor, Department of Physical Education, TNPESU

#### **Member In-absentia:**

1. Dr. George Abraham, Principal, YMCA College of Physical Education .
2. Mr. S. Raman, Former International Table Tennis Player (Arjuna Awardee)
3. Mr. SatishBabu, Alumni, Department of Sports Biomechanics, TNPESU; Physiotherapist, CLRI

5. PWD Tehnical Executive Engineer
6. Member from SDAT
7. Member from School Education

**Agenda:**

1. *Action Taken Report*
2. *Formation of 7 teams with leaders to work and prepare documentation based on NAAC 7 Criteria*
3. *Invitation of experts for consultation in the preparation of NAAC document.*
4. *Inauguration of Alumni association, Conducting Alumni Talk and fund transferring to Alumni account*
5. *Conducting Alumni Talk*
6. *Solar Energy System and TEDA procedures*
7. *Establishment of permanent ATM centre in campus*
8. *Estimation of wifi facility*
9. *Extension of ICT lab*
10. *Filling up vacant position*
11. *Conduction of orientation program for outgoing students*

The meeting was presided by the Vice-Chancellor, Dr. Sheila Stephen, and asked Dr. Shahin Ahmed, Director-IQAC to present the agendas for the meeting and she explained each agenda and the tentative plan to be carried out to the members for discussion.

**Agenda No.1: Action Taken Report**

Dr. ShahinAhmed , Director, IQAC presented the action taken report on the minutes of the previous meeting and reported the pending issues.

1	Various Research papers have been published by the faculties and research scholars in International journals.
2	Initiation to visit Industries and MSMII/ICMR were done.
3	The Department Heads have been directed to propose New programs in their respective departments for UG and PG courses
4	A committee has been constituted with few faculty members for identifying the agencies that would grant financial assistance for the projects proposed by the faculty members.

**Agenda No.2: Formation of 7 teams with leaders to work and prepare documentation based on NAAC 7 Criteria**

Dr. Thirumalaikumar ,Co-ordinator NAAC proposed to the members that leaders have to be identified to collect the data for all the 7 criteria's.

*It was resolved to approve the same.*

**Agenda No. 3: Invitation of experts for consultation in the preparation of NAAC document.**

The Vice Chancellor Dr. Sheila Stephen, stated that experts have to be invited to throw light on the preparation of the document for all the 7 criteria's for the submission for NAAC.

*It was resolved to approve the same.*

**Agenda No. 4: Conducting Alumni Talk and fund transferring to Alumni account**

Thiru Dheeraj Kumar, IAS, Principal Secretary, Ministry of Sports and Youth Welfare emphasised on the role of the alumni in the institution, extending the alumni network by conducting alumni talk and the creation of alumni account and transferring the money to the account,

*It was resolved to approve the same.*

**Agenda No. 5 Solar Energy System and TEDA procedures**

Dr. Rajini Kumar, Asst . Professor, highlighted about the installation of solar energy system and the procedures to be followed to obtain TEDA ,

*It was resolved to approve the same.*

**Agenda No. 6: Establishment of permanent ATM centre in campus and Estimation of Wi-fi facility**

Dr. Nallavan, Asst. Professor and Estate Officer of the university threw light on the process of establishing the permanent ATM centre in the campus and making the campus wi-fi enabled.

*It was resolved to approve the same.*



**Agenda No. 7: Extension of ICT lab**

Dr. Thirumalaikumar ,Co-ordinator NAAC and the Professor and Head, Dept. Of Physical Education highlighted the importance of ICT laboratory to the students of physical education and others and the need to make the laboratory fully equipped with the computers and the air conditioners.

*It was resolved to approve the same.*

**Agenda No. 8: Conduction of orientation program for the outgoing students,**

Dr. Premkumar, Professor and Student Placement Coordinator stressed upon the conduction of an orientation program for the outgoing students, by inviting the recruiting companies to talk about the job opportunities and the requirements.

*It was resolved to approve the same.*

At the end of the discussion, the Vice-Chancellor gave the concluding remarks and vote of thanks was proposed by Dr. Shahin Ahmed, Director- IQAC & Professor, Dept. of Sports Management and Sports Psychology and Sociology, TNPESU.

  
Director - IQAC





## **Tamil Nadu Physical Education and Sports University, Chennai**

### **Minutes of the Third IQAC Meeting**

The third meeting of IQAC for the academic year 2018-2019 was held on 11/12/2018 at 11.00 am in the Syndicate Hall of the University. The following members were present:

#### **Members Present:**

1. Thiru Dheeraj Kumar, IAS, Principle Secretary to Government, Youth Welfare and Sports Development Department .
2. Dr. T. Radhakrishnan, Registrar, TNPESU
3. Dr. C. Arumugam, Controller of Examinations, TNPESU.
4. Finance Officer, TNPESU
5. Dr. D. Sathiakumar, Director, SDE, TNPESU
6. Dr. (Mrs.) Grace Helina, Prof & Head, Department of Exercise and Physiology and Biomechanics, TNPESU
7. Dr. S.Thirumalai Kumar, Coordinator- NAAC, & Professor and Head, Dept. of Physical Education, TNPESU.
8. Dr. R.Subramanian, Professor and Head, Dept. of Sports Coaching, TNPESU.
9. Dr. V. Managiyyarkarasi, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
10. Dr. R.Ramakrishnan, Professor, Department of Sports Technology, TNPESU
11. Dr. Shahin Ahmed , IQAC Director , & Professor and Head, Dept. of Sports Management and Sports Psychology & Sociology, TNPESU
12. Dr. Selvalakshmi, Assistant Professor and Head i/c, Department of Yoga, TNPESU
13. Dr. Prem Kumar, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
14. Dr. P. Rajini Kumar, Assistant Professor, Department of Exercise Physiology and Biomechanics, TNPESU
15. Dr. K. Rajeshkumar, Assistant Professor, Department of Physical Education, TNPESU

#### **Member In-absentia:**

1. Dr. George Abraham, Principal, YMCA College of Physical Education .
2. Mr. S. Raman, Former International Table Tennis Player (Arjuna Awardee)
3. Mr. SatishBabu, Alumni, Department of Sports Biomechanics, TNPESU, Physiotherapist, CLRI
4. Dr. Hamsraj, Sports Physiotherapist
5. PWD Tehnical Executive Engineer

6. Member from SDAT
7. Member from School Education

#### **Agenda**

1. *Requisition of full time Junior Assistant for the office of the IQAC and NAAC*
2. *Purchase of Office accessories for the office of the IQAC and NAAC*
3. *Conduction of faculty development program for the teaching faculty.*

The meeting was presided by Thiru Dheeraj Kumar I.A.S., Convener, Vice –Chancellor Convener's Committee of the University. The Convener welcomed the members and asked the Director - IQAC to present the agenda for the meeting. Dr. Shahin Ahmed, Director-IQAC presented the agendas for the meeting and explained each agenda to the members for discussion and also exhibited a tentative plan of action to be executed.

#### **Agenda No. 1 : Action Taken Report**

Dr. Shahin Ahmed , Director, IQAC presented the action taken report on the minutes of the previous meeting and reported the pending issues.

<b>Sl. No</b>	<b>Action Taken</b>
1	Based on NAAC criteria, 7 teams were formed with identified leaders to prepare documentation for submission
2	Experts from Institution like Alagappa University, Manonmanium Sundaram University were invited for discussion on preparation of the document
3	Inauguration of Alumni association “First Alumni Talk” was scheduled on 21.12.2018 for the benefit of the University students and the fund has been transferred to the alumni account.
4	<i>Solar Energy System work in progress and waiting for the TEDA procedures</i>
5	Indian Bank authorities are willing to construct permanent ATM centre near the campus on their own cost of expenditure. Concerned request ion letter was submitted Re-estimation of wi-fi work is in progress
6	19 new computers were received, installed for the staff member’s usage. Air conditioners facility was provided to the computer Lab. Repairing of work of few computer were in progress. Further purchase of Lab equipments were in progress too.

7	Work towards advertising for filling up vacant post is in process and was informed that advertisement will come to notice shortly.
8	'Edusports' company was willing to organise an orientation programme for outgoing students about their job opportunities, requirements and methods. 12 hours of programme was organised before their campus interview.

**Agenda No.2: Requisition of full time Junior Assistant for the IQAC office**

Dr. Shahin Ahmed, Director, IQAC highlighted the work to be carried out at the office of the IQAC and hence had requested a full time assistant for the office to execute the tasks.

*It was resolved to approve the same.*

**Agenda No. 3: Purchase of equipment for the office of IQAC and NAAC like printer to carryout routine work .**

Dr. Thirumalaikumar, Coordinator NAAC stressed that the office of the IQAC and NAAC has to be fully equipped with the office accessories such as w-fi enabled system, printer and other stationary items.

*It was resolved to approve the same.*

**Agenda No. 4: Conduction of Faculty Development Program in Statistics for the faculty members of the University.**

The Vice-Chancellor Dr. Sheila Stephen emphasised that faculty members should regularly undergo orientation and refresher course to equip themselves by updating with the current needs of the industry.

*It was resolved to approve the same.*

At the end of the discussion, the Principle Secretary to Government, Youth Welfare and Sports Development Department gave the concluding remarks and vote of thanks was proposed by Dr. Shahin Ahmed, Director- IQAC & Professor, Dept. of Sports Management and Sports Psychology and Sociology, TNPESU.



*[Signature]*  
Director - IQAC