

MINUTES OF THE MEETING
INTERNAL QUALITY ASSURANCE CELL

Date & Time: 21.09.2021 & 12.30 PM

Venue :IQAC room

Agenda:

1. Review of previous minutes of the meeting
2. Action taken report for minutes of the meeting
3. Academic Programmes
4. Students Satisfactory Survey
5. Examinations
6. Any other matters with the permission of the chair

Members:

1. Dr. M. Selvaraju, IQAC Chairperson
2. Dr. V.A. Palaniappan, Department of Tamil
3. Dr. M. Suresh Kumar, Director of Physical Education
4. Dr. P. Kathiresan, Department of Tamil
5. Dr. M. Tamilselvi, Department of Tamil
6. Dr. S. Mudiarasan, Department of Tamil
7. Dr. KT. Murugesan, Department of Tamil
8. Dr. T. R. Deivanai, Librarian
9. Mr. V. Murugesan, Office Superintendent
10. Dr. PR. Alagammai, IQAC Coordinator

Self – Financed In charges:

11. Dr. M. Mohammed Ibrahim Moosa, H.O.D of Commerce
12. Dr. A. Ramu, H.O.D of Physics
13. Mrs. S. Manjula, H.O.D. of Bank Management
14. Mr. A. Vadivel Murugan, H.O.D. of Mathematics
15. Mr. R. Raja, H.O.D. of Computer Science
16. Mr. S. Kulanthaivel, H.O.D. of English
17. Ms. M. Sharmila Devi, H.O.D. of Social Work
18. Dr. C. Kurinji, Alumni Nominee

Agenda 1: Review of previous minutes of the meeting

IQAC Chairperson welcomed the members and motivated with the words of blessings to the new academic year 2021 – 2022. IQAC Coordinator readout the minutes of last meeting and it was reviewed by the members.



Agenda 2: Action taken report for minutes of the meeting

IQAC Coordinator read out the action taken report of previous meeting.

1. Adherence of Academic calendar was reviewed and also suggested to include extension activities in calendar.
2. Feedback from Students, Parents, Faculties, Employers and Stakeholders was collected, analyzed and actions were taken.
3. Parent meeting was conducted on 25.08.2021

Agenda 3: Academic Programmes

It was resolved to revise the course book as a blue print of effective teaching, learning and continuous monitoring system with slow and advanced learner's programmes and follow up etc. The departments were also directed to conduct Student Induction Programme. It was informed that the following programmes will be conducted for students.

1. Bridge Course
2. Student Induction Programme

Agenda 4: Students Satisfactory Survey

It was resolved to verify the Mail ID of all the students for SSS and also informed to give practice to the students' access Mail regularly by giving any assignment / feedback etc.

Agenda 5: Examinations

It was resolved to conduct two internal examinations and Pre – semester examination.


Agenda 6: Any other matters with the permission of the chair

1. The Academic calendar of 2021 – 2022 was discussed.
2. To discuss AQAR of A.Y. 2021- 2022, its overall analysis and identifying areas for improvement.
3. To discuss NIRF of 2021 – 2022.
4. Collect data's for AISHE of 2021 – 2022.

IQAC Coordinator delivered vote of thanks.


IQAC Co-ordinator




Principal

MINUTES OF THE MEETING
INTERNAL QUALITY ASSURANCE CELL

Date & Time: 08.12.2021 & 2.30 PM

Venue : IQAC room

Agenda:

1. Review of previous minutes of the meeting
2. Action taken report for minutes of the meeting
3. IQAC Programmes
4. NIRF
5. Any other matters with the permission of the chair

Members:

1. Dr. M. Selvaraju, IQAC Chairperson
2. Dr. V.A. Palaniappan, Department of Tamil
3. Dr. M. Suresh Kumar, Director of Physical Education
4. Dr. P. Kathiresan, Department of Tamil
5. Dr. M. Tamilselvi, Department of Tamil
6. Dr. S. Mudiarasan, Department of Tamil
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Agenda 1: Review of previous minutes of the meeting

IQAC Chairperson welcomed the members and briefed about the agenda. IQAC Coordinator readout the minutes of last meeting and it was reviewed by the members.

Agenda 2: Action taken report for minutes of the meeting

IQAC Coordinator read out the action taken report of previous meeting.

1. World Environment Day was celebrated by the Department of Social Work under the Direction of IQAC.
2. Student Induction Programme was commenced from 04.10.2021 – 06.10.2021
3. First internal examination was conducted from 11.10.2021 – 18.10.2021
4. Orientation Programme on Revised course 01.11.2021

Agenda 3: IQAC Programmes

It was resolved to organize/conduct the following programmes

1. Seminar on Entrepreneurship on institution Innovation cell
2. Seminar on Research Methodology
3. Workshop on ICT enabled tools for effective teaching and learning process
4. New Dimension of NAAC Assessment and Accreditation process


Agenda 4: NIRF

It was resolved to collect the data for NIRF with more accuracy and reinforced the need of effectual work for the same.

Agenda 5: Any other matters with the permission of the chair

1. IQAC Chairperson appreciated the criterion coordinators for their untiring work and support.
2. It was discussed about the Participate of institution Innovation cell.

IQAC Coordinator delivered vote of thanks.


IQAC Co-ordinator




Principal

MINUTES OF THE MEETING
INTERNAL QUALITY ASSURANCE CELL

Date & Time: 18.03.2022& 11.00 AM

Venue :IQAC Room

Agenda:

1. Review of previous minutes of the meeting
2. Action taken report for minutes of the meeting
3. AQAR
4. Celebration National Science Day
5. Any other matters with the permission of the chair

Members:

1. Dr. M. Selvaraju, IQAC Chairperson
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3. Dr. M. Suresh Kumar, Director of Physical Education
4. Dr. P. Kathiresan, Department of Tamil
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Agenda 1: Review of previous minutes of the meeting

IQAC Chairperson welcomed the members and briefed about the agenda. IQAC Coordinator readout the minutes of last meeting and it was reviewed by the members.

Agenda 2: Action taken report for minutes of the meeting

IQAC Coordinator read out the action taken report of previous meeting.

1. Seminar on Artificial Intelligence through Business Decision was organized by Department of Commerce on 09.11.2021.
2. Seminar on Block chain and Crypto Currency was organized by Department of Commerce in Bank Management on 11.10.2021.
3. Workshop on ICT enabled tools for effective teaching and learning process was conducted on 02.03.2022

Agenda 3: AQAR

AQAR for the academic year 2020 - 2021 was presented to the Secretary. The secretary appreciated the criterion coordinators for their comprehensive preparation of AQAR.

It was resolved to submit the same with some corrections suggested by the secretary.

Agenda 4: National Science Day

It was resolved to conduct idea generation competition for science day celebration on 28th February in order to promote creativity, problem identification skill, innovation and develop product/process to solved any problem with sustainability/fulfill societal needs.

Agenda 5: Any other matters with the permission of the chair

1. Collect data's for AISHE of 2021 – 2022.
2. NIRF Data collection, Verification and submission
3. AQAR 2021 – 2022 Data collection

IQAC Coordinator delivered vote of thanks.

mb. Jeyaraj
IQAC Co-ordinator



[Signature]
Principal