

Tamil Nadu Physical Education and Sports University, Chennai

Minutes of the First IQAC Meeting

The first meeting of IQAC for the academic year 2019-2020 was held on 17/10/2019 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. V. Gopinath, Registrar, TNPESU
3. Dr. C. Arumugam, Controller of Examinations, TNPESU
4. Dr. D. Sathiakumar, Director, SDE, TNPESU
5. Dr. (Mrs.) Grace Helina, Prof & Head, Department of Exercise and Physiology and Biomechanics, TNPESU
6. Dr. S.Thirumalai Kumar, Coordinator- NAAC, & Professor and Head, Dept. of Physical Education, TNPESU.
7. Dr. V. Managiyarkarasi, Professor, Department of Sports Management and Sports Psychology and Sociology, 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. Dr. Prem Kumar, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
12. Dr. P. Rajini Kumar, Assistant Professor, Department of Exercise Physiology and Biomechanics, TNPESU
13. 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. *Action taken*
2. *Feedback Mentor/Mentee*
3. *Policy development*
4. *Sports Science academy*

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

Sl. No	Action Taken
1	IQAC Office has been provided with an assistant and encouraged the guest lecturers to assist and carry out the work effectively.
2	Office printers and other University means have been extended for usage. The purchase of equipments exclusively for IQAC office is in progress
3	A faculty development programme on SPSS Statistical Workshop for the staff members of the University was conducted on 5 th January, 2019. Further such programmes also have been discussed for conduction.

Agenda No. 2 : Submission of feedback forms with suitable mechanism

Dr. Anitha, Asst. Professor stated that feedback has to be collected from all the stake holders and statistically analysed to obtain effective results.

It was resolved to approve the same.

Agenda No.3: Mentor Mentee

Dr. Selvalakshmi, Asst. Professor and Head i/c Dept. Of Yoga, coordinator for mentor mentee stated that the allocation of students would be done to all the faculty members.

It was resolved to approve the same

Agenda No. 4 Policy development:

The Vice-Chancellor Dr. Sheila Stephen, stated that every institution has to be bounded by policies for various parameters and the need to develop them.

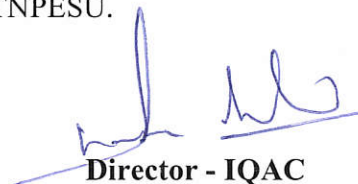
It was resolved to approve the same.

Agenda No.5 Sports Science academy

The Registrar, Dr. V. Gopinath elaborated on establishing of sports science academy in our premises and the benefits to the students.

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 2019-2020 was held on 06/02/2020 at 11.00 am in the Syndicate Hall of the University. The following members were present:

Members Present:

1. Dr. Sheila Stephen (Vice Chancellor)
2. Dr. V. Gopinath (Registrar)
3. Dr. C. Arumugam (Controller of Examinations)
4. Dr. D. Sathiakumar (Director, School of Distance Education)
5. Dr. S. Thirumalaikumar (Naac –Coordinator)
6. Dr. Grace Helina
7. Dr. R. Ramakrishnan
8. Dr. S. Premkumar
9. Dr. V. Manikandan
10. Dr. S. Selvalakshmi
11. Dr. Rajini Kumar
12. Dr. Rajesh Kumar
13. Finance Officer
14. PWD Technical Executive Engineer(Local Society)
15. Sports Manager, SDAT
16. Director i/c, School Education
17. Ms. Vidya Kumar (Student)
18. Mr. Satish Babu (Alumni)
19. Dr. George Abraham (Principal - YMCA)
20. Dr. Shahin Ahmed, Director , IQAC

Member In-absentia:

1. Dr. V. Managiyarkarasi, Professor, Department of Sports Management and Sports Psychology and Sociology, TNPESU
2. Mr. S. Raman, Former International Table Tennis Player (Arjuna Awardee)
3. Dr. Hamsraj, Sports Physiotherapist

Agenda:

1. *Action taken*
2. *Development /Purchase of Feedback System Software*
3. *Building Alumni Network online and off-line*

4. *Formulating policies*
5. *Identifying best practices*
6. *New Programs to be started*
7. *Massive Open Online Course to be initiated*
8. *Development of e-content*
9. *Green Audit to be launched*
10. *Updating of existing syllabus*
11. *Organization of Seminars/conferences by the School of Distance Education*
12. *Research Seed Money*

The gathering was welcomed by the Registrar, Dr. V. Gopinath and Special Address was given by the Vice-Chancellor, Dr. Sheila Stephen. She wanted the members to focus upon the development and emphasised on the need for transformation, quality enhancement and sustenance of the program. She said that the IQAC assures quality, and the institution would grow further, gaining the NAAC mandate which is needed for continual improvement. Dr. Thirumalaikumar presented the ground work being done in the preparation of IIQA and SSR., and requested the members to cooperate in the entire process that is to be completed by June 2020 with a NAAC score of 3.26 to run the courses in general/dual mode. Dr. Shahin Ahmed, Director-IQAC presented the agendas for the meeting and explained each agenda and the tentative plan to be carried out to the members for discussion.

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.

Sl. No	Action Taken
1	Feedback has been collected manually from all the stake holders.
2	The students have been allocated under different faculty members for mentor-mentee and suggested the methodology to all the faculty members for the execution of the task,
3	Various policies have been identified to be developed
4	Work in progress to establish sports academy

Agenda No.2: Development /Purchase of Feedback System Software

Feedback is an important part of the assessment process. It has a significant effect on student learning. Dr. Anitha, Asst. Professor in Statistics stated that the feedback is done manually and is cumbersome and time consuming, needed a software which can be systematic and

confidential. She recommended SRS (Software Requirement Software) package where the data can be fed online and relevant fields could be modified to meet the institutional needs.

It was resolved to approve the same.

Agenda No.3: Building Alumni Network online and off-line

Dr. K. Kannadasan, Asst Professor, and Secretary of Alumni Association stated that as Alumni are our most loyal supporters and our best ambassadors offering invaluable expertise to our students, to the institution and to each other, they sometimes serve as one of the biggest source for placement opportunities for the students, a functional alumni network ought to be established online and off-line. He also stated that lifetime membership would be offered to alumni and it is ready to receive their inputs for the further development of the institution.

It was resolved to approve the same

Agenda No.4: Formulating policies

The Vice-Chancellor stated that policies need to be identified and it has to be developed by the faculty members. About 56 policies were identified with regard to admission, research, purchase, welfare etc. and each department was suggested to give their inputs in this regard.

It was resolved to approve the same

Agenda No.5: Identifying best practices

Dr. Premkumar emphasised that every institution establishes their own best practices from their own area of expertise. He stressed that each department to develop suitable best practice, and suggested that practices related to health and fitness to be initiated in order to cultivate sports culture in the society.

It was resolved to approve the same

Agenda No.6: New Programs to be started

Dr. Thirumalaikumar, coordinator NAAC stated that there is a need to start new programs in UG and PG and other value added courses for the purpose of developing life skills and helping in job acquisition among students. As sports academies are coming up the students could get benefited by getting admissions. Dr. Ramakrishnan, mentioned about skill development programs in detail which included courses like entrepreneurship, event management, tailoring and many more. These courses would aim to provide self employability to our students.

It was resolved to approve the same

Agenda No.7: Massive Open Online Course to be initiated

Dr. Ramakrishnan elaborated about web-based platform which provides unlimited number of students worldwide with a chance of distance education with the best institutes in the world. He initiated the faculty members to be a part of the MOOC program, as it would enhance their knowledge base.

It was resolved to approve the same

Agenda No.8: Development of e-content

Dr. Grace Helina, encouraged the teachers to develop educational electronic content which would be suitable for use in various teaching and learning programs. She urged the faculty members to come out with a topic in their area of specialization.

It was resolved to approve the same

Agenda No.9: Green Audit to be launched

Dr. Grace Helina gave a brief overview of Green Audit and it needs to be conducted, the guidelines to be followed in setting up committees, green policies for the campus and sustainable programs like solar energy, sewage treatment plant, green cover etc to be undertaken, This program comes under the purview of IIT Council for which we need to seek the approval.

It was resolved to approve the same

Agenda No.10: Updating of existing syllabus

Dr. Shahin Ahmed stressed the Heads of the Departments to undergo revision of the existing syllabus to keep pace with the current need of the industry.

It was resolved to approve the same

Agenda No.11: Organization of Seminars/conferences by the School of Distance Education

Dr. Sathiakumar threw light on the importance of conducting seminars/conferences for the students of the School of Distance Education . He had come with a proposal of conducting an National Seminar in the third week of March 2020.

It was resolved to approve the same

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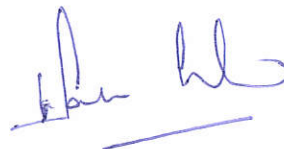
It was resolved to approve the same

Agenda No.12: Research Seed Money

The Vice-Chancellor briefed about the allocation of the budget for Research Seed Money, and also encouraged the department heads to explore valid research ideas and motivate the students to take up minor research projects to inculcate the research culture.

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

