

IQAC Meeting (07.01.2021)

Minutes of the First meeting (Interim)
of our college for the Academic Year 2020-21
held on 07.01.2021 at 4.05pm in the
IQAC room of our college.

Members Present:

- | | |
|---------------------------|---------------------------|
| 1. Dr. D.S. Mahendran | <i>D.S.</i> |
| 2. Dr. T. Balu | <i>T. Balu</i> |
| 3. Dr. K. Kaliheson | <i>K. Kaliheson</i> |
| 4. Mrs. V. Shanthe | <i>V. Shanthe</i> |
| 5. Dr. C. Ramesh | <i>C. Ramesh</i> |
| 6. Dr. S. Anbarasan | <i>S. Anbarasan</i> |
| 7. Dr. C.P. Bala Krishnan | <i>C.P. Bala Krishnan</i> |
| 8. Dr. C. Velayutham | <i>C. Velayutham</i> |
| 9. Dr. S. Sivakumar | <i>S. Sivakumar</i> |
| 10. Dr. R. Muthukrishnan | <i>R. Muthukrishnan</i> |
| 11. Dr. N. Kohila | <i>N. Kohila</i> |
| 12. Dr. K. Seethalakshmi | <i>K. Seethalakshmi</i> |
| 13. Mrs. A. Kavitha | <i>A. Kavitha</i> |
| 14. Ms. S. Cyril Arun | <i>S. Cyril Arun</i> |
| 15. Ms. S. Thirusevelan | <i>S. Thirusevelan</i> |

1.01 Minutes of the Previous Meeting.

The minutes of the Previous meeting held on 11.02.2020 was read out and approved by the chairperson of IQAC.

1.02 Principal's Address.

The Principal and chair of IQAC Dr. D.S. Mahendran, discussed about the pandemic and its implication on higher education. He stressed the need for re-organizing ourselves towards the

new norms to be adopted in NAAC activities. He said that our NAAC Accreditation process would be delayed for a year due to this pandemic and we would be going for accreditation in May 2022 instead of May 2021. He advised the team to prepare the Annual Quality Assessment Report (ARAR) for the years 2018-19, 2019-20, 2020-21, 2021-22. He requested the team members to organize as many as sixteen programmes between January and April 2021. He insisted our teachers fullest co-operation as we need to complete as many as programmes as possible within the shortest duration.

1.03 Co-ordinators Address:

The co-ordinator of IQAC, Dr. T. Balu thanked the members for the successful completion of previous programmes. Also he proposed the list of programmes to be conducted by IQAC.

1.04 Programmes to be conducted by IQAC (or) Calendar of Activities for the year 2020-21:

- Resolved that each department should try to conduct atleast two online webinars State/National/International level between January 2021 and April 2021 (Due to covid online webinars are encouraged).
- Resolved to motivate the teachers to apply for Major & Minor Research Projects.

3. Resolved that IQAC should conduct atleast

15 Programmes on the following areas:

- i) one day training for Faculty members on "Discovering the Mask by building Self Esteem" - February 2021.
- ii) one day seminar for P.G. Students on effective leadership for an enlightened society - March 2021.
- iii) Seminar on Intellectual Property Rights, Entrepreneurship & Research Methodology - March 2021.
- iv) Planned to conduct community extension Programme - St. Joseph Trust, Adakala - Puhari - March 2021.

1.05. Co-ordinator's Address:

The co-ordinator of IQAC, Dr. T. Balu requested the members of IQAC to extend their full support for successful completion of the proposed programme. Dr. Anubasap, Head - Department of Chemistry insisted that our college should strictly practice some of the best practices like banning of plastic within college campus, waste water management, Rain water harvesting and installing of LED Lamps.

As there was no other issue to be discussed the meeting ended with a vote of thanks to the chair.

Dr. D. S. Mahendran
Principal & Chairperson

Dr. T. Balu
Co-ordinator

IQAC Meeting - 18.02.2021

Minutes of the second meeting (Internal) of our college for the academic year 2020-21 held on 18.02.2021 at 4.05 pm in the IQAC room of our college.

Members present

1. Dr. D. S. Mahendran
2. Dr. T. Balu
3. Dr. K. Kathiresan
4. Mrs. V. Shanmugam
5. Dr. C. Ramesh
6. Dr. S. Anubasap
7. Dr. C. Sundara Vadivel
8. Dr. C. P. Balakrishnan
9. Dr. S. Pasun Kilipandian
10. Dr. C. Velayutham
11. Dr. A. Anthonysagaya
12. Dr. S. Sivakumar
13. Dr. R. Muthukrishnan
14. Dr. D. Jim Reeves
15. Mr. S. Cyril Arup.

1.01. Minutes of the Previous Meeting:

The minutes of the meeting held on 07.01.2021 was readout and approved by the chairperson of IQAC.

1.02. Principal's Address

The principal Dr. D. S. Mahendran thanked the IQAC team and Heads of department for their able support in implementing the programme as scheduled. He requested the IQAC co-ordinator to organize an external committee meeting for this quarter. IQAC team members

discussed & clarified doubts regarding the NAAC criteria. He advised the team members to speedup the various activities of IQAC.

As there was no other issue to be discussed, the meeting ended with a vote of thanks to the chair.

1-03 Co-ordinator's Address

The co-ordinator of IQAC, Dr. T. Balu welcomed the chair and the team members. The viability of conducting scheduled programmes was discussed with the team members since due to the pandemic situation students participation was not possible. It was decided to complete the scheduled programmes in the month of March 2021.

Dr. C. Velayutham, Head-Department of computer science suggested that big dust bins may be placed in the prominent places of our college campus.

As there was no other issue to be discussed the meeting ended with a vote of thanks to the chair.

Dr. D. S. Mahendran
Chair person

T. Balu
Co-ordinator

IQAC Meeting - 01-03-2021

Minutes of the third meeting (Internal) of our college for the academic year 2020-21 held on 01-03-2021 at 4.05pm in the IQAC room of our college.

Members Present

1. Dr. D. S. Mahendran
2. Dr. K. Kalaiselvan
3. Mrs. V. Shanmugam
4. Dr. C. Ramesh
5. Dr. T. Balu
6. Dr. S. Anbarasan
7. Dr. C. Sundaravadivel
8. Dr. C. P. Balakrishnan
9. Dr. S. Parukilipandian
10. Dr. C. Velayutham
11. Dr. Anthony Sagaya Chitra
12. Dr. R. Murukrishnan
13. Dr. S. Sivakumar
14. Dr. D. Jim Reeves
15. Dr. N. Kobile
16. Dr. C. Shola Fernando
17. Dr. M. R. Karthikeyan
18. Mr. Thiruseelvan

1-01 Minutes of the Previous meeting.

The minutes of the meeting held on 18.02.2021 was readout and approved by the chair person of IQAC.

1-03 Principal's Address

The Principal on behalf of IQAC

and the college thanked the previous co-ordinator of IQAC, Dr. T. Balu for his commendable work in the past one and half years. He felt sorry for Dr. T. Balu for his inability to continue as co-ordinator due to health reasons. He welcomed the new IQAC co-ordinator Dr. Anthony Sagaya Chitra, Head - Department of Business Administration and requested all the members of IQAC to extend their fullest co-operation to her.

The Principal requested the previous IQAC co-ordinator Dr. T. Balu, to give orientation for the new IQAC action team members. He insisted the members to utilise their expertise and knowledge of Dr. T. Balu in NAAC work. He insisted that NAAC members may visit other colleges and get knowledge sharing and upskill their abilities in overall college development.

1.03 Co-ordinators Address

Dr. T. Balu thanked the chair and the team members for their able support during his tenure as IQAC co-ordinator. He handed over the charge to the new IQAC co-ordinator Dr. Anthony Sagaya Chitra, Assistant Professor & Head, Department of Business Administration. The new co-ordinator of IQAC, Dr. Anthony Sagaya Chitra thanked the chair and all the members and requested them for whole hearted co-operation for the effective functioning of the team.

She Proposed the following:

- a) Dr. C. Shola Fernando, Assistant Professor

of English and Dr. M.R. Karthikeyan, Assistant Professor of Business Administration may be appointed as Assistant co-ordinators of IQAC.

- b) The following individuals would act as the IQAC action team members:

<u>Names</u>	<u>Signature</u>
1. Mrs. A. Kavitha	Shantika
2. Ma. E. Lenin	Lenin
3. Dr. R. Maruthiah Pandian	Maruthiah
4. Dr. R. Sreedevi	R.Sreedevi
5. Dr. T. Sehar	Sehar
6. Dr. G. Vasuki	G. Vasuki
7. Dr. K. Jeyanthi Miya	K. Jeyanthi Miya
8. Dr. I. Abul Kalam Azath	I. Abul Kalam Azath
9. Dr. C. P. Balakrishnan	C. P. Balakrishnan
10. Dr. M. Jeyanthi	M. Jeyanthi
11. Dr. K. Bageerathi	Bageerathi
12. Dr. D. Bennett	D. Bennett
13. Dr. S. Shobabadevi	S. Shobabadevi

The above members whole heartedly accepted the responsibilities and agreed to discharge their duties to their fullest capacity.

Dr. T. Balu, previous co-ordinator of IQAC had a brain storming session with the action team members of IQAC.

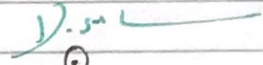
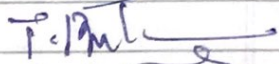
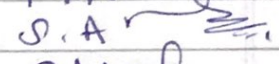
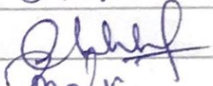
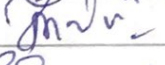
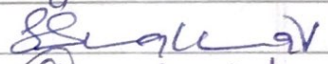
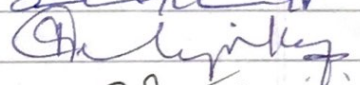
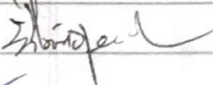
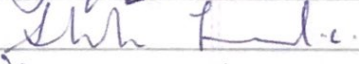
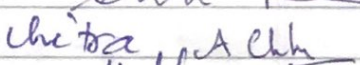
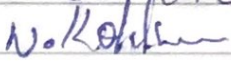
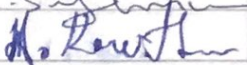
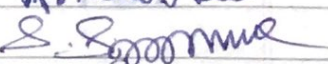
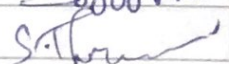
As there was no other issue to be discussed, the meeting ended with a vote of thanks to the chair.

Dr. D. S. Mahendran	Dr. T. Balu
Chairperson	Co-ordinator

IQAC Meeting - 25.03.2021

Minutes of the Fourth meeting
(Internal) of our college for the academic
year 2020-21 held on 25.03.2021 at
4.05pm in the IQAC room of our
college.

Members Present

- | | | |
|---------------------------|---|---|
| 1. Dr. D. S. Mahendran |  | ✓ |
| 2. Dr. K. Kalireson |  | |
| 3. Mrs. V. Shanithi |  | |
| 4. Dr. C. Ramesh |  | |
| 5. Dr. T. Balu |  | |
| 6. Dr. S. Anbarasan |  | |
| 7. Dr. C. Sundaravadivel |  | |
| 8. Dr. C. P. Balakrishnan |  | |
| 9. Dr. S. Sirakumar |  | |
| 10. Dr. C. Velayutham |  | |
| 11. Dr. R. Muthukrishnan |  | |
| 12. Dr. D. Jim Reeves | Silent Night |  |
| 13. Dr. M. R. Kathikeyan |  | |
| 14. Dr. C. Shola Fernando |  | |
| 15. Dr. A. Anthony Sagaya |  | |
| 16. Dr. N. Kohila |  | |
| 17. Dr. K. Senthil Kumar |  | |
| 18. Dr. A. Kavitha |  | |
| 19. Mr. Cyril Anwar |  | |
| 20. Mr. Thiruseelvam |  | |

1.01 Minutes of the Previous Meeting.

The minutes of the meeting held
on 01.03.2021 was read out and

approved by the chairperson of IQAC.

1.02 Principal's Address

The Principal and the chair of IQAC appreciated the new IQAC co-ordinator and the action team for active involvement in various college activities. He insisted upon the completion of proposed programmes before the last working day of the college 29.04.2021 since getting resource persons would be difficult as external exams would commence thereafter. He requested the heads of various departments to relieve the IQAC team members of their departments for NAAC work during office hours. He advised all the members to work as a team to complete the job successfully. He reiterated to the team members that maximum support would be extended by the top management towards our college development.

1.03 Co-ordinators Address

The co-ordinator of IQAC, Dr. A. Anthony Sagaya Chitra discussed with the action team members on various criteria of NAAC & clarified their doubts. She reviewed the proposed programmes to be organised

by IQAC. The following programmes were completed by IQAC.

- i) one day training for faculty members on "Discovering the Muse by building Self Esteem" - 15.03.2021
- ii) Guest lecture on "Intellectual Property Rights" for students - 15/3/21
- iii) one day seminar for P.G. students on "Effective Leadership for an Enlightened Society" - 16.03.2021
- iv) Guest lecture on "Protect the Environment" for students - 16/03/21
- v) Community extension Programme at St. Joseph's Hostel, Azhikalapuram - 18.03.2021.
- vi) Guest lecture on "Feel Teacher" for faculty members - 19.03.2021.

Dr. T. Balu, Head - Department of Physics proposed that our college may apply for Autonomous status since the new educational policy insists on autonomy of higher education institutions. Also he stressed upon the advantages of autonomy.

Finally the meeting ended
with a vote of Thanks.

D.S.
Dr. D. S. Mahendran
Principal & chairperson

A. Chy
Dr. Anthony Sagaya ^{Chy}
co-ordinator ^{-tra}