



TAMIL NADU Dr J. JAYALALITHAA FISHERIES UNIVERSITY

College level Second Quarterly Meeting for the year 2024

April to June 2024

(i) Fisheries College & Research Institute, Thoothukudi

The Second quarterly meeting of IQAC of FC & RI, Thoothukudi was held on 21.05.2024 at the Conference Hall to discuss the ways and means for assuring quality in academic, research and extension activities, general administration and infrastructure development of the institute. The following IQA Committee Members and teaching staff participated in the meeting.

1. Dr. B. Ahilan, Dean & Chairperson, IQAC
2. Dr. N. Jayakumar, Professor and Head, DFBRM & Member Secretary, IQAC
3. Dr. S. Athithan, Professor and Head, DAQ
4. Dr. V. Rani, Professor, DAEM
5. Dr. V. Senthilkumar, Associate Professor, DFEES
6. Dr. B. Chrisolite, Associate Professor and Head, DFPHM
7. Dr. G. Arul Oli, Assistant Professor, DFEES
8. Dr. Jaculine Pereira, Assistant Professor, DAQ
9. Dr. R. Shalini, Assistant Professor and Head iic, DFQAM
10. Mr. R. Durairaja, Assistant Professor, DFBRM
11. Dr. T. Ravikumar, Assistant Professor, DFTFE
12. Mr. M. Muruganantham, Assistant Professor, DFPT
13. Dr. P. Sivashankar, Assistant Professor, DFPHM
14. Mr. S. Mariappan, Assistant Professor, DFTFE
15. Mr. K. Karuppasamy, Assistant Professor, DFBRM
16. Mr. A. Anix Vivek Santhiya, Assistant Professor, DAQ
17. Dr. D. Natarajan, ADPE
18. Mrs. V. Gomathy, Assistant Professor (Contractual)
19. Dr. U. Arisekar, Assistant Professor (Contractual)
20. Dr. B. Manikandan, Assistant Professor (Contractual)

The Chairperson, Dr. B. Ahilan, Dean, Fisheries College and Research Institute, Thoothukudi presided over the meeting of IQAC. Dr. N. Jayakumar, Member Secretary of IQAC coordinated the programme and proposed the vote of thanks at the end of the meeting. Earlier, there was a discussion about the activities to be undertaken and documents to be kept ready for the **NAAC Accreditation**. The course teachers were instructed to maintain a course file which should contain course syllabus, course schedule, lecture notes, PowerPoint hand-outs, details of assignments given, details of field trips arranged, attendance particulars, outcomes of the course, internal examination questions and mark statement etc. It was planned to conduct an audit for academic, research and extension activities among the teaching faculty. The activities to be undertaken are furnished below as the minutes of the meeting.

1. It was decided to conduct an academic audit at first to verify the course files of the course teachers. The academic audit needs to be conducted periodically. A list of academic auditors and a checklist for academic audit need to be prepared.
2. A Research and Extension Audit needs to be conducted after conducting the academic audit. A list of Research and Extension auditors and a checklist for research and extension audits need to be prepared.
3. The students need to be encouraged to enroll for the online courses through SWAYAM and other recognized platforms.

Sd-/-----

Dr. N. Jayakumar, Professor & Head
Member Secretary, IQAC

Sd-/-----

Dr. B. Ahilan, Dean &
Chairperson, IQAC

(ii) Dr. M.G.R. Fisheries College & Research Institute, Ponneri

IQAC meeting of the faculty at the College of Dr. MGR Fisheries College & Research Institute, Ponneri for the second quarter (April to June 2024) was conducted on 27.06.2024 at 02.30 p.m. The following members were present during the meeting.

1. Dr. Jeyashakila, Dean, Dr. MGR FCRI, Ponneri
2. Dr. A. Uma, Professor & Head, DAAHM

3. Mr. A. Kumaresan, External expert (Shenlong Biotech India Pvt. Ltd)

4. Dr. N. Moulitharan, Asst. Prof. (C), DFRM

The following points were discussed and the points for action are decided

- Development of learning methods like anytime accessible online course lecture series
- New awards and recognitions for the students achievements other than academic scores
- Improvement of alumni student interactions for knowledge sharing & career development
- Enhancing placement cell activities
- Introduction of new practices for IQAC that are identified on need basis.
- Organizing yearly events to improve industry, institute and stakeholders co-operation.

Sd-/-----

Dr. A. Uma, Professor & Head
Member Secretary, IQAC

Sd-/-----

Dr. R. Jeya shakila, Dean &
Chairperson, IQAC

(iii) College of Fisheries Engineering, Nagapattinam

The II quarterly meeting of IQAC conducted on 03.06.2024 at 3.00 PM in the conference hall at CoFE. The following faculty members were present in the meeting.

- | | |
|------------------------|----------------------------|
| 1. Er. D. Babiyola | 7. Dr. M. Kamalakannan |
| 2. Dr. D. Kesavan | 8. Er. R. Rengarajan |
| 3. Dr. P. Karthickumar | 9. Dr. R. Thiyagu |
| 4. Er. S. Monikandon | 10. Er. S. N. Kopperundevi |
| 5. Dr. M. Ramar | 11. Er. R. Shawmiya |
| 6. Er. C. Mercy Amrita | 12. Mr. G. Radhakrishnan |

The following points were discussed in the meeting

- All faculty members were instructed to prepare their course theory/practical manuals or book materials both in English and Tamil. Additionally, everyone must submit the title and expected date of completion of the course materials to ETC by 05.07.2024.
- The Heads of Departments were instructed to request faculty members to apply for accreditation from the National Accreditation Board for Testing and Calibration Laboratories (NABL) for their laboratories and to outline the necessity of the labs.

- All faculty members were instructed to form a like-minded team and develop a project proposal for PMMSY, focusing on engineering interventions in fisheries.
- The Heads of Departments were instructed to request faculty members to submit the title and date of training/workshop programs for farmers and students to the Extension Coordinator.
- The Heads of Departments were instructed to request faculty members to submit the title and date of extension activity programme given in the EEC format to the Extension Coordinator.
- Er. S. N. Kopperundevi, Assistant Professor (c) and member of IQAC will conduct the IQAC meetings starting on next quarter. These meetings will align with the monthly meeting on the first Friday of the second month of each quarter. The minutes must be submitted to the undersigned by the following Monday. Also, Mrs. M. Sarathi Devi, typist (c) have to collect details from all faculty and the Deans Office for the IQAC report prescribed by the University and submit it to member of IQAC. Er. S.N. Kopperundevi will then thoroughly verify the IQAC report and promptly submit it to the ETC coordinator each quarter without delay for further processing.

Sd/------

Dr. P. KarthickKumar, Assistant Professor &
Member Secretary, IQAC

Sd/------

Dr. Mohammed Tanveer, Dean &
Chairperson, IQAC

(iv) Dr. M.G.R. Fisheries College & Research Institute, Thalainayeru.

The Second quarterly meeting of IQAC was held on 08.04.2024 at 10.00 am in Dr. M.G.R Fisheries College and Research Institute, Thalainayeru, to discuss about the action plan for the Second quarter of 2024 (April to June) and effective functioning of IQAC. Dr. S. Balasundari, Deani/c., Dr. MGR FCRI, Thalainayeru, assessed the completion of proposed activities for January to March 2024.

Education Quality Assurance Committee (EQAC)

- Spoken English class will be arranged for the benefit of I year B.F.Sc. with an English lecturer, Mrs. Geetha from EGS Pillai Engineering College, Nagapattinam. The class will be arranged in the last week of April 2024.
- Schedule will be prepared to utilize the language laboratory efficiently by the students from June 2024 by giving the training to the students to operate the language software.

- Class committee meetings will be conducted for II and V semesters for pre-mid-term evaluation.
- Pre-mid term feedback will be collected for II and V semesters
- Parent-teacher meetings will be conducted for 4-year batch students

Training Quality Assurance Committee (TQAC)

- Distributing pamphlets regarding upcoming training programmes.
- Preparation of III Quarter training calendar.
- Organizing committed need-based training programmes for the second quarter.

Research & Development Committee (R & D)

- To conduct a lecture on the "Blended Learning Program" to the staffs during May 1st week 2024.
- A lecture on "Available Research Grants and Schemes for the teaching staffs" will be conducted in the 4th week of May 2024.
- To facilitate the students for Summer internship programs.
- To organize a Hackathon event on idea presentation at the National Level to commemorate World Environment Day on 6th June 2024.

Administrative Quality Assurance Committee (AQAC)

- The lectures on e-tender and Administrative rules will be executed.

Sports and Co-curricular Development Committee (SCDC)

- Facilitating students to participate in FISFEST and FIZOREE 2024 Competition.
- Conducting competitions and awareness talk on Commemoration World Health Day 2024.
- Organizing series of Matches (Outdoor games- Cricket, Volleyball, Football, Basketball, Throw ball, Tennikoit & Indoor games- Chess, Carom and table tennis) for the students.

Placement and Business Promotion Committee (PBPC)

- To conduct a students motivation program on the topic "Banking sector role in aquaculture industry on 16.05.2024 by Mr. Karumalaikannan, Deputy Manager, SBI, Trichy through online mode.
- To organize a skill development program on Communication Skills, Interpersonal relationships and the English language for all batches on 20.06.2024 by the leading HR programmer.

Sd/------

Dr. V. Alamelu, Assistant Professor & Head
Member Secretary, IQAC

Sd/------

Dr. S. Balasundari, Dean &
Chairperson, IQAC

(v) Institute of Fisheries Biotechnology, Vaniyanchavadi

The 2nd quarterly meeting of Internal Quality Assurance Cell (IQAC) of TNJFU-Institute of Fisheries Biotechnology (IFBT), OMR campus, Vaniyanchavadi, Chennai-603103 was held on 03.05.2024 at 11.00am 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.N. Hemamalini, Member (IQAC) and Assistant Professor (C), TNJFU-IFBT

The following agenda were discussed during the meeting

Agenda 1: Arranging awareness programmes for the benefit of students

Agenda 2: Encouraging exchange programmes between institutions and industry

Agenda 3: Syllabus revision

Agenda 4: Organizing Parent-Teacher meetings

Others

It was decided to organize an 'Entrepreneurship Workshop' for the benefit of non-fisheries graduates

Sd-/-----

Dr. K. Kumanan, Officer i/c.,
Member Secretary, IQAC

Sd-/-----

Dr. S. A. Shanmugam
Chairperson, IQAC

(vi) Institute of Fisheries Postgraduate Studies, Vaniyanchavadi

The second meeting of the Internal Quality Assurance Cell (IQAC) of TNJFU-Institute of Fisheries Postgraduate studies (IFPGS), OMR campus, Vaniyanchavadi, Chennai-603103 was held on **03.05.2024** at **11.30 a.m** at the TNJFU OMR campus.

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

1. Dr. S. A. Shanmugam, Chairman (IQAC) and Dean, Basic Sciences, IFPGS
2. Dr. P. Sriram, Member Secretary (IQAC), TNJFU-IFPGS
3. Dr.E.Suresh, Member (IQAC), Assistant Professor (FGB), TNJFU-IFPGS

4. Dr. Amit Ranjan, Member (IQAC) and Assistant Professor, TNJFU-IFPGS
5. Mr. U. P. Shankar, Member (IQAC) and AO, TNJFU OMR Campus
6. Mrs. N. Kalaiselvi Member (IQAC) –Alumni, TNJFU-IFPGS

The chairman (IQAC) and the Dean (Basic Sciences), IFPGS welcomed all the members. The member secretary apprised the members about the proceedings of the first meeting held on 10.01.2024.

The following agenda were discussed:

Agenda 1. Encouraging the exchange programme between institution and industry

Agenda 2. Organizing bioinformatics training programme - It has been proposed to organize a two days training programme on bioinformatics as a research tool in research for which necessary steps are being taken to seek necessary permission and chalk out training schedule which will be useful for the faculty and the Postgraduate scholars.

Agenda 3. Reviewing on conduct of Journal club to identify strengths to maintain and areas for improvement to enhance the overall effectiveness of the journal club in fostering critical engagement with scholarly literature

Sd/------

Dr. P. Sriram, Professor & Head (c) &
Member Secretary, IQAC

Sd/------

Dr. S. A. Shanmugam, Dean &
Chairperson, IQAC

(vii) TNJFU, Fisheries Business School, OMR Campus, Chennai

The second meeting of the Internal Quality Assurance Cell (IQAC) of TNJFU – Fisheries Business School, Muttukadu, ECR, Chennai – 603112, planned to be held on 02.05.2024 at 11:00 am at the TNJFU – IFPGS, OMR campus.

The IQAC discussed the agenda below:

- Intensify placement activities by strengthening contact with various fisheries national and MNCs for the passed-out students.
- Beginning the process of forming an Institute Innovation Council (IIC)
- Initiate the process of obtaining All India Survey on Higher Education (AISHE) code.
- Working on accreditation process of AICTE for BBA and MBA (FEM) programmes.

- Conducting career awareness programs at schools and colleges of Chengalpattu and Southern Chennai
- Encouraging students and teachers for obtaining patent which has immediate commercial application in fisheries and allied sector.

Sd/------

Dr. V. Nagajothi, Program Director &
Member Secretary, IQAC

Sd/------

Dr. S. A. Shanmugam, Dean &
Chairperson, IQAC

(viii) College of Fish Nutrition and Food Technology, Madhavaram

The External Quality Assurance Cell meeting for the Second Quarter was conducted at the College of Fish Nutrition and Food Technology, Madhavaram Milk Colony campus, Chennai on 30.04.2024 at 11.00 a.m. through hybrid mode. The following members were present during the meeting.

1. Dr. Usha Antony, Dean and Chairman
2. Dr. N. Ramasubramanian, External Member, Food Technology Consultant and Food Safety Auditor (Online)
3. Prof. A. Uma, Member, informed that she could not attend the meeting as she had to attend a University meeting at FC&RI, Ponneri.
4. Dr. R. Brimapureeswaran, Member and Assistant Professor
5. Mr. N. Hemanathan, IV year student B.Tech. (Food Technology)
6. Ms. G. Kayalvarsha, IV year student B.Tech. (Food Technology)

The agenda of the meeting is enclosed. The following points were discussed and deliberated upon and the points for action were given.

a. Teaching/Learning

1. Students' feedback from B.Tech. Food Technology 2021 batch for V semester will be collected.
2. Faculty are to prepare subject course file containing syllabus, lesson plan, test schedule, term test and mark statement and also practical course file containing list of experiments and submit to the Batch Coordinators, who in turn have to submit it to the Dean.
3. External member and Alumni representative suggested that Spoken English and Personality Development class for the students need to be conducted.

- a. To identify the students with difficulties to read and write the English language and arrange experts to conduct the basic spoken English class.
- b. To encourage the students to prepare on a topic and make a presentation using PowerPoint for 4 minutes for each subject. A video recording may be done for self assessment and improvement.
- c. Dr. R. Brimappureswaran, Assistant Professor to contact Ms. P. Anitha Ramesh, M.A., M.Ed., who will take class for Spoken English as a visiting faculty.
4. Awareness program to be conducted for GATE/IELTS and ICAR examinations
5. The Dean, CFNFT, suggested that Mr. G. Balaji– may be invited to give guest lecture for FSSAI, GATE, Interview and Mr. A. Aswin–for CFTRI Entrance exam preparation.
6. To organize workshop/training to help students face group discussion and personal interview during placement.
7. FSSAI license for NADP laboratory and hostel Mess is to be obtained at the earliest.
8. Faculty should continue their regular short test/quiz at the end of completion of each unit to help students to improve their learning.
9. It is necessary to plan to purchase new college bus for student internship and Industrial tour.
10. Student's representative suggested improvement of facilities in the Laboratories.
11. The status on the certificates for the students with highest OGPA of batch of 2018 - 19 who passed out was requested by Mr. A. Jefrin. The Dean reported that the matter has been followed up in the university would be issued soon.

Sd/------

Dr. A. Uma, Professor & Head &
Member Secretary, IQAC

Sd/------

Dr. Usha Antony, Dean &
Chairperson, IQAC

(ix) TNJFU-Directorate of Incubation and Vocational Training in Aquaculture, Muttukadu

The second quarterly meeting of TNJFU-DIVA Muttukadu was conducted on 05.04.2024. The following members participated.

Attendees:

- Dr. K. Ravaneswaran, Director i/c., and Chairperson of IQAC, DIVA
- Dr. E. Prabu, Assistant Professor and Member Secretary of IQAC, DIVA

- Thiru. K. Dhanabalan, Senior Administrative Staff and Member of IQAC, DIVA
- Dr. Imran Khan, Aqua Nutritionist, Cargill Aquaculture, India and External Expert of IQAC, DIVA
- Dr.K.Abarna, Assistant Professor (C), Assistant Professor and Member of IQAC, DIVA
- Ms.K.N.Krishnaveni, Assistant Professor (C), Assistant Professor and Member of IQAC, DIVA
- Mr.A.Monishkumar, Assistant Professor (C), Assistant Professor and Member of IQAC, DIVA
- Ms. Nithya Sree, B.Voc Student and Member of IQAC, DIVA

Agenda Items and Discussions:

1. Curriculum Update and Revision

Dr. K. Ravaneswaran emphasized the importance of regularly updating and revising the curriculum to include the latest advancements in fisheries science and technology. Dr. E. Prabu proposed including modules on climate-resilient aquaculture practices.

2. Faculty Development Programs

The need for organizing workshops, seminars, and training programs for faculty to stay current with teaching methodologies and industry trends was highlighted by Dr. K. Ravaneswaran. Dr. Imran Khan

3. Promotion of Research Activities

Dr. E. Prabu stressed the importance of promoting research activities among students and faculty by providing grants and resources. Ms. Nithya Sree suggested involving students in small-scale research projects.

4. Academic Counselling and Mentoring Services

Thiru. K. Dhanabalan suggested enhancing academic counselling and mentoring services to support student development.

5. Upgrade of Laboratory Facilities

Dr. Imran Khan presented the need for modernizing laboratory facilities with new equipment for advanced research in genomics and nutrition.

6. Industry Partnerships

Dr. K. Ravanewaran discussed the development of partnerships with fisheries industries for internships, training, and placement opportunities. Dr. Imran Khan suggested formalizing these partnerships through MoUs.

7. Feedback Mechanism

The implementation of a robust feedback mechanism from students, alumni, and industry partners was proposed by Dr. Imran Khan. Digital tools for anonymous feedback collection and analysis were considered.

8. Extracurricular and Co-curricular Activities

Ms. Nithya Sree emphasized the importance of promoting extracurricular and co-curricular activities to enhance overall student development. Ideas for clubs and societies focused on various interests were discussed.

9. E-learning Platforms and Digital Resources

Dr. E. Prabu highlighted the need to incorporate e-learning platforms and digital resources in the teaching-learning process. Partnerships with online education providers were discussed.

10. Sustainability and Environmental Conservation

Dr. Imran Khan emphasized integrating sustainability and environmental conservation topics into the curriculum. A mandatory course on sustainable aquaculture practices was proposed.

Sd/------

Dr. E. Prabhu, Assistant Professor &
Member Secretary, IQAC

Sd/------

Dr. K. Ravanewaran, Director &
Chairperson, IQAC

**(x) Directorate of Vocational and Incubation Training in Fisheries
Ramanathapuram**

The IQAC monthly meeting was conducted on 14.06.2024. The Chairperson Dr. N. Neethiselvan, inaugurated the meeting, Mr. M. Kalaiarasan, Assistant Professor, and Mr. A. Vijayakumar, Assistant and the students were attended the meeting.

The following points were discussed as follows:

- Additional teaching staff requirements for the discipline of Nautical and Fisheries Resource /Fisheries Environment
- Hostel facility
- Allocation of 10 additional seats (20% of the total allocation of 50 students) for Fishermen Wards during the academic year 2024-25.

Sd-/-----

Mr. M. Kalaiarasan, Assistant Professor &
Member Secretary, IQAC

Sd-/-----

Dr. N. Neethiselvan, Principal i/c.,
Chairperson, IQAC

Sd-/-----

Dr. Cherly Antony,
Director of Research i/c., &
Member Secretary, IQAC
TNJFU, Nagapattinam