



TAMIL NADU Dr. J. JAYALALITHAA FISHERIES UNIVERSITY

Minutes of Third IQAC Meeting conducted at the constituent units

1. Fisheries College & Research Institute, Thoothukudi

The Third meeting of IQAC of FC & RI, Thoothukudi was held on 22.12.2022 from 11.00 a.m. to 01.00 p.m. at the Conference Hall of the Institute to discuss about ways for effective functioning of the IQAC. The following Committee Members and the teaching staff of the Institute participated in the meeting

1. Dr. B. Ahilan, Dean, FCRI, Thoothukudi - Chairperson
2. Dr. N. Neethiselvan, Professor and Head, DFT&FE - Member Secretary
3. Dr. N. V. Sujathkumar, Professor and Head, DFEES - Member
4. Mrs. S. Vembu, Manager, Dean's Office - Member
5. Mrs. A. Ramani, Manager, Dean's Office - Member
6. Th. G. Balasingam, IV B.F.Sc. - General Secretary, Student Representative

The chairperson Dr. B. Ahilan, Dean welcomed the gathering and Dr. N. Neethiselvan, Member Secretary introduced the resource person. Dr. J. Poongodi, Principal and IQAC Secretary, Kamaraj College, Thoothukudi served as the resource person and delivered a talk on "Guidelines for the revised framework of NAAC". She explained the efforts taken by the IQAC in the Kamaraj College, Thoothukudi for the past fifteen years (3 cycles) to attain A+ grade by National Assessment and Accreditation Council of India (NAAC), Bangalore.

The following were suggested by the speaker during her presentation for the development of IQAC of FC & RI, Thoothukudi

1. Labelling of UG, PG and Ph.D. class rooms of the Institute as 'ICT enabled class rooms'
2. Common e-mail ID for each of the students batches of UG, PG and Ph.D. programmes to collect details and to have future follow up
3. Having NAAC approved Poster in IQAC room
4. Nominating different persons for documenting seven different activities for the preparation of the annual quality assessment report
5. Creation of photographic evidences for each of the event with G Map camera app so as to have location details in terms of Latitude and Longitude where the events were conducted

The teaching staff of the Institute took part in the discussion. Finally, Dr. N. V. Sujathkumar, Professor and Head, Dept. of Fisheries Extension, Economics and Statistics, FC & RI, Thoothukudi delivered the vote of thanks.



**Sd-/-----
Member Secretary
IQAC, FC&RI, Thoothukudi**

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Chairperson
IQAC, FC&RI, Thoothukudi**

2. Dr. M. G. R. Fisheries College & Research Institute, Ponneri

The quarterly meeting for the period October 2022 to December 2022 was conducted on 13.12.2022 at the Conference Hall of Dr.M.G.R. FCRI, Ponneri, The following members were present.

The Chairman	Dr.R.JeyashakiIa The Dean, Dr.MGR FC&RI, Ponneri
The Member secretary	Dr. A.Uma, Prof and Head, Dept of Aquatic Animal Health
External expert	Mr.A.Kumaresan, Shenglong Pvt Ltd., Chennai
Member	Mr. Hari, Administrative Officer (In-charge)
Member	Plr. N. Noulitharan, Student

The following points were discussed by the External Expert and the members of the IQAC committee

1. Skill program: External expert suggested to conduct basic courses for UG students to develop skill from stocking to harvest in shrimp farms (1 crop training under IPT), shrimp hatchery (for 1 month or 33 days i.e. 1 cycle), feed mill and fish processing plant (3 months). The proposal for the above shall be submitted to the Faculty Dean for approval from the next batch onwards as the program for the present batch has been already fixed. (Action: HOD, DFEES and HOD, DAQ)

2. The curriculum for ELP has to be oriented towards the following topics, as suggested by the expert to impart field oriented practical skill training for one week duration. The schedule shall be arrived at by the ELP Coordinator in consultation with the respective HODs.
 - Water quality management in shrimp or fish farm (DAEM)
 - Feed and feeding management in shrimp or fish farm (DAQ)
 - Shrimp or Fish health management, PL selection — stocking management (DAAHM)
 - Post harvest technologies — Cold chain preservation (DFPT)
 - Basic knowledge in Microsoft office (Excel, Powerpoint & Word) (DFEES)
 - Industry experts shall be invited for guest lectures one day. (Action: HOD, DFEES)
3. Three months certificate course "Pond Operators" shall be proposed by the Head, ARFF Madhavaram. Farm managers shall be involved in the conduct of classes and practicals. (Action: HOD, ARFF)
4. An online skill development course on "Etroplus breeding and farming" is proposed by the Department of Aquaculture and the audio lectures are under preparation. This will be an inter disciplinary course involving various departments of the Institute. The course coordinator is instructed to formulate a time line and complete the task by January 2023. (Action: Dr.S.SeIvaraj, DAQ)
5. Regarding online examination, the external expert suggested to go for online exam, if exam tabs are provided to the students. Otherwise, off line exams shall be conducted. The same point will have to be emphasised in the ensuing University meetings. (Action: Dean)
6. Model exams shall be conducted for the students for ARS/NET by the Student Career guidance cell. (Action: Dr.N.MuraIdharan, Officer in-charge)
7. Concerning faculty development program, faculties are being encouraged to attend the training programs and winter schools. (Action: All staff)
8. Awareness on various topics related to shrimp farming are being created among the farmers through conduct of workshop (Ponshrimp22). A brainstorming session on "Domestic Marketing" of farmed shrimps is planned to be conducted in January 2023 in collaboration with industries and NFDB. (Action: HOD, DFEES)
9. To improve patentability of research findings, it is decided to conduct a meeting with PG and PhD students, to guide them for development of patentable product/ processes from their research. (Action: PG Coordinator)
10. Industry collaborative projects can be initiated in January 2023 with DAQ utilizing the research *facilities* to test the feed of M/s Shenglong. Another project can be taken on nutrient profiling of shrimp farm soil in collaboration with the industry by the DAEM. (Action: HOD, DAQ and HOD, DAEM)

11. Research projects to be proposed for various funding agencies like SERB, TANII, etc. (Action: All Staff)
12. To employ fisheries graduates as research scholars, the PIs of the schemes will be requested to give preference to MFSc / Ph D. students who are undertaking their research by aligning their objectives with that of project objectives. (Action: All PIs)
13. Publications from projects by the staff and student are encouraged. Each staff shall plan to publish a minimum of 2 research papers/ year. (Action: All Staff)
14. Awards: Library Assistant shall be requested to circulate the communications related to the awards to all staff and students. (Action: Library, Officer in-charge)
15. Steps have to be taken to improve the internal resources. Self-financing schemes are to be proposed by the Department of Fish Processing Technology and Department of Aquaculture to increase the income generation. (Action: HODs, DFPT and HOD, DAQ)
16. Community Services: The advisories given to the farmers have to be documented and reported under IQAC community services. All staff undertaking field visits must provide photo documents on the activities. (Action: All Staff)
17. Proposal has to be submitted to fill in teaching / non-teaching staff vacant posts (6 Nos) to the University. (Action: Dean)
18. Proposal to recruit a staff exclusively to take care of the IQAC cell and to undertake the related work against the vacant posts of (steno-typist) to be submitted. (Action: Dean)
19. Technology upgradation: Proposals to be submitted to scale up the breeding technologies of the native fishes carried out by the Department of Aquaculture. (Action: HOD, DAQ and HOD, ARFF)
20. Computer and internet facilities under the Department of DFEEs to be made available as common facility for the students and staff except during class hours. (Action: HOD, DFEEs)
21. Aquaculture magazines shall be subscribed for the library. (Action: Library, Officer in-charge)
22. Feedback:
 - a) Instructions shall be given to the course teachers for collecting feedback of students after every semester.
 - b) Feedback of farmers attending the training or workshop programmes organized by the Institute. (Action: Students Coordinators/Coordinators)

23. The Alumni Association shall be registered by conducting the GBM. Proposal for withdrawal of the fee paid by the alumnus shall be submitted to the Dean.(Action: Dr.N.Muralidharan)

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IQAC Coordinator

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IQAC Chairman

3. Institute of Fisheries Post Graduate Studies, OMR Campus, Vaniyanchavadi

The third meeting of the Internal Quality Assurance Cell (IQAC) of TNJFU – Institute of Fisheries Postgraduate Studies (IFPGS), OMR campus, Vaniyanchavadi, Chennai – 603103 was held on 30.09.2022 at 3.00 pm at TNJFU OMR campus.

The meeting was attended by the following members of the IQAC

1. Dr. E. Suresh, Dean i/c., Member (IQAC) and Assistant Professor (c), TNJFU, IFPGS
2. Dr. P. Sriram, Member Secretary (IQAC), Professor, FPH, IFPGS
3. Mr. U. P. Shankar, Member (IQAC) and AO, TNJFU, OMR Campus
4. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
5. Mr. R. Ramya, Member (IQAC), Research Scholar

The following agenda were discussed during the meeting of IQAC of TNJFU-IFPGS

1. Monthly quality assurance report
2. Getting feedback from students

After detailed discussions, the following decisions were taken.

- (i) Monthly quality assurance report will be prepared and sent to the IQAC Cell of TNJFU.
- (ii) 8 PG students of IFPGS have uploaded their feedback in the online portal. Other students have also been instructed to upload their feedback at the earliest.
- (iii) It was decided to request the University for appointing a "Health Consultant" at least twice a week to cater to the emergency health needs of the students of OMR Campus.

(iv) It was decided to circulate the "Various criteria" identified by the University for Quality Improvement to all the staff members of TNJFU-IFPGS for inputs and plan of action.

The monthly meeting of Internal Quality Assurance Cell (IQAC) of TNJFU-Institute of Fisheries Postgraduate Studies (IFPGS), OMR campus, Vaniyanchavadi, Chennai-603103 was held on **29.11.2022** at **3.00 pm** at TNJFU OMR campus.

The meeting was attended by the Chairman and following members of the IQAC.

1. Dr. S. A, Shanmugam, Chairman (IQAC) and Dean, Basic Sciences, TNJFU
2. Dr. P. Sriram, Member Secretary (IQAC) and Officer in Charge, TNJFU-IFPGS
3. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
4. Mr. U.P. Shankar, Member (IQAC) and AO, TNJFU OMR Campus
5. Mrs. R. Ramya, Member (IQAC), Student Representative-IFPGS

The following agenda were discussed during the meeting

1. Encouraging participation of students in personality development programmes
2. Obtaining feedback from postgraduates
3. Improvement of quality of research by students.

Absence of Dr. E. Suresh, Member (IQAC), Assistant Professor, Fish Genetics and Breeding, IFPGS, is permitted since he has gone for training.

After detailed deliberations the following decisions were taken:

Agenda 1: One personality development programme will be organized during December, 2022 with the assistance of Mr. Loganathan, HR Manager, LCI PVT Ltd., Chennai.

Agenda 2: Necessary feedback from the postgraduate students who have completed their semester will be obtained and also will be uploaded through online mode

Agenda 3: (a) Students will be encouraged to utilize the library facility for preparing assignments and additional notes and it will be insisted on maintenance of index cards by all the postgraduate students

(b) Presentation of term paper by the postgraduate students will be taken up.

(c) To insist all the postgraduate students to maintain work book.

Sd-/-----
Member

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Member Secretary

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Chairman

4. Institute of Fisheries Biotechnology, OMR Campus, Vaniyanchavadi

The third meeting of the Internal Quality Assurance Cell (IQAC) of TNJFU – Institute of Fisheries Biotechnology (IFPGS), OMR campus, Vaniyanchavadi, Chennai –603103 was held on 30.09.2022 at 2.30 pm at TNJFU OMR campus.

The meeting was attended by the following members of the IQAC

1. Dr. Kumanan, Member Secretary (IQAC) and Officer in-charge, TNJFU-IFBT
2. Dr. U. P. Shankar, Member (IQAC) and AO, TNJFU OMR Campus
3. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
4. Dr. Geoprincy, Member (IQAC) and Assistant Professor (c), TNJFU, IFBT
5. Mr. V. V. Jothiswaran, Member (IQAC) and Final year Student

The following agenda were discussed during the meeting of IQAC of TNJFU-IFPGS

1. Monthly quality assurance report
2. Getting feedback from students

After detailed discussions, the following decisions were taken.

- (i) Monthly quality assurance report will be prepared and sent to the IQAC Cell of TNJFU.
- (ii) 12 PG students of B.Tech Biotechnology have uploaded their feedback in the online portal. Other students have also been instructed to upload their feedback at the earliest.
- (iii) To improve the placement percentage of B.Tech Biotechnology graduates, TNJFU-IFBT has so far organized three placement interviews and thirteen students have been offered jobs.
- (iv) It was decided to request the University for appointing a 'Health Consultant' at least twice a week to cater to the emergency health needs of the students of OMR Campus.
- (v) It was decided to circulate the 'Various criteria' identified by the University for quality improvement to all the staff members of TNJFU-IFBT for inputs and plan of action.

The monthly meeting of Internal Quality Assurance Cell (IQAC) of TNJFU-Institute of Fisheries Biotechnology (IFBT), OMR campus, Vaniyanchavadi, Chennai-603103 was held on **29.11.2022** at 02.30 pm at TNJFU OMR campus.

The meeting was attended by the Chairman and following members of the IQAC.

1. Dr. S. A, Shanmugam, Chairman (IQAC) and Dean, Basic Sciences, TNJFU
2. Dr. K.Kumanan, Member Secretary (IQAC) and Officer in Charge, TNJFU-IFBT
3. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
4. Mr.U.P.Shankar, Member (IQAC) and AO, TNJFU OMR Campus
5. Dr.G. Geoprincy, Member (IQAC) and Assistant Professor (C), TNJFU-IFBT
6. Ms. E. Jelous Monika, Member (IQAC) and BTech (Biotech) Final year Student

The following agenda were discussed during the meeting

1. Encouraging participation of students in personality development programmes
2. Refinement of existing curriculum
3. Obtaining feedback from BTech (Biotech) graduates

After detailed deliberations the following decisions were taken

Agenda 1: One personality development programme will be organized during December, 2022 with the assistance of Mr. Loganathan, HR Manager, LCI PVT Ltd., Chennai

Agenda 2: Syllabus and Regulations for the M.Tech (Biotechnology) degree programme have been drafted and will be placed in the ensuing Board of Studies (Faculty of Basic Sciences) meeting for adoption in the academic year 2022-2023.

Agenda 3: Feedback from few B.Tech (Biotechnology) graduates has been obtained. Steps have been taken to get the feedback from others who have graduated recently. Attempts will be made to get feedback from more parents for possible improvements

Others:

- i. Placement cell of TNJFU-IFBT has been strengthened by including a student representative
- ii. For improving the '**Communication Skills**' of the BTech (Biotechnology) students, a '**Language Lab**' session on '**Punctuation**' was conducted
- iii. Each BTech (Biotechnology) student will be instructed to give at least one micro-seminar for each course for improving their communication skills
- iv. Students will be encouraged to utilize the library facility for preparing assignments and additional notes



IQAC meeting of TNJFU-IFBT held on 29.11.2022

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**Ms. E. Jelous Monika
Member**

Sd-/-----

**Dr. G. Geoprincy
Member**

Sd-/-----

**Mr. U.P. Shankar
Member**

Sd-/-----

**Dr. Amit Ranjan
Member**

Sd-/-----

**Dr. K. Kumanan
Member Secretary**

Sd-/-----

**Dr. S. A. Shanmugam
Chairman**

5. TNJFU – Fisheries Business School, Muttukadu, ECR, Chennai

The third meeting of the Internal Quality Assurance Cell (IQAC) of TNJFU- Fisheries Business School (FBS), Muttukadu, ECR, Chennai-603112 was held on 10.10.2022 at 4.30 pm at the TNJFU – IFPGS, OMR campus.

The meeting was attended by the following members of the IQAC

1. Dr. S. A. Shanmugam, Chairman (IQAC), Dean (Basic Sciences) and Secretary, TNJFU, OMR Campus
2. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
3. Dr. S. Karunakaran, Member (IQAC) and Assistant Professor (C), TNJFU-FBS
4. Mr. U. P. Shankar, Member (IQAC) and AO, TNJFU OMR Campus
5. Mr. G. Revanth kumar, Member (IQAC) - Student Representative- MBA student, TNJFU-Fisheries Business School

The following agenda were discussed during the third meeting of IQAC of TNJFU- FBS.

The following agenda were discussed during the meeting of IQAC of TNJFU-FBS

1. Monthly quality assurance report
2. Getting feedback from students

After detailed discussions the following decisions were taken.

- i. Monthly quality assurance report will be prepared and sent to the IQAC cell of TNJFU-FBS
- ii. BBA students has been instructed to upload their feedback at the earliest.
- iii. To improve the placement cell of TNJFU-FBS.
- iv. It was decided to request the University for appointing a 'Health Consultant' at least twice a week to cater to the emergency health needs of the students of OMR Campus.
- v. It was decided to circulate the 'Various criteria' identified by the University for quality improvement to all the staff members of TNJFU-FBS for inputs and plan of action



IQAC meeting of TNJFU-FBS, OMR Campus held on 10.10.2022

**Sd-/-----
Member Secretary**

**Sd-/-----
Chairperson**