



**Minutes of the**  
**27<sup>th</sup> MEETING OF THE BOARD OF MANAGEMENT**

**Held on** : 28-04-2023 (Friday)  
**Time** : 11.00 a.m.  
**Venue** : Board Room, 6<sup>th</sup> Floor, Founder's Block.

**MEMBERS PRESENT:**

S.No.	Name of the Members	Designation	Position
1.	Dr. Anand Jacob Verghese	Chancellor, HITS	Patron
2.	Mr. Ashok Verghese	Pro Chancellor, HITS	Patron
3.	Dr. Aby Sam	Executive Director, HITS	Member
4.	Dr. S. N. Sridhara	Vice-Chancellor, HITS	Chairperson
5.	Dr. R.W. Alexander Jesudasan	Pro Vice Chancellor, HITS	Member
6.	Dr. S. P. Thyagarajan	Former VC of Madras University and Chancellor of Avinashilingam University, Coimbatore.	External Expert Member
7.	Dr. S. N. Hegde	Former Vice-Chancellor University of Mysuru	External Expert Member
8.	Dr. Rajeev Ahuja	Director, IIT Ropar, Punjab.	External Expert Member
9.	Dr. C. Emmanuel	Director, Academic and Research, Gleneagles Global Health City, Chennai.	Member
10.	Dr. Annie Jacob	Director, KCG College of Technology, Karapakkam, Chennai.	Member
11.	Dr. Susan Verghese	Director, Hindustan College of Arts and Science, Padur, Chennai.	Member
12.	Dr. Sheeba Chander	Dean - SPADE, HITS	Member
13.	Dr. R. Asokan	Dean - School of Aeronautical Sciences, HITS	Member
14.	Dr. V. Preethi	Professor, Civil Engineering Department, HITS	Member
15.	Dr. Pon. Ramalingam	Registrar, HITS	Non-Member Secretary
16.	Dr. Muthukumar Subramanian	Registrar (Designated)	Special Invitee

Leave of absence granted to Mr. Enid Verghese Jacob, Deputy Director.



## **1. Welcome Note**

Dr. Pon. Ramalingam, Registrar welcomed the esteemed members of the Board of Management (BOM) to the 27<sup>th</sup> meeting and briefed the agenda of the meeting.

## **2. Opening remarks by the Chancellor**

The Chancellor extended a warm welcome to the newly inducted member Dr. C. Emmanuel, Director, Academics and Research, Gleneagles Global Health City, Chennai.

The Chancellor highlighted the following recent accomplishments.

- HITS has signed MoU's with IIT-Ropar and Gleneagles Global Health City, Perumbakkam, Chennai towards strengthening the academic and research activities of HITS.
- Got approval to start B. Pharm. (Bachelor of Pharmacy) from the Academic Year 2023-24.
- The application for launching B.Sc. Nursing degree programme (4 Years) has been submitted to the Directorate of Medical Education for commencing the programme from the Academic Year 2023-24.
- Obtained IET accreditation for Nine B.Tech programmes (Aero, Aerospace, Auto, CSE, IT, ECE, EEE, Mech and Mechatronics) for 2 years and extendable for another 3 years through satisfying the quality qualifiers.
- The NAAC-SSR (Self Study Report) for second cycle of assessment has been submitted to the NAAC successfully and DVV is in progress.

The Chancellor mentioned that there is a need to improve the teaching and learning process by developing the infrastructure, improving land utilizations and providing required facilities. He further directed to complete the approval process for Off-Campus at Padappai at the earliest possible, and expressed sincere thanks to the members of the Board of Management for their guidance and continuous support.

## **3. Address by the Vice Chancellor.**

The Vice Chancellor extended warm welcome to the members of the Board of Management.

Informed the members that Dr. Muthukumar Subramanian, Registrar (Designate) will assume office on 2<sup>nd</sup> May 2023.



The Vice Chancellor assured the Chancellor that the Off-Campus will be persuaded immediately after the NAAC accreditation.

HITS got accredited by IET for nine B.Tech. programmes initially for two years.

He added that agreement has been signed with Mastersoft for the ERP software, which is being used by many leading educational institutions and their track record has been good.

He reported that the B.Pharm. (4 year) and B.Sc. Nursing (4 year) programmes are to be launched in the coming academic year 2023-24.

#### **4. Confirmation of Minutes of the 26<sup>th</sup> Meeting of the Board of Management held on 15-12-2022.**

*The Minutes of the 26<sup>th</sup> Meeting of the Board of Management held on 15-12-2022 was confirmed with the following suggestions.*

- Prof. S. P. Thyagarajan, the External Member suggested that hiring GATE/NET/SLET qualified faculty members with a minimum of 3-4 years of experience in order to enhance the teaching and learning process and competency of students.
- Prof. S. N. Hegde, the External Member informed that though Ph.D. is not mandatory to recruit faculty at the level of Asst. Professor in Engineering disciplines, he suggested to encourage the faculty to complete their Ph.D. at the possible earliest.

#### **5. Action Taken Report on the 26<sup>th</sup> Meeting of the Board of Management held on 15-12-2022.**

*Action Taken report on the Minutes of the 26<sup>th</sup> Meeting of the Board of Management held on 15-12-2022 was approved by the members.*

- It was suggested by Prof. S. P. Thyagarajan to conduct FDPs on NEP implementations to the faculty in order to create strong knowledge on framing Curriculum and Syllabus in a better way.
- The Pro Vice Chancellor informed that efforts have been taken for conducting more FDPs internally to nurture the faculty members and also motivated faculty members to attend FDP / Workshops organized by other institutions to update the technological developments.
- It was recommended by Dr. Aby Sam, Executive Director that the faculty to attend FDPs with duration of 5 and more number of days, which can be considered for NAAC assessments and other accreditations.



- Prof. S. P. Thyagarajan suggested that the research and funded projects are to be improved.
- The members suggested that the Deans and HODs can take efforts to inculcate the habit among faculty to publish quality research papers, obtain research funds, explore the avenues of multidisciplinary research, and guide Ph.D scholars.
- The Pro Chancellor, Mr. Ashok Veghese, suggested that all the faculty with Ph.D to guide the scholars compulsorily.
- In order to enhance the quality of research, the members suggested to improve the level of evaluation process of research activities. The Vice Chancellor responded that already the Synopsis and Thesis are being evaluated by two external examiners. The copies of Synopsis and Thesis are being sent to all the examiners in advance.
- It was suggested by Dr. Aby Sam to form an external research examiners panel at each department level, involving subject experts of relevant specializations.

## 6. Item for Ratification:

Item	Decision Taken
a) Registrar placed the <b>Minutes of the 37<sup>th</sup> Meeting of the Academic Council</b> held on 20-01-2023 <i>before the Board of Management for ratification.</i>	<i>Ratified with the following suggestions:</i> <ul style="list-style-type: none"><li>• <i>The Vice Chancellor informed that faculty members are encouraged to publish good quality research papers in the journals with high impact factors and convert promising research output into patents every year.</i></li></ul>
b) The Controller of Examinations (COE) placed the details with regard to the issuance of degree certificates to, <ul style="list-style-type: none"><li>• The Students from 2019 Batch of B.Sc. Aircraft Maintenance Engineering (AME), B.Sc. Avionics, &amp; Professional Diploma programmes have completed their course after the 13<sup>th</sup> Convocation.</li><li>• The Students who cleared their arrears in the Supplementary Examinations (Conducted up to November 2022).</li></ul>	<i>Approved with the following suggestions:</i> <ul style="list-style-type: none"><li>• <i>Dr. Aby Sam, Executive Director suggested to declare the student pass percentage after the completion of revaluation and special repeat exams</i></li></ul>



S.No.	Programme	No. of candidates	<i>conducted immediately after ESE results.</i>
1.	U.G. Engineering (B.Tech. / B.Arch./ B.Des.)	50	
2.	P.G. Engineering (M.Tech. / M.Arch.)	2	
3.	U.G. Arts & Science	114	
4.	Professional Diploma	6	
<b>Total</b>		<b>172</b>	
<i>The COE placed before the Board of Management for approval.</i>			
c) The Registrar presented the list of new UG, PG and Diploma programmes to be launched in the coming Academic year 2023-24 for the approval.			<i>Approved with the following suggestions:</i> <ul style="list-style-type: none"><li>• <i>Dr. C. Emmanuel, Director, Gleneagles Global Health City suggested to sign more MoU's with specialty hospitals for providing additional practical training to the students.</i></li></ul>
d) The Registrar presented the details of Student Intake for the Academic year 2023-24 for approval.			<i>Approved with the following suggestions:</i> <ul style="list-style-type: none"><li>• <i>Dr. Susan Verghese, Director suggested to focus on School of Liberal Arts and Applied Science, in order to attain wholesome development in the institution.</i></li></ul>

## 7. Items for presentation – Research progress in the past five years.

Dr. A. Senthil Kumar, Director- Research, presented the research progress in the past five years.



- He highlighted efforts have been taken to increase the Ph.D admissions with full time / part time scholars, and to improve the research grants and consultancy.
- The members suggested to consider including Adjunct Faculty as Co-Guides for guiding the research scholars.
- It was recommended to initiate more collaborations with international institutions on research publications in order to increase the citations.
- It was suggested to target the industry professionals for registering Part time Ph.D at HITS.
- It was suggested to increase the stipend to the Ph.D scholars on par with other premier institutions, to avail JRF/NET/GATE qualified candidates.

**8. Any other items with the permission of the Chair.**

- The Vice Chancellor thanked former Registrar Dr. Pon Ramalingam for the great service rendered during the past 26 years at HITS, and informed that Dr. Pon Ramalingam has been appointed as Director-IQAC and wished him all success.
- Prof. S. P. Thyagarajan suggested conducting mock audit before the NAAC inspection. The Vice Chancellor informed that already completed two mock audits and one more audit before the committee visit.

**9. Vote of thanks**

The Pro Vice Chancellor thanked the Management for their persistent support towards the development of this institution. Extended sincere thanks to all the external members, special invitees, Vice Chancellor, Registrar, Deans and HoDs for participating in this meeting and offering valuable suggestions.

**Prof. Dr. Muthukumar Subramanian,**  
**Registrar.**

Copy to: All Members