



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University under Category 'A' by MHRD, Estd. u/s 3 of UGC Act 1956)

Re-accredited with 'A' Grade by NAAC. Recognised by UGC Under Section 12 B

Coimbatore - 641 043, Tamil Nadu, India

Minutes of the 27th Meeting of the Planning and Monitoring Board held on 08.09.2018 at 10.30 a.m.

Members present:

- 1. Dr. (Mrs.) Premavathy Vijayan**
Vice Chancellor - Chairman

- 2. Prof. (Ms.) Pratibha Sharma (UGC Nominee)**
School of Chemical Sciences
Devi Ahilya Vishwavidyalaya
Indore, Madhya Pradesh

- 3. Dr. Ram Ganesh, E.**
Professor, Head & Chair - School of Education
Department of Education Technology
Director (i/c) UGC Human Resource Development Centre
Director (i/c) College & Curriculum Development Cell
Bharathidasan University
Palkalaiperur, Tiruchirappalli 620 024

- 4. Dr. U. Jerinabi**
Dean, School of Commerce and Management
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

- 5. Dr. K.T. Geetha**
Dean, School of Arts & Social Sciences
Professor, Department of Economics
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

6. Dr. (Mrs.) K. Sivakamasundari

IQAC Co-ordinator
Professor, Department of Mathematics
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

8. Dr. (Mrs.) Shobhana Kokkadan

Professor, Department of Hindi
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

9. Dr. (Mrs.) A. Pankajam

Professor and HoD, Department of Business Administration
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

10. Mrs. Sandra Anandarajan

Associate Professor, Department of Home Science
Extension Education
Avinashilingam Institute for Home Science and Higher
Education for Women
Coimbatore 641 043

11. Dr. S. Kowsalya

Registrar – Secretary

The meeting started at 10.30 a.m. with prayer.

1. Vice Chancellor's Welcome Address

The Chairman of the Planning and Monitoring Board, Vice Chancellor Dr. (Mrs.) Premavathy Vijayan welcomed all the Planning and Monitoring Board members especially the UGC Nominee **Prof. (Ms.) Pratibha Sharma**, School of Chemical Sciences for accepting to be the representative of UGC for Planning and Monitoring Board of this Institute.

The Vice Chancellor presented the activities, achievements and celebrations carried out in the Institute from the date of last Planning and Monitoring Board. The members of the Planning and Monitoring Board congratulated the Institute and the Vice Chancellor for the achievements and development of the Institute through its various activities and programmes.

2. Confirmation of the minutes of the previous meeting of the Planning and Monitoring Board

The minutes of the previous meeting of the Planning and Monitoring Board held on **5.3.2017** had already been circulated to all the members of the Planning and Monitoring Board. Since no comments had been received, the minutes were confirmed.

3. Action taken on the minutes of the previous meeting of the Planning and Monitoring Board.

S.No.	Particulars	Action taken
3.1	12B Committee Visit and Recognition	Noted
3.2	Deemed University Review Committee Meeting and continuance of Status	Noted
3.3	Grants received	Noted
3.4	Introduction of Women's Studies programme	Noted
3.5	Construction of third gate Arch by Alumni	Noted
3.6	MoU's signed	Noted
3.7	Details of Funded Projects and Consultancy Projects	Noted

4.1. To consider and approve the academic handbook and calendar for the academic year 2018-2019

The Planning and Monitoring Board *considered and approved* the handbook and calendar for the academic year 2018-2019.

4.2. To consider the additional batches of programmes under self-financed mode during 2018-2019

Considering the demand for certain courses, the Institute started the following batches in addition to the existing courses in the second campus (Self-financed mode) from the academic year 2018-2019 & onwards:

- M.Sc. Mathematics
- B.Com.
- B.Com. C.A.
- B.Sc. Mathematics
- B.Sc. Psychology
- B.C.A. and
- B.A. English

The Planning and Monitoring Board **considered and approved** the above additional batches of programmes under self-financed mode which facilitated upward mobility.

Prof. (Ms.) Pratibha Sharma, School of Chemical Sciences enquired about the admission procedure.

The Registrar Dr. S. Kowsalya explained the mode of admission which is as per the Government regulations.

4.3. To consider the increase in Admission Intake Capacity

Considering the demand for the courses, the admission intake capacity has been increased for the following Undergraduate courses and overall increase of **5 seats for all the Postgraduate courses for the academic year 2018-2019:**

S.No.	Name of the Programme	No. of seats sanctioned	Proposed increase	Total
1	B.A. Economics	50	5	55
2	B.A. English	40	5	45
3	B.Sc. Interior Design and Resource Management	50	5	55
4	B.Sc. Food Service Management and Dietetics	50	5	55
5	B.Sc. Food Science and Nutrition	50	10	60
6	B.Sc. Textiles & Apparel Designing	50	5	55
7	B.Sc. Human Development	40	5	45
8	B.Sc. Rural Development and Sociology	40	5	45
9	B.Sc. Physics	50	5	55
10	B.Sc. Mathematics	50	10	60
11	B.Sc. Chemistry	50	5	55
12	B.Sc. Zoology	50	5	55
13	B.Sc. Botany	50	5	55
14	B.Sc. Computer Science	50	10	60
15	B.Sc. Psychology	50	5	55
16	B.Com.	50	10	60
17	B.Com. Professional Accounting	50	10	60
18	B.Sc. Biochemistry and Biotechnology	50	10	60
19	B.Sc. Special Education and Mathematics	30	10	40
20	B.Sc. Physical Education	30	5	35
21	B.B.A. Tourism	40	5	45
22	B.Sc. Visual Communication	30	5	35
Undergraduate Self-financed Programmes				
1	B.Sc. Information Technology	50	10	60
2	B.Com Computer Applications	60+60	-	120
3	B.Sc. Physician Assistant	40	10	50
4	B.A., English	50	-	50
5	B.Com.	60	-	60

6	B.Sc. Mathematics	50+50	-	100
7	B.C.A.	60+60	-	120
8	B.Sc. Psychology	50	-	50

The Planning and Monitoring Board members enquired about the demand ratio.

The Vice Chancellor explained the courses which are in demand like Commerce, English, Mathematics and Physician Assistant.

The Registrar explained that besides core papers additional Part IV Components are also offered.

Prof. (Ms.) Pratibha Sharma suggested the incorporation of Honours degree in different subjects.

Dr. Ram Ganesh explained how the courses should be in line with State Government regulations.

The Planning and Monitoring Board members **considered and approved** the increase in Admission Intake Capacity.

4.4. To consider the framed Programme Outcomes for all UG, PG and Research Programmes.

The programme outcomes for all UG, PG and Research Programmes are as follows:

UG Programme

Aim: Develop students with basic knowledge and skills

- Develop wide knowledge in their major and allied subjects necessary to qualify for the degree
- Acquire a rich basket of value added courses, co-curricular courses, soft skills and communication skills instilling self-confidence and moral values
- Evolve physically and spiritually through personality re-engineering programmes, with regular sports, gym and yoga activities.
- Demonstrate social responsibility through NCC/NSS activities in the campus and in the society
- Strengthen the higher order thinking skills and develop professionalism with the state of arts ICT facilities
- Qualify for higher education, government services, industry needs and start up units through continuous practice of preparatory examinations

PG Programme

Aim: Develop professionally competent and ethically responsible individuals

- Comprehend advanced knowledge in the core and specialization subjects with relevant practical inputs
- Gain inter-disciplinary, multi-disciplinary and professional competence as value additions
- Establish professional responsibility through mini projects, summer internship, major project, field trip/industrial visit and mentorship programmes
- Exhibit attitude, skills and knowledge of a well groomed personality in working and social environment
- Develop problem solving, decision-making and communication skills
- Explore research interest with creativity, advanced technology and sensitivity towards sustainable environment practices

M.Phil. Programme

Aim: Provide concrete base for doctoral programme

- Develop theoretical knowledge and ethical issues in research perspectives
- Contribute knowledge in the process of finding solutions to emerging challenges
- Ability to identify, formulate and design the research problem and apply appropriate tools and techniques to conduct original research
- Professionally communicate and interact with all stakeholders
- Critically review their research outcomes with the societal needs

Ph.D Programme

Aim: Prepare research scholars with constructive competencies

- Design, develop and conduct original research and funded projects with competence and independence
- Understand research ethics and ensure supreme quality of honesty and integrity in research and academics
- Demonstrate oral presentation and scientific writing skills
- Promote international collaborative research work, develop patents and copy rights thus generating systematic scientific acumen
- Develop the aptitude and attitude towards knowledge creation and knowledge dissemination for the benefit of the common society.

The Planning and Monitoring Board members *considered and approved* the above.

Dr. Ram Ganesh suggested to change in M.Phil. programme to “provide” concrete/base for doctoral programme and professional challenges and suggested the incorporation of NET/SLET coaching as part of curriculum and objective type question to be part of evaluation; Online training can be given to students.

5. Approval of appointment of Nodal Officer for AISHE, Avinashilingam Institute for Home Science and Higher Education for Women

In the place of Dr. Radha Devi, Associate Professor in Statistics who attained superannuation, **Dr. (Mrs.) K. Arockia Maraichelvi**, Associate Professor & HOD i/c, Department of Human Development is appointed as Nodal Officer for All India Survey on Higher Education (AISHE), an MHRD Initiative for the Avinashilingam Institute for Home Science and Higher Education for Women from 27.08.2018.

The Planning and Monitoring Board members **approved** the same.

6.1. Information on the construction of buildings

Sl.No	Name of work	Area in Sq.m	Cost in lakhs
A	Year 2016-17		
1	Supply and laying of vitrified tiles in class rooms and laboratories	14,137	150.0
B	Year 2017-18		
1	Thiruchitrambalam Auditorium Modification of flooring, false ceiling, wall paneling, professional sound system and LED lightings	1379	79.0
C	Year 2018-19		
1	Supply and fixing of 24Ft HVLS fan for Auditorium		
	Campus-I	1 No.	4.0
	Campus-II	3 Nos.	12.0
2	Providing acoustic false ceiling, wall paneling Professional sound system and lighting works for Ammaiappan Auditorium	2138	300.0
3	Construction of additional class rooms in the second floor of B.Ed block	1487	279.0
4	Construction of Gurumaharaj building for self finance courses class rooms	4275	1000.0
	Total		1824

This item was placed before the Planning and Monitoring Board for information.

The Planning and Monitoring Board *approved* the same.

6.2 Construction of new Building at Campus II

As per the parents' request and due to the heavy demand for admission, the new batches started last year have been extended under Self Financed programme as discussed in the Academic Council. Hence, new building with a total plinth area of 46,000 sq.ft. for self financed programmes has been constructed at Campus II which includes class rooms, laboratories, Seminar Hall and library hall. The building named **Sri Guru Maharaj** was inaugurated on **5th May, 2018**, by Swami Harishthananthar Maharaj Ji, Secretary, Sri Ramakrishna Mission Vidyalaya, Coimbatore.

The Planning and Monitoring Board members *noted* the information.

6.3. To consider and approve the proposed building for the year 2018-2019

Sl.No	Name of work	Area in Sq.m	Estimated Cost in lakhs
1	Modification of Vivekanandha Auditorium	615.5	182.0
2	Construction of Class rooms	738.8	222.0
3	Construction of Guest House	532.0	160.0
4	Construction of class rooms in the first floor of Thiruchitrambalam Auditorium	283.2	75.0
	Total		639.0

The Planning and Monitoring Board members *approved* the same.

Prof. (Ms.) Pratibha Sharma enquired on the resource mobilization and about RUSA.

The Vice Chancellor explained the same.

7. Communications received from UGC

7.1 Starting an elective course related to Swachha Bharat Abhiyan activities under Choice Based Credit System (CBCS) from the forthcoming summer session

UGC in its letter F.No. 9-10/2018(CPP-II) dated 23rd March, 2018 asked the Universities to start an elective course related to **Swachha Bharat Abhiyan activities** from the forthcoming summer session.

Accordingly, the Universities are requested to consider providing **an elective course** under CBCS **with two credits for 15 days (100 hours) Summer Internship.**

The University will implement/include the course as one of the Co-curricular course from the academic year 2018-2019 and onwards.

The Planning and Monitoring Board members *approved* the information

7.2 Information on SWAYAM's MOOCs Courses

UGC in its letter F. No. 1-8/2017 (SWAYAM Board) dated 1st May, 2018 stated as follows:

“SWAYAM is an indigenous platform of the Government of India, which hosts MOOCs (Massive Open Online Courses) to enable students to virtually attend the courses taught by the best faculty; access high quality reading resources; participate in discussion forums; take tests and earn credits as per the UGC Regulations, 2016. The SWAYAM announces the courses every semester in advance to enable the universities to choose the best courses for their students in the coming Semester.

The Consolidated list of MOOCs courses which are being offered in the academic session commenced in July, 2018, by the nine National Co-ordinators identified by Government of India from School to Higher Education level on SWAYAM, is available at <http://ugcmoocs.inflibnet.ac.in/courses.php>.

The University has already included MOOCs courses at Postgraduate level, for students admitted from the academic year 2017-2018 & onwards, and planning to adopt the MOOCs with additional credits through SWAYAM platform for the Undergraduate students admitted from the academic year 2018-2019 and onwards.

The Planning and Monitoring Board members *approved* the information.

Dr. Ram Ganesh asked the MOOC coordinators to take help from EDS Platform while preparing for MOOC content, website: eds.org.

8. Information about the Core Values of the Institute

The Institution has framed the following Core Values for the Institute:

Academic Excellence: Our Institution strives to meet the highest standard of excellence in virtual and ICT enabled teaching learning methodology, research, continuous in house and outbound Faculty Improvement Programmes; ensures continuous engagement in the scholarly activities in the pursuit of leveraging innovation, creativity and excellence. Brings up to date changes in academic activity to implement systems and navigate the functions to in order to meet the sustainable education standards and practices. Our research activities and outcomes continue to have global significance and meaningful impact.

Social Relevance and Women Empowerment: Promotes National Integration among the students through implementing the policies by means of NCC, NSS, CSS, Yoga, Sports and encourage students to be

participative in all intra and inter competitions and social awareness programmes. Imparts skill based education and learning in empowering women to venture into start up businesses, encourage women to hold leadership roles and facilitate in sourcing their dream career by extending relevant training and industry awareness programmes.

Accountability and Transparency: Issues in internal governance of the institution in terms of the processes connected with admissions, registration, examinations, evaluations, payment of fees and a host of other functions are addressed with close attention in ensuring quality and transparency. It promotes continuous improvement and take responsibility for professional growth and development of the students, staff and institute, by e-governance and digitalization where its use, make all the stake holders of the institute to work at ease.

Diversity & Inclusion: Upholds the highest ethical values, integrity and professionalism by fostering inclusive environment, where everyone can develop their full potential and contribute to the interest of the society as a whole and perform well in their careers. Ensures non discrimination and promotes inclusion in all levels of education.

Vitality of Culture and Values: Our institution embraces cultural values across the institution and treat people with dignity and encourage feelings of importance in all. All festivals and its values are celebrated with all its pomp and glory. Traditional values and prayers are followed. Gandhian principles and Dr. Ambedkar's thoughts are shared and adopted.

The Planning and Monitoring Board members *approved* the information.

9. National Board of Accreditation (NBA)

The National Board of Accreditation (NBA), India is an autonomous body established with the objective of Assurance of Quality and Relevance of Education, especially for the programs in professional and technical disciplines, i.e., Engineering and Technology, Management, Architecture, Pharmacy and Hospitality, through the mechanism of accreditation of programs offered by technical institutions.

The objective of the NBA is to assess and accredit professional programmes offered at various levels by the technical institutions on the basis of norms prescribed by the NBA.

Benefits

- Students studying in NBA accredited Institutions can be assured that they will receive education which is a balance between high academic quality and professional relevance and that the needs of the corporate world are well integrated into programmes, activities and processes.

- Accreditation assures prospective employers that students come from a programme where the content and quality have been evaluated, satisfying established standards.
- Accredited status represents the commitment of the programme and the Institution to quality and continuous improvement.

Faculty of Engineering (School of Engineering), Avinashilingam Institute for Home Science and Higher Education for Women submitted the application for accreditation during August 2017. Prequalifier for five programmes namely, Biomedical Instrumentation Engineering (BMIE), Civil Engineering (CE), Electronics and Communication Engineering (ECE), Food Processing and Preservation Technology (FPPT) and Printing Technology (PT) was submitted during October 2017, followed by the submission of Self Assessment Report (SAR) during February 2018. The NBA expert team consisted of one Chairman and eight members visited the Institution from 4.5.2018 to 6.5.2018 for evaluating the above mentioned five programmes. Moderation Committee Report was received for three programmes namely, Biomedical Instrumentation Engineering, Civil Engineering and Printing Technology and review report was sent to NBA during July 2018. NBA accreditation was given to three programmes: Biomedical Instrumentation Engineering (BMIE), Food Processing and Preservation Technology (FPPT) and Printing Technology (PT) for a period of 3 years. Appeal has been sent to NBA for the Departments of Civil Engineering and Electronics and Communication Engineering for further process.

The Planning and Monitoring Board members *noted* the information.

10. To consider and approve the IIQA and SSR documents to be submitted for 4th cycle of NAAC Accreditation

This Institute has been participating in NAAC (National Assessment and Accreditation Cycle) since 1999 and has been accredited with highest grade of 'A' in its third cycle during 2013. The validity of the accreditation being 5 years, the institute is due for 4th cycle of reaccreditation in 2018 and is diligently in the process of preparing for NAAC submission. It is also to be mentioned here that NAAC has revised its Assessment & Accreditation Framework since July 2017. Accordingly, all the Higher Education Institutions would be evaluated 70% through online and 30% through peer team visit and judgement.

The institute has constituted NAAC Steering Committee on 22.1.2018 with Dr. U. Jerinabi, Dean, Faculty of Business Administration (School of Commerce and Management) and Dr. K. Sivakamasundari, Director, IQAC along with Deans of various Schools as Coordinating members and other members for various aspects of Self-Study Report (SSR)

The NAAC Steering Committee has been meticulously working since then with required data collection, compilation and other documentation work. Further, the committee and all staff members were provided a series of orientation towards NAAC both by external and internal expertise. To mention few:

- ‘*Outcome Based Education*’ by Dr. N.G Sethuraman, IQAC Director, Gandhigram Rural Institute, Dindigul was organized on 14.11.2017
- ‘*A Pathway for Quality Excellence*’ by Dr. Ganesh A. Hegde, Deputy Advisor NAAC, Bangalore on 3.3.2018

The institute in pursuance of excellence in quality has geared up for the 4th cycle of accreditation and would be submitting the application in the month of September 2018.

Dr. U.Jerinabi presented the work accomplished for NAAC and informed that 85% of work has been completed for NAAC so far.

The Planning and Monitoring Board members *noted* the information.

11. Bye-Laws of the Institute amended as per the UGC (Deemed to be Universities) Regulations, 2010, 2014, 2015 & 2016.

The Bye-Laws of the Institute amended as per the UGC (Deemed to be Universities) Regulations, 2010, 2014, 2015 & 2016 was approved by the Board of Management.

This is for information to the Planning and Monitoring Board members.

Dr. Ram Ganesh suggested that the Bye Law may be uploaded in the website of the Institute.

12. Information about the Policies framed

The following Policies/Manual have been framed in order to structure and regulate the Institution and were approved by the Board of Management:

- Research Policy
- Plagiarism Policy
- Consultancy Policy
- Maintenance Policy
- IT Policy
- Library Manual
- IPR Policy
- Innovation and start-up policy

These written policies serve as guidelines for the teaching and non-teaching staff of the Institution. Further, the policies have laid down the procedures to be adopted with respect to each activity, reporting authorities, do's and don'ts, penalties for breach of procedure/rule. These policies are made available to all, through websites and printed documents. These policies are strictly for internal administration and management only.

Prof. (Ms.) Pratibha Sharma suggested to include Green policy.

The Planning and Monitoring Board members *approved* the policies.

13. UGC Regulations on Minimum Qualifications for appointment of Teachers and other Academic Staff in Universities and Colleges and measures for the Maintenance of Standards in Higher Education, 2018 – Gazette of India: Notification dated 18.07.2018

The above notification will be implemented as per the directives of UGC.

The Planning and Monitoring Board members *noted* the information.

14. Projects

The Institute has 7 Ongoing projects, 2 Consultancy Projects and 39 In-house projects (list enclosed)

The Planning and Monitoring Board members *noted* the information.

15. MoUs Signed – 11

<i>S. No.</i>	<i>Department</i>	<i>MoU Signed with</i>	<i>Purpose/Objectives</i>	<i>Date</i>
1.	Computer Science and Engineering	Palo Alto Networks, Inc, Netherlands	For training students	Sept. 2017 – August 2018
2.		Gateway Software Solutions	For training students	Nov.2017 - Nov. 2018
3.		Lakshya Cyber Security Labs Private Limited, Coimbatore	For training students	Feb. 2018 – Feb. 2019
4.	English	Arima Exim Pvt Ltd., CISIONS Chennai	For industrial interactions	16.10.2017 to 16.10.2019
5.	Resource Management	CADD Centre Training Services, Pvt Ltd, Coimbatore	Skill Training on Mechanical CADD, Architectural / Civil CADD, Electrical CADD and Project Planning and Management	21.11.2017 to 21.11.2020
6.	Food Processing and Preservation Technology	CADD Centre Training Services Pvt. Ltd., Chennai	a) Software Training for students b) Conduct of workshop, seminar, conferences	22.12.2017 to 22.12.2020
7.	Computer Science	Hassan II University of Casablanca, Morocco	Teaching, Research, exchange of Faculty and Students, and Staff Development, as Deemed Beneficial by the two Institutions	21.03.2018

8.	Printing Technology	Pressman Solutions Royapettah, Chennai	*To share the knowledge between faculty members and the company members	17.04.2018 to 17.04.2020
9.		Balaji Institute of Computer Graphics, Ramanathapuram, Coimbatore	*To help the students in project, internship and training *To provide short term training	17.04.2018 to 17.04.2021
10.	Tourism	Speed Wings Academy of Aviation Studies, Kaloor, Cochin	Provide Training and Support in Structuring Course Content, train Students	07.05.2018 to 07.05.2020
11.	Textiles and Clothing	JD Birla Institute, Kolkata	Training for Research (Students)	20.06.2018

The Planning and Monitoring Board members *noted* the information.

16. Awards and Recognitions of Faculty members during 2017-2018

1. Vice Chancellor - 2

S. No.	Name of the Staff & Department	Name of Awards	Organization / Venue	Date
1	Dr.Premavathy Vijayan (Vice Chancellor)	Rpwe;j fy;tpahsh; tpUJ (Best Educationalist Award)	Friends of Police and Tamil Nadu Police	28.12.2017
2		kdpj nea tpUJ	fhe;jpa kf;fs; ,af;fk;. nfhaKj;J}h;	15.07.2018

2. Awards and Recognitions of staff members - 12

S. No.	Name of the Staff & Department	Name of Awards	Organization / Venue	Date
1	Dr. S. Kowsalya Registrar	Elected as Executive Committee Member	Nutrition Society of India, Hyderabad	2018-2020
		Meritorious Alumna	Association of Biochemistry, Biotechnology & Bioinformatics and Department of Biochemistry, Biotechnology & Bioinformatics	6.8.2018
2	Dr.C.A.Kalpana (FSN)	Best Paper Award - International Conference	Colombo, Srilanka	06.11.2017 to 09.11.2017
3	Dr.S.Gandhimathi (Eco)	Outstanding Scientist in Economics	Venus International Foundation, Chennai	21.11.2017

4	Dr. S.Visalakshi (CSc)	Best Paper Award - International Conference	Tamil Nadu College of Engineering, Coimbatore	14.12.2017 to 16.12.2017
5	Ms. Sumi (IT)	Best Paper Award	Tamil Nadu College of Engineering, Coimbatore	15.12.2017
6	Ms. K.Devi (FSN)	Oral Presentation Award	Department of Surgical Gastroenterology, Jipmer, Pondicherry	2.02.2018 & 03.02.2018
7	Dr. R.Balasarikha (FSN)	Oral Presentation Award	Sri Sarada College for Women, Salem	12.02.2018
8	Dr. G Padmavathi (CSc)	2018 Albert Nelson Marquis Lifetime Achievement Award	Marquis Who's Who Biographee, USA	02.03.2018
9	Dr.R.Annapoorani (Eco)	Best Teacher in Economics	Malcolm & Elizabeth Adishesan Trust, Chennai	06.03.2018
10	Dr.K.Manimozhi (CE)	Distinguished Professor Award	Arunai International Research of Foundation. Tiruvannamalai	08.03.2018
11	S.Velvizhi (BC/BT/BI)	Best Oral Presentation – Second Prize	Technical Symposium at Tamil Nadu Agricultural University, Coimbatore	08.03.2018
12	Dr.C.Parvathi (Eco)	Best Faculty Award	Grabs Educational Charitable Trust, Nanganallur, Chennai-	08.04.2018

The Planning and Monitoring Board members *noted* the information.

17. To review the One year plan and five year Strategic Plan for academic, research and community development.

The current and proposed 5 year Strategic Plan for academic, research and community development was shown schematically.

The Registrar presented the details about Nutrition counseling practices and MoU with Shanthi Ashram.

Dr. Ram Ganesh suggested to create linkages with Central Institute for Medical and Aromatic Plants (CIMAP), Kodaikanal and also Palani Hills Conservations (PHC).

Dr. Ram Ganesh appreciated the presentation and suggested to include and present the proposed outcomes of all the suggested activities in a nutshell as ‘Status of the University in 2023’.

Other suggestions by Planning and Monitoring Board members are as follows:

- New Courses proposed are M.Sc. Medical Physics approved by RSD and Elora and M.Sc. (Integrated) Biomedical Science (5 years course)
- MBA (Finance), MBA (Logistic), MBA (Analytics)
- Strengthen collaborative publications and project.
- All the departments should have Department Industry Consortium (DIC) to facilitate research work.
- Funds should be generated from well placed Alumni to offer scholarships.
- Establish Legal Aid Clinic in collaboration with District Court
- Integrated LLM Course may be introduced.

The Planning and Monitoring Board members *noted* the information.

18. To report on the Budget requirement under Non Plan Account and Plan Account (General Development Assistance (GDA) and Capital Assets) for the year 2018-2019 submitted to UGC for approval

The budget requirement under Non Plan Account and Plan Account (General Development Assistance (GDA) and Capital Assets) for the year 2018-2019 (**Rs. 9821.57 lakhs and 1662.16 lakhs respectively**) was submitted to UGC vide letters No. F.No. 20/54 dated 30.7.2018 and F.No. 564/56 dated 30.7.2018.

The Planning and Monitoring Board members *noted* the information.

19. To conduct Academic and Administrative Audit with external experts/agencies.

The National Assessment and Accreditation Council (NAAC) has evolved various measures and guidelines in order to improve the quality of Higher Education Institutions and for their sustenance. Along with Internal Quality Assurance Cell (IQAC), External Quality Assurance process is also suggested as an important tool to strive for the excellence of Higher Education Institutions. Academic Audit includes a scientific and systematic method to review the quality of academic process in the Institution namely Curriculum, Curriculum Transaction, Profile of the students and faculty members, Infrastructure Facilities, Departmental Activities and SWOC analysis. Administrative audit involves assessment of policies, strategies and functions of the various administrative departments namely Library, Examination Section, Computer Centre, Equal Opportunity Cell, Health Centre, NSS, NCC and Sports Units.

Methodology of Academic and Administrative Audit involves visit of two external experts nominated by the Vice Chancellor for each of the 37 departments and the administrative sections of campus 1 and 2 and auditing the departments and sections based on a well structured questionnaire.

The feed back and the report of the experts are analysed and action plan charted for improvement. Periodicity of the audit is after every three semesters. Two Academic and Administrative Audit have been conducted so far, one in November 2016 and another in March 2018 in the third NAAC cycle period.

The Planning and Monitoring Board members *noted* the information.

20. To consider and approve the establishment of Incubation and Innovative Cell.

Center for Innovation & Entrepreneurship (CIE) initiated during 2011 (31.03.2011) aims to instill an entrepreneurial culture in the campus and motivate the students to take up entrepreneurship as an alternative career option. Students are motivated through Orientation programmes, Entrepreneurship Awareness Camps (EACs) and skill development programmes conducted in the campus. Women graduates and professionals are also given training through Women Entrepreneurship Development Programmes (WEDP) and Technology based Entrepreneurship Development Programmes (TEDP). All these programmes are conducted based on the prescribed format given by NSTEDB, DST, Government of India.

Students and participants are motivated to take up business after their graduation/ training respectively. Our Institute has a proven record and reputation for its value based education, community services and innovative research approach to women empowerment. It has a dynamic Entrepreneurship Development Cell (EDC) sanctioned by AICTE, New Delhi. Proposals are submitted to NITI Aayog, Govt. of India for an **Atal Incubation Center** with a budget of Rs. 998 lakhs (Maximum amount is Rs. 10 crores) online on 28-9-2017 in which Dr. Premavathy Vijayan, Vice Chancellor is the applicant.(Results awaited).

Center for Innovation and Entrepreneurship (CIE) is started as a Non profit unit under Entrepreneurship Development Cell for helping the students/ participants of Entrepreneurship Development Programmes like WEDP, TEDPs who have innovative ideas and who would like to start their own enterprises. Incubation Cells will be established in the campus for encouraging novel and innovative business ideas among the students.

The Planning and Monitoring Board members *considered and approved* the same.

21. To consider and review the activities of the IPR Cell and to encourage more patents

To promote scientific research and technological development, IPR Cell was initiated on 12.08.2014.

Following are the objectives of an **IPR Cell**:

- Encourage researchers to consider the possible opportunities for exploiting an invention so as to increase the potential flow of benefits to society.

- Provide an environment that supports and encourages innovation and development.
- Protect the legitimate rights of faculty and scholars/students with regard to their intellectual and creative/novel outcomes.
- Ensure compliance with applicable national laws and regulations.
- Lay down a transparent administration system for the ownership and control of intellectual properties and sharing of revenues.

A **patent** is a set of exclusive rights granted by a sovereign state or intergovernmental organization to an inventor or assignee for a limited period in exchange for detailed public disclosure of an invention. An invention is a solution to a specific technological problem and is a product or a process.

Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore shall be the owner of all the intellectual property-inventions, products, processes and software designs created by the creators/inventors of our Institute through Research.

Our Institute shall be the owner of all copyright work including software and teaching material designed by creators/inventors.

An Inventor includes the contributing faculty/research scholars/students who have created the IP and who have used the resources of the Institute for the purpose.

An inventor applying for intellectual property rights should seek due administrative permission and submit the application in the name of the Institution with the Registrar as the Applicant.

The application for IPR will be assessed by a team of experts for its innovativeness/novelty prior to submission to the Patent Office.

If an intellectual property has emerged as a result of an Institutional/Industrial consultancy, sponsored to Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore, the concerned industry and Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore shall own the IP.

For those IP that are covered under specific MoUs, the action shall be carried out as per the provisions of the MoUs.

If the IP is the outcome of funds sponsored by an outside agency, then the IP will be shared between Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore and the sponsoring agency on case by case basis, as per MoU/Agreement/Undertaking between Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore and the outside agency.

Revenue generated by commercial exploitation of IP owned by the Institution will be shared on 50-50 basis. Fifty percent of the total revenue accrued shall be credited to the creators and fifty percent shall be credited to the Institution.

The Planning and Monitoring Board members *noted* the information.

22. To consider and approve the AQAR for 2017-2018

The Internal Quality Assurance Cell has been initiated from 2003 in our Institute. The functional IQAC submits its Annual report on time, namely AQAR to NAAC since 2006 and the same is uploaded in the Institute's website. The AQAR is an annual self-reviewed progress report of the institute prepared by IQAC.

The Planning and Monitoring Board members *considered and approved* the same.

23. To conduct Research Convention for the year 2018-2019 for planning and improving the number and quality of research publications and funded projects

The Institute conducts a Research Convention programme to guide the M.Phil. and Ph.D. scholars towards a systematic method, for conducting scientific research and publication every year. The programme highlights the steps in research, use of statistical tool and method of sharing the data through effective indexed journals. During the academic year 2017-2018 "Scientific Strategies for Quality Research" was organized on 28th February, 2018. Dr. S. Ramalingam, Dean, PSG Institute for Medical Science and Research inaugurated the program and delivered the inaugural address on "Scientific Strategies for Quality Research", "Protocol for Patenting and Journal Publications in Scopus Journal" by Dr. E. Ram Ganesh, Dr. K.T. Geetha and Dr. G.P. Jeyanthi respectively. In the afternoon, resource persons from various parts of the country visited the respective departments, where the M.Phil. (41) and Ph.D. (194) scholars presented the base line of their research work. Methods of enhancing these researches and tips to enhance these researches was suggested by the experts. In a nutshell, the entire program focussed the research hypothesis of the scholar and placed them in scientific tracks to achieve quality research.

Dr. Ram Ganesh appreciated the research convention conducted in the Institute.

The Planning and Monitoring Board members *noted* the information.

24. To plan and execute the successful implementation of various Governmental Schemes like Swachh Bharat, Unnat Bharat Abhiyan, Digital India and alike through various academic and extension activities with the support of NCC/MSS/CSS/CII YI and other support centres

- **Swachh Bharat**

Swachh Bharat Abhiyan is the campaign started by the Government of India for making India a clean and Green India. We should not throw any garbage on roads and keep our surroundings clean. As Gandhiji said “**Green City; Clean City; My Dream City**”. Our University objective in Swachh Bharat is to keep the adopted village clean, usage of proper sanitation, public awareness and adequate drinking water supply. Avinashilingam Institute NSS units donated plant saplings in villages to create a **Green India**. Cleaning activity was carried out by the volunteers; they also created awareness on negative effects of using plastics and importance of creating a healthy environment. The activities conducted by the NSS Volunteers were categorized into three clusters:

1. Education- Communication activities.
2. Solid waste Management related activity
3. Planting trees.

The Activities under Swachh Bharat Abhiyan conducted by NSS Volunteers of Our University are presented in the following table:

1. Education- Communication activities.
Rally by the volunteers displayed placards and shouted slogans to create awareness about Dengue in adopted villages.
Educated Children and Illiterates on the importance of Cleanliness
Created awareness on waste disposal
Created awareness on cleanliness in the University campus
Awareness drive on general health and hygiene among villagers
Maintenance of Drainage
Awareness on rain water conservation
Awareness on organ donation
Displayed the slogans on sanitation and cleanliness on campus and off campus.
An awareness session on air quality measurement was conducted using a mobile air quality monitoring unit from Forest College and Research Institute, Mettupalayam, a constituent college of Tamil Nadu Agricultural University.
2. Solid Waste Management related activity.
Cleaned the School premises in the village
Cleaned the temple premises of the village
Cleaned the park of the village
Created awareness on waste disposal
Cleaned Public Places
Created awareness on Disaster Management
Created awareness on the importance of segregation of wastes as biodegradable and non-biodegradable.
Educated the villagers about the ill-effects of non-biodegradable wastes like plastic, polythene bags, etc.
3. Planting trees.
Stressed on the importance of growing Plants in the campus and villages.

Planted trees in school premises
Established Kitchen Garden in the premises of the school
Planted saplings in the village
Provided saplings to the villagers
Planted Medicinal Plants
Created awareness on Tree plantation among villagers

Volunteers conducted a survey in the villages on ‘Awareness of Swachh Bharath Mission’. They enquired whether the villagers are aware of the Swachh Bharath campaign initiated by our Prime Minister Narendra Modi Ji and their opinions on the cleanliness mission by 2019. The NSS Volunteers created awareness on Swachh Bharat Mission and took part in Summer Internship of Swachh Bharat mission.

- About 40 NCC Cadets of our University participated in a summer internship camp from 11.06.2018 to 30.07.2018, making a total of 100 hours. The activities conducted were:
 - Rally on Swachh Bharath, literacy awareness
 - Cleaning the School, Library and Temple
 - Street play – Clean India
 - Poster competition – Clean India
 - Tree Plantation
 - Distribution of pamphlets regarding Clean India
 - Survey – Toilet facility at village

The activities were organized in five areas namely Vandikaran Pudur, Nallichettipalayam, Thoopampalayam, P.N. Pudur and at Avinashilingam Institution Campus.

Three students received gold and silver medals in NCC and three students attended Thalsainik camps. **Seven NCC cadets and two NSS volunteers have represented our University at the Republic Day Parade 2018, New Delhi and one student has participated at the Republic Day parade 2018, Chennai.**

The Planning and Monitoring Board member Prof. Prathibha Sharma suggested to include e-waste management and food waste management also in the activities.

25. Report on Action Taken in Commemoration of 150th Birth Anniversary of Mahatma Gandhiji

Inculcating in the young minds on Gandhian Principles to make them apply non-violence, truth and swatheshi will help to make strong foundation for present and future Indian citizens.

In commemoration of 150th Birth Anniversary of Mahatma Gandhi the following activities were undertaken:

Play Competition on “Life of Mahatma Gandhiji” was conducted. In all the schools, continuous announcements were made in students’ assemblies about the play competition. Gandhian Studies Center of our Institute coordinated the programme. Totally 8 teams enrolled for play competition. The preliminary, semi finals and final selection phases were executed with University level juries and selected the best 3 plays on “Life of Mahatma Gandhiji” to be recorded. The selected teams performed again for shooting. The recorded video files of play are edited and uploaded in youtube.

The Planning and Monitoring Board members *noted* the information.

26. Digital India Programmes

In connection with Digital India programme, many activities were carried out in all the adopted villages, which included the following:

i) Digital Literacy Surveys

Survey on “Digital Literacy” was carried out in the adopted villages to know about the villagers’ knowledge on the smart phone usage, e-mail, e-government, digital mode of transactions and security tactics on internet banking. These surveys helped the volunteers to know about the activities to be done to improve the digital literacy.

ii) Awareness campaigns on “Cashless Transactions”

Cashless Transactions after demonetization has become a very important thing to be known for every Indian. To create awareness on “Cashless Transactions” among the village population, the NSS volunteers conducted campaigns in their adopted villages during their village visit.

iii) Skill training on “Digital Devices”

Digital Devices such as Smart Phones, Computers are new to many people in villages. The usage of these devices in an active manner was taught to the village people during the village visit and special camps through presentations.

The following suggestions were given by Dr. Ram Ganesh for the development of the Institution:

- Endowment lectures on Mahatma Gandhi to commemorate 150th Birth anniversary before 2nd October.
- Generate Funds for establishing chairs
- Create a Centre for Ayya Avinashilingam Avargal and in which the Ph.D. candidates can do research on Ayya Avl.
- Tap more funds from CSR (Corporate Social Responsibility) Industries by creating a cell on Women hygiene, Women Involved Sanitation and Hygiene (WISH).
- Department Industry Cluster (DIC) can be created by each department.
- Constitute a committee to prepare a Bye Law on DIC and Showcase through it.

The Planning and Monitoring Board members *noted* the information.

Finally, all the members appreciated the Institute for the achievements made during 2017-18 and wished to scale up higher for the years to come.

The meeting ended with customary vote of thanks to the Chairperson and the members.