

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.M.</i> |
| 2. Dr. T. Balu | <i>T. Balu</i> |
| 3. Dr. K. Kalirajeson | <i>K. Kalirajeson</i> |
| 4. Mrs. V. Shanithi | <i>V. Shanithi</i> |
| 5. Dr. C. Ramesh | <i>C. Ramesh</i> |
| 6. Dr. S. Anbarasan | <i>S. Anbarasan</i> |
| 7. Dr. C. P. Balakrishnan | <i>C. P. Balakrishnan</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. Kohida | <i>N. Kohida</i> |
| 12. Dr. K. Seethikumar | <i>K. Seethikumar</i> |
| 13. Mrs. A. Kavitha | <i>A. Kavitha</i> |
| 14. Ms. S. Cyril Arun | <i>S. Cyril Arun</i> |
| 15. Ms. S. Thiruseelvan | <i>S. Thiruseelvan</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 (AQAR) for the year 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-ordinator's 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:

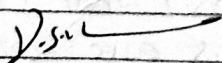
1. Resolved that each department should try to conduct at least two online webinars State/National/International level between January 2021 and April 2021 (Due to covid online webinars are encouraged).
2. Resolved to motivate the teachers to apply for Major & Minor Research Projects.

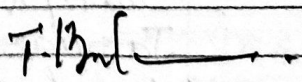
3. Resolved that IQAC should conduct atleast 15 Programmes on the following areas:
- i) one day training for Faculty members on "Discovering the Monk by building Self Esteem" - February 2021.
 - ii) one day seminar for P.G. Students on effective leadership for an enlightened society - March 2021.
 - iii) Seminars on Intellectual Property Rights, Entrepreneurship & Research Methodology - March 2021.
 - iv) Planned to conduct community extension Programme - St. Joseph Trust, Adaikala - Puham - 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. Anbarasan, 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

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 D.S.M.
2. Dr. T. Balu T. Balu
3. Dr. K. Kathiresan Kathiresan
4. Mrs. V. Shanithi V. Shanithi
5. Dr. C. Ramesh Ramesh
6. Dr. S. Anbarasan S. Anbarasan
7. Dr. C. Sundaravadivel Sundaravadivel
8. Dr. C. P. Balakrishnan Balakrishnan
9. Dr. S. Pasunakilipandian Pasunakilipandian
10. Dr. C. Velayutham Velayutham
11. Dr. A. Anthony sagaya Chitra A. Anthony sagaya
12. Dr. S. Sivakumar Sivakumar
13. Dr. R. Muthukrishnan Muthukrishnan
14. Dr. D. Jim Reeves silent night Jim Reeves
15. Mr. S. Yyil Arun S. Yyil Arun

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 Programmes
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.

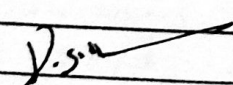
As there was no other issue to be discussed, the meeting ended with a vote of thanks to the chair.

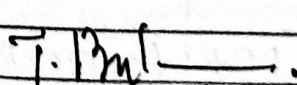
1-03 Co-ordinator's Address

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. Vekyuthram, 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


Dr. T. Balu
Co-ordinator

Minutes of the third meeting (Conferential) 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. 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. Bala Krishnan
9. Dr. S. Pasukilipandian
10. Dr. C. Velayutham
11. Dr. Anthony Sagaya Chitra
12. Dr. R. Muthukrishnan
13. Dr. S. Sivakumar
14. Dr. D. Jim Reeves Silent Night
15. Dr. N. Kohila
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 the 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. Shela Fernando, Assistant Professor

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

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

<u>Names</u>	<u>Signature</u>
1. Mrs. A. Karutha	Karutha
2. Ma. E. Lenin	Ma. E. Lenin
3. Dr. P. Maruthiah Pandian	Dr. P. Maruthiah Pandian
4. Dr. R. Sreedevi	R. Sreedevi
5. Dr. T. Sehar	T. Sehar
6. Dr. G. Vasuki	G. Vasuki
7. Dr. K. Jeyanthi Misra	K. Jeyanthi Misra
8. Dr. I. Abdul Kalam Azali	I. Abdul Kalam Azali
9. Dr. C.P. Balakrishnan	C.P. Balakrishnan
10. Dr. M. Jayanthi	M. Jayanthi
11. Dr. K. Bageerathi	K. Bageerathi
12. Dr. D. Bennett	D. Bennett
13. Dr. S. Shembagadevi	S. Shembagadevi

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

Dr. P. 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.

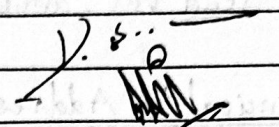
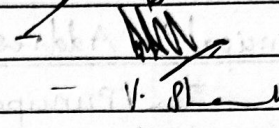
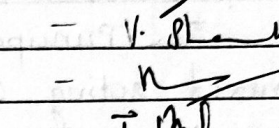
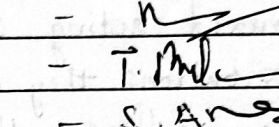
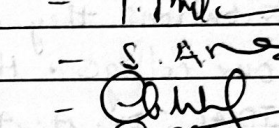
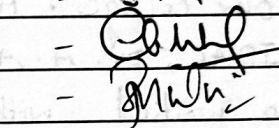
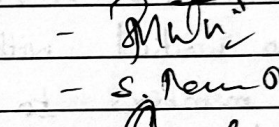
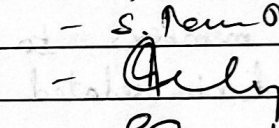
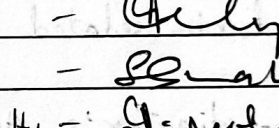
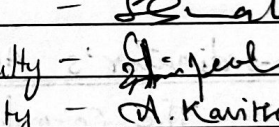
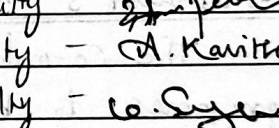
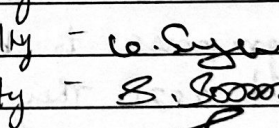
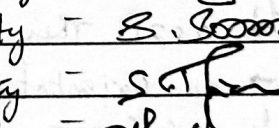
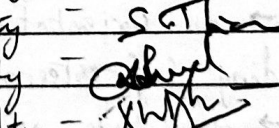
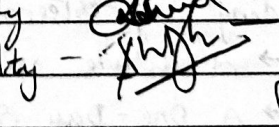
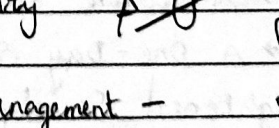
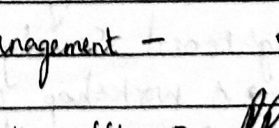
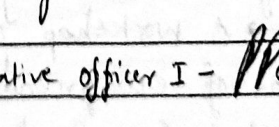
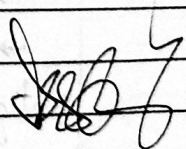
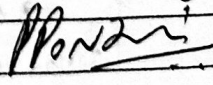
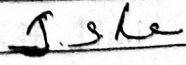
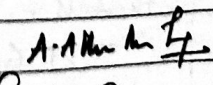
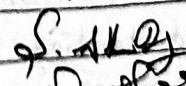
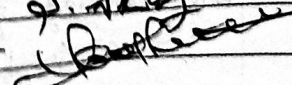
Dr. D. S. Mahendran
Chairperson

T. P. M. I.
Dr. T. Balu
Co-ordinator

IQAC Meeting (09-03-2021)

Minutes of the fourth meeting of IQAC for the academic year 2020-2021 ~~was~~ held on 9th March, 2021 at 4.05 pm in the IQAC office.

Members Present :

1. DR. D. S. Mahendran
Principal - chairperson - 
2. DR. K. Kathireson Member, Faculty - 
3. MRS. V. Shanthy Member, Faculty - 
4. DR. C. Ramesh Member, Faculty - 
5. DR. T. Balu Member, Faculty - 
6. DR. S. Anbarasan Member, Faculty - 
7. DR. C. Sundaravadivel Member, Faculty - 
8. DR. C. P. Balakrishnan Member, Faculty - 
9. DR. S. Pasunkili Pandian Member, Faculty - 
10. DR. C. Velayutham Member, Faculty - 
11. DR. S. Sivakumar Member, Faculty - 
12. DR. D. Jim Reeves Silent Night, Member, Faculty - 
13. MRS. A. Karitha Member, Faculty - 
14. DR. K. Senthil Kumar Member, Faculty - 
15. MR. S. Siril Arun Member, Faculty - 
16. MR. S. Thirusehvan Member, Faculty - 
17. DR. N. Kohila Member, Faculty - 
18. DR. M. R. Karthikeyan Member, Faculty - 
19. MR. T. Venkatramaraj
Manager, AEI - member from Management - 
20. MR. P. Pondurai
Office Superintendent, Senior Administrative officer I - 
21. MRS. Siluvai Rose Mary
Assistant, Senior Administrative officer II - 
22. MR. Allwin Asir Jebbaraj
Advocate, Nominee from Local Society - 
23. MR. S. Allen Rinas Nominee from Student - 
24. MR. A. Muthaiah Nominee from Alumni - 

25. Dr. S. Jeyakumar

Secretary, Nominee from the Employer —

26. Dr. A. Anthony Sagaya Chithra, IQAC, Co-ordinator — A. Chy

1.01 Minutes of the Previous Meeting :

The minutes of the previous meeting held on 21st March 2021 was read out and approved by the chairperson of IQAC.

1.02 Principal's Address

The Principal emphasised the responsibilities of newly annexed acting Committee members of IQAC and the vital contributions they are supposed to make for the holistic development of our college. He thanked the newly-appointed Co-ordinator of IQAC, Dr. A. Anthony Sagaya Chithra as well as the members who worked with their voluntary spirit. The Principal requested the members to take necessary efforts to bring MOUs from academic related organisations.

1.03 Co-ordinator's Address

The Co-ordinator of IQAC enumerated a list of programmes to be conducted for the month of March and April, 2021. They are,

- An Orientation programme on "Discovering the Musk by Building Self-esteem for the Faculty Members" on 15th March, 2021.
- A lecture on "Intellectual Property Rights" on 15th March, 2021.
- A One-Day Seminar on "Effective Leadership for an Enlightened Society" on 16th March, 2021.
- A workshop on "Preservation of Environment" to evoke a sense of eco-friendliness among the students in March 2021
- A Community Extension Programme, on 18th March 2021, to instil the values of humanitarianism and empathy among students.
- A Guest Lecture on "Feel the Teacher" to enhance the understanding of teaching among the students on 19th March 2021
- A Guest Lecture under the Caption "Work Ethics and

Human values" to ingrain moral rectitude and social values among students. It also promotes work ethics and professional ethics among students.

All the points were accepted by the members present in the IQAC. As there was no other issue to be discussed, the meeting ended with a vote of thanks.

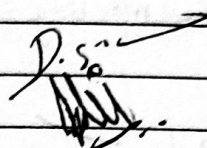
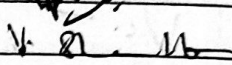
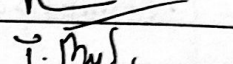
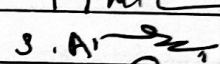
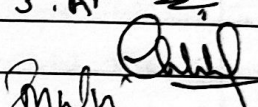
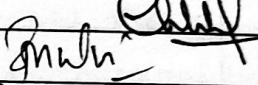
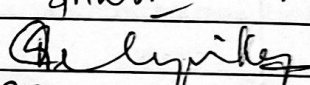
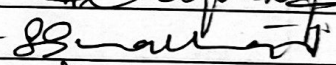
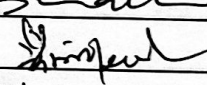
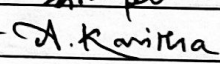
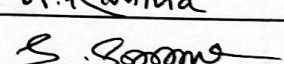
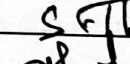
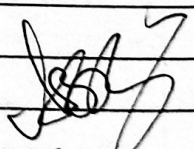
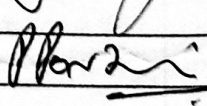
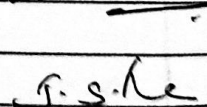
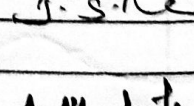
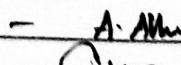
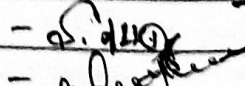
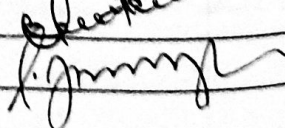
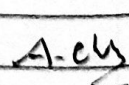
D. G. —
Chairperson

A. C. S.
Co-ordinator

IQAC Meeting (07-04-2021)

Minutes of the fifth meeting of IQAC of our College for the academic year (2020-2021) was held on 7th April 2021 at 4.10 pm in the IQAC office

Members Present :

1. DR. D.S. Mahendran,
Principal - chairperson - 
2. DR. K. Kathireson Member Faculty - 
3. MRS. V. Shanthi Member Faculty - 
4. DR. C. Ramesh Member Faculty - 
5. DR. T. Balu Member Faculty - 
6. DR. S. Anbarasan Member Faculty - 
7. DR. C. Sundaravadivel Member Faculty - 
8. DR. C.P. Balakrishnan Member Faculty - 
9. DR. C. Velayutham Member Faculty - 
10. DR. S. Sivakumar Member Faculty - 
11. DR. D. Jim Reeves Silent Night, Member Faculty - 
12. MRS. A. Karitha Member Faculty - 
13. MR. S. Siril Arun Member Faculty - 
14. MR. S. Thirusehvan Member Faculty - 
15. DR. N. Kohila Member Faculty - 
16. MR. T. Venkatramaraj
Manager, AEI - Member from Management - 
17. MR. Pondurai, Office Superintendent
Senior Administrative officer I - 
18. MRS. Siluvai Rose Mary, Assistant
Senior Administrative officer II - 
19. MR. A. Alwin Asir Jebaraj,
Advocate, Nominee from Local Society - 
20. MR. S. Allan Pians Nominee from student - 
21. MR. A. Muthaiah Nominee from Alumni - 
22. DR. S. Jeyakumar,
Secretary, Nominee from the Employer - 
23. DR. A. Anthony Sagaya Chithra, IQAC, Co-ordinator - 

1.01 Minutes of the Previous meeting:

The minutes of the previous meeting held on 9th March 2021 was read out and approved by the chairperson of IQAC.

1.02 Principal's Address

The Principal thanked the IQAC coordinator and members for the successful accomplishment of all the planned activities. He suggested some of the activities, to be conducted for the welfare of the students, regarding 'Entrepreneurship' and 'Covid-19' awareness. He motivated the IQAC team to be prepared at any time to face the NAAC with much optimism. He complimented the IQAC for their herculean task of fulfilling NAAC requirements. He also asked us to spare extra time for achieving the total success of students' employability. Lastly, the principal accentuated the importance of documentation of all the activities.

1.03 co-ordinator's Address

The Coordinator thanked the chairperson and all the members of IQAC for their seamless support and guidance which had enabled them to conduct various programmes. Then she made a list of successive programmes that are planned to be conducted in the near days. The lists of programmes are as follows:

→ A webinar on "Exploring The path for success in Entrepreneurship" to bring out innovative ideas from students and make them think about their path in life. It is expected to be conducted on 17th April 2021.

→ A webinar on "E-Content Development" to train students to equip ideas related to content development and career development in the month of April.

→ A webinar on "Covid-19" on 14th May 2021 to bring awareness among the students during medical emergency situation.

→ A lecture on "Smart City Application" to enhance digital literacy among students. As students come from rural background, this programme would bridge the gap and bound them with modern society. The IQAC is organising this programme on 18th May 2021.

→ A Webinar on "The Myth of International English Language Testing System" to enhance English language proficiency and topple over the fear of speaking second language in the month of May.

→ A Webinar on "Work Ethics and Social Responsibilities" is planned to be conducted in the month of May.

All the ideas were accepted by the members of IQAC. As there was no other issue to be discussed, the meeting ended with a vote of thanks.

D.S.
Chairperson

A.C.U.
Co-ordinator