



**Minutes of the  
15<sup>th</sup> Meeting of Planning & Monitoring Board (PMB)**

**Held on :** 23-06-2023 (Friday)

**Time:** 11 a.m.

**Venue:** Conference Hall, HHO, Guindy.

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Mr. Ashok Verghese, Pro Chancellor chaired the meeting.

**Members present:**

S.No.	Members	Designation	Position
1.	Dr. Aby Sam	Executive Director	Member
2.	Dr. S. N. Sridhara	Vice-Chancellor	Chairperson
3.	Dr. R.W. Alexander Jesudasan	Pro Vice Chancellor	Member
4.	Dr. V. N. Rajasekharan Pillai	Former UGC Chairman and Former Vice Chancellor of IGNOU, Cochin.	Expert of Eminence Member (Online)
5.	Rev. Fr. Dr. Xavier Alphonse	Former Principal, Loyola College, Chennai and Former UGC Member	Expert of Eminence Member
6.	Dr. Pon. Ramalingam	Director - IQAC	Member
7.	Dr. N. Manoharan	Director – Projects & International Affairs (i/c)	Member
8.	Dr. A. Senthil Kumar	Director - Research	Member
9.	Dr. Angelina Geetha	Dean - Engg. & Tech.	Member
10.	Dr. SheebaChander	Dean - SPADE	Member
11.	Dr. Muthukumar Subramanian	Registrar	Ex-Officio Secretary

Leave of absence granted to Dr. Anand Jacob Verghese, Chancellor and Dr. M. P. Poonia, Former Vice Chairman, AICTE.



The Registrar welcomed the esteemed members to the 15<sup>th</sup> Meeting of the Planning and Monitoring Board.

The Vice Chancellor introduced the new members of the Planning and Monitoring Board Dr. Muthukumar Subramanian, Registrar, Dr. A. Senthil Kumar, Director – Research and Dr. N. Manoharan, Director – Projects to the External Members.

The Registrar invited the Pro Chancellor to deliver the opening remarks

## 1. **Opening remarks by the Pro Chancellor.**

- The Pro Chancellor Mr. Ashok Verghese extended a warm welcome to the external members.
- The Pro Chancellor informed the changes in the Management Structure to the members of the Planning and Monitoring Board.
  1. Dr. Mrs. Elizabeth Verghese, as Founder Chancellor.
  2. Dr. Anand Jacob Verghese, as Chancellor.
  3. Mr. Ashok Verghese, as Pro Chancellor.
- He informed that our Founder Chancellor Dr. Elizabeth Verghese and Advisor Dr. A. Sivathanu Pillai were honoured by the Rotary International Club with Life time achievement Awards. The members congratulated the Founder Chancellor and Dr. A. Sivathanu Pillai for this great accolade.

The Pro Chancellor highlighted the following.

- Nine B.Tech programmes of HITS have got accredited by IET (The Institute of Engineering and Technology). The Pro Chancellor acknowledged the hard work of our faculty members during the last three years. He informed that a celebration has been planned in the next week to commemorate this achievement and invited the External Members to attend the celebration.
- The admission team is working with a target of admitting 4,000 students for the coming AY 2023-24.



- The NAAC Peer Team visit is expected to take place in the month of July 2023. Hence, he instructed to arrange all the required documents so that we obtain A++ rank.

**2. Address by the Vice Chancellor.**

The Vice Chancellor briefed the agenda of the meeting and requested the members to provide productive suggestions and guidance towards achieving higher levels of excellence in the coming days.

**3. Confirmation of the Minutes of the 14<sup>th</sup> Meeting of Planning and Monitoring Board held on 16-06-2022.**

*The Minutes of the 14<sup>th</sup> Meeting of Planning and Monitoring Board was confirmed by the members.*

**4. Action Taken Report on the Minutes of the 14<sup>th</sup> Meeting of Planning and Monitoring Board held on 16-06-2022.**

*The ATR was confirmed by the members with the following suggestions*

- It was suggested by Dr. Aby Sam, Executive Director to ensure that all degree programmes get filled up with a minimum of 60%, in order to get good score in the accreditations by NBA and other bodies. Dr. Pon Ramalingam, Director, IQAC informed that the admissions to most of the programmes during the AY 2022-23 was more than 60 % but it was not the same in the previous years. Dr. Angelina Geetha, Dean E&T informed that AICTE approvals are given only with major programme names not with specializations. Hence, the admission of all specializations under a degree can be taken into account cumulatively.
- The Executive Director advised to increase the number of publications to 1,000 for getting QS world rankings. The Director IQAC informed that HITS would reach 1,000 publications in the last five years term starting from 2017 till 2023, hence we can participate in the QS world ranking in the coming academic year.
- The Pro Chancellor suggested to obtain other international rankings too.



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INSTITUTE OF TECHNOLOGY & SCIENCE  
(DEEMED TO BE UNIVERSITY)

- The Executive Director pointed out that i) Less number of Ph.D Supervisors and Scholars ii) Less number of publications by faculty members and students iii) Lack of standard LMS with good number of video lectures by our faculty members iv) Limited Consultancy and Research funding, were the four factors attributed for reduction of previous NAAC / NIRF scores. Hence, he suggested to focus on these four important aspects to get higher scores in the upcoming NAAC / NIRF committee visits.
- The Pro Vice Chancellor suggested to include CODE as a separate entity for NAAC.
- The Vice Chancellor recommended the following for improving the standard of teaching and learning process.
  - Our Faculty members can register as instructors on the SWAYAM portal and deliver lectures to show case our potentials.
  - Also can publish E-books / Open Source materials on the AICTE portal which are all being accessed by the learners across the globe, and can get very good honorarium for publishing books too.
- He encouraged sending more number of faculty members for Quality Improvement Programme (QIP) programs and also to apply for QIP centre to conduct QIP at HITS.
- The Vice Chancellor further suggested that the percentage of Faculty with Ph.D can be increased to more than 60%. Our faculty members can also pursue part time Ph.D at premier institutions such as IIT, IISc, Etc.
- It was advised by the Executive Director to constitute a committee with senior faculty members to augment research and development initiatives in the campus. He also suggested that faculty should be motivated to create and upload more LMS and online learning materials in the NAAC approved portals like SWAYAM, NPTEL etc, for better scores in NAAC.
- The Pro Chancellor encouraged to get more industry experts as Professor of Practice to handle sessions to our students. The Vice Chancellor informed that



we need to identify right persons from the 3,000 profiles which are available on the portal. The Pro Chancellor insisted to form a team to recruit Professor of Practice at the earliest.

- It was suggested by the Director- Projects to mobilize more funds / donations / Corporate Social Responsibility (CSR) through our alumni for developing labs and academic blocks infrastructure.
- The Pro Vice Chancellor suggested to conduct brain storming sessions to identify our requirements to place before the Alumni to solicit their kind support.
- The Dean E & T was nominated to plan and execute i) Inclusion of Professor of Practice ii) QIP initiatives iii) Mobilizing funds through Alumni initiatives at the possible earliest.
- The External member, Rev. Fr. Dr. Xavier Alphonse informed that now a days focus of the assessment and ranking bodies are migrated from quality to quantity. Hence, he advised to take efforts to improve the quantity of important factors such as research publications, Faculty with Ph.D, and research grants, etc. He suggested evaluating the performance of the faculty periodically at three levels ie, Self-evaluation, Department level and Management level appraisals and to empower the faculty with required skills in order to improve the teaching and learning process. With regard to Alumni support, he suggested to devise a policy for the mutual benefit of Alumni and HITS.

#### **5. Infrastructure Expansions – New Buildings / New Labs / Future requirements.**

The Executive Director presented the details about the infrastructure expansions that are to take place on the campus in the near future,

- Construction works are in progress in a fast phase at Venus, Galaxy blocks and Jupiter hostel in order to provide additional classrooms at the earliest. Around 11 classrooms in Galaxy block, 18 class rooms in the Jupiter hostel and 18 classrooms in Venus blocks are being arranged and will be available for use



during the beginning of forthcoming academic year. The required class rooms and labs are also being arranged for School of Pharmacy and School of Nursing.

- Sufficient number of Faculty cabins for HODs, Professors and Asst. Professors separately are planned in every floor in the new blocks.
- The installation of Solar and Bio-gas plants is expected to get completed soon.

The Pro Chancellor suggested that the Ph.D scholars can be seated in their respective department labs / Centre's under the direct control of their supervisors.

The Pro Chancellor instructed to include the cost of installation of Solar Energy systems and establishing Food Courts in the floors in the budget of AY 2023-24.

The members suggested to provide sophisticated waiting hall with all amenities such as Audio Visual and rest rooms for the parents and visitors who come for admissions in order to improve admissions.

## 6. Rankings, Accreditations and Statutory status – NAAC / NBA / IET.

### 6.1 NAAC

The Director, IQAC presented the following Milestones of the NAAC accreditation process.

S. No	Details	Compliance Status
1	Submission of Revised IIQA	14.02.2023
2	Approval of IIQA	20.03.2023
3	Internal Review of SSR	01.04.2023, 03.04.2023, 04.04.2023 & 06.04.2023
4	External Review of SSR	10.04.2023
5	Submission of SSR	25.04.2023
6	Student Satisfaction Survey (SSS)	27.04.2023 to 26.05.2023
7	INFLIBNET – Research Publication Verifications	04.05.2023 to 11.05.2023
8	DVV Clarifications generated	13.05.2023



9	DVV Response submitted	28.05.2023
10	Pre-Qualifier Report (Expected)	20.06.2023
11	Peer Team Visit (Expected)	27.07.2023

- He requested all the in-charges to arrange the required documents with regard to departments, labs, infrastructure, library, teaching and learning, research, placements, extracurricular activities etc., in advance.
- The Executive Director suggested to prepare a check list and to guide all stakeholders to get ready accordingly, in advance, to avoid tension at the eleventh hour.
- The Pro Chancellor urged to appoint HOD, Dept. of Bio Technology to take care of department activities at the earliest.

## 6.2 The NIRF – 2023 Ranking comparison.

Dr. Angelina Geetha, Dean - E & T, presented the following NIRF comparison.

HITS	NIRF RANK-2019	NIRF RANK-2020	NIRF RANK-2021	NIRF RANK-2022	NIRF RANK-2023
OVER ALL	151-200	NOT RANKED	NOT RANKED	151-200	151-200
UNIVERSITY	101-150	NOT RANKED	151-200	101-150	101-150
ENGINEERING	95	107	172	152	101-150
MANAGEMENT	NOT RANKED	NOT RANKED	NOT RANKED	102-125	101-125
ARCHITECTURE	NOT RANKED	20	NOT RANKED	27	NOT RANKED
RESEARCH	NA	NA	NOT RANKED	NOT RANKED	NOT RANKED
INNOVATION	NA	NA	NA	NA	101-150

The Executive Director advised the Dean – SPADE to make a survey of other Schools of Architecture and take effort to participate in the NIRF rankings in the coming year.



### 6.3 NBA accreditation for four programmes – proposed.

- Dr. Angelina Geetha, Dean - E & T, informed that the application process for NBA accreditation of following 4 programmes is in progress.

1. MBA
2. MCA
3. M.Tech. Aeronautical Engineering
4. B.Tech. Biotechnology

#### Proposed Deadline

- Submission of pre qualifier : 10-7-23
  - Submission of SAR : 14-8-23.
- The Pro Chancellor suggested to include B.Des – Interior Design also for NBA accreditation.

*These matters were confirmed by the members.*

### 7. New programmes to be launched in the AY 2023-24.

The Registrar presented the list of new programmes to be launched in the AY 2023-24.

#### a) UG Programmes for (3 Years)

S.NO.	New Programme	Industry Collaboration	Approved Intake
1.	B.Sc. - Computer Science.	In collaboration with IBM	60
2.	B.Sc. - Product Design.		30
3.	B.Sc. - Industrial Design.		30
4.	B.B.A - Digital Marketing.	In collaboration with IBM	30
5.	B.Voc - Aircraft Maintenance.		30
6.	B.Voc - Automobile Servicing Technology.		30
7.	B.Voc - Media Production.		30
8.	B.Voc - Food Processing Technology.		30
<b>Total</b>			<b>270</b>



<b>b) UG Programme for (4 Years)</b>			
<b>S.NO.</b>	<b>New Programme</b>	<b>Industry Collaboration</b>	<b>Approved Intake</b>
1.	B. Pharm (Bachelor of Pharmacy). (Approved by PCI)		60
2.	B.Sc. Nursing ( Applied to DME for approval)		60
<b>Total</b>			<b>120</b>

<b>c) PG Programmes for (2 Years)</b>			
1.	M.Sc. - Computer Science.	In collaboration with IBM	30
2.	M.Sc. - Data Science.	In collaboration with IBM	10
3.	M.Sc. - Nano Science and Technology	Offered by CENCON & Dept. of Physics	10
4.	M.Sc. - Food Technology	Industry Integrated	30
5.	M.B.A (Aviation Safety Management)	In collaboration with Airbus & ENAC, France	30
6.	M.A. - Christian Studies. (Under preparation)		20
<b>Total</b>			<b>130</b>

<b>d) PG Programme – Sports (2 Years)</b>			
1.	Master of Sports Management		30
<b>Total</b>			<b>30</b>

<b>e) PG Diploma Programmes (1 year)</b>			
1.	PG Diploma in YOGA		30
2.	PG Diploma in Strength and Conditioning for Sports		30
<b>Total</b>			<b>60</b>

*This matter was confirmed by the members with the following comments.*

- The Executive Director urged to complete the formalities such as signing MoU's with industries, obtaining AICTE approval etc, for launching B.Voc programmes in the coming AY 2023-24.



- The Director- IQAC suggested to complete the application process for launching B.Sc. Nursing programme. The Registrar informed that the additional documents requested by Director of Medical Education (DME) are being arranged and the same will be submitted by last week of June 2023.
- The Pro Chancellor suggested to form a team for exploring the possibilities of introducing specializations on Quantum Technologies. The Pro Chancellor informed that M.A. Christian Studies will be offered at HITS from the AY 2023-24. We should create opportunities for overseas students to join in the program, he opined.

## 8. **Appointments of Administrative and Faculty members.**

The Registrar presented the list of Faculty and Administrative members appointed during 2022-23.

*The appointments were confirmed by the members with the following suggestions.*

- The External Member Rev. Fr. Dr. Xavier Alphonse suggested to analyze the faculty retention rate in order to maintain required faculty count.

## 9. **Research – Status and Strategies.**

A detailed report on Research status and strategies was presented by Dr. A. Senthil Kumar, Director – Research.

*This matter was confirmed by the members with the following suggestions.*

- The Pro Chancellor emphasized that our faculty members are to be motivated to obtain more research grants / funds from all possible funding agencies DST, MODROBS, DRDO etc, and also the research office to guide the faculty and research scholars to apply for Patents.
- He also suggested to revise the policy for student's research publications in order to enable PG Students and UG final year students to publish more research papers in standard / peer reviewed journals smoothly instead of pressurizing them for only in Scopus Indexed journals.



10. Activities summary of the Office of International Affairs.

Dr. N. Manoharan, Director – Projects, presented the Activities summary of the Office of International Affairs.

*This matter was confirmed by the members with following suggestions.*

- It was advised by the Pro Chancellor to include the international students pursuing their degree through CODE also to the count of International students pursuing studies in the campus.

11. **Vote of thanks.**

Dr. R.W. Alexander Jesudasan, Pro Vice Chancellor delivered the vote of thanks. He thanked the Management, External and Internal members of the Planning and Monitoring Board for their valuable suggestions and guidance for improving all activities of the University to a greater level.

A handwritten signature in blue ink, appearing to read 'Muthukumar Subramanian'.

**Dr. Muthukumar Subramanian**  
**Registrar**

Copy to all members