

Minutes of the First Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 3rd of June 2019 in the Auditorium at 1:45 pm

Agenda of the Meeting

1. Steering members
2. Students Feedback
3. Internship
4. Funding Agency
5. Mentoring


The First meeting of the IQAC for the year 2019-20 was held on 03rd of June 2019 in the Auditorium at 1:45 Pm. which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were made during the meeting.

- The respective Steering members of their respective criteria took incharge
- All the Departments heads, IQAC Co-ordinator, Principal discussed about the student feedback, Internship and the funding agencies.
- All the IQAC members discussed about the agenda with the Principal
- Mentoring must to be conducted on every second and fourth Saturday of the month by the mentor

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of the role and its importance

1. Dr. Rekha Sethi(Chairman)
2. Asst. Prof. Jayapandian L.(Coordinator)
3. Asst. Prof. Tony Lazarus Prem Kumar
4. Dr. Manjula B. K.
5. Asst. Prof. Kasturi L.
6. Asst. Prof. Kalai chalvan
7. Asst. Prof. Siddarama S.
8. Asst. Prof. Ms. Roselin
9. Asst. Prof. Jean Saldanha
10. Ms. Savitha V. S. (Librarian)
11. Mr. Navendran D. (System Admin)


Asst. Prof. Jayapandian L.
IQAC Co-ordinator


PRINCIPAL
SRI BHAGAWAN MAHAVEER JAIN
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Minutes of the Second Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 26th of June 2019 in the Auditorium at 1:00 pm

Agenda of the Meeting

1. Review of IQAC meeting
2. Discussion on Formation of Committee for Certificate Courses
3. FDP and SDP to be organised
4. Guest Lectures
5. Discussion on cultural activities


The Second meeting of the IQAC for the year 2019-20 was held on 26th of June 2019 in the Auditorium at 1:00 pm. which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- Discussion on all the seven criterias
- Incharge is given to all heads of the department to form the committee for VAP and Skill development program
- Date was finalised for the organising FDP and SDP
- Each Department to conduct one guest lecture every semester
- Dates were finalised for Intra college and Inter college fest

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Minutes of the Third Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 16th of July 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. Preparation of AQAR
2. Certificate courses
3. Career guidance and value added program conducted in the academic year
4. Academic Audit
5. Mentor to Mentee

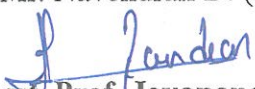
The Third meeting of the IQAC for the year 2019-20 was held on 16th of July 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- Incharge was given to the respective Departments heads and cell, forum incharge to submit their annual report to the IQAC
- Governing council has approved the proposed certificate courses
- Incharge was given to the faculty members to conduct Career guidance and value added program
- Committee has been formed for Internal Academic Audit
- The Mentor were allotted for the academic year

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IQAC Co-ordinator



Minutes of the Fourth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 24th of July 2019 in the Auditorium at 1:00 pm

Agenda of the Meeting

1. DVV guidelines
2. VAP mandatory
3. Increase in the MOU's
4. College Website

The Fourth meeting of the IQAC for the year 2019-20 was held on 24th of July 2019 in the Auditorium at 1:00 pm. which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- As per the NAAC guidelines the committee members have to submit their respective criteria in DVV format
- VAP made mandatory for the students, to attend to improve their skills
- Incharge is given to the all the heads of the department to introduce more short term courses through MOU's
- Upgradation of website has to be done

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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Minutes of the Fifth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 7th of August 2019 in the Auditorium at 1:00 pm

Agenda of the Meeting

1. National Level conference
2. BOE, BOS Letters to be submitted to the IQAC Cell
3. Discussion on ICT usage
4. Feedback from Students, Teachers, Parents, Employee, Alumni, Stakeholders has to be collected

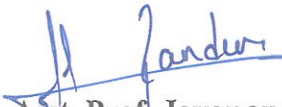
The Fifth meeting of the IQAC for the year 2019-20 was held on 7th of August 2019 in the Auditorium at 1:00 pm. which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- Incharge was given to the respective departments to organise National Level seminar
- All the BOE and BOS members to submit the letters to the IQAC
- Discussed on the use of ICT tools like Google classroom, Kahoot, Google Meet, Instagram, Youtube Channels.
- IQAC Collected the Feedback from Students, Teachers, Parents, Employee, Alumni, and Stakeholders

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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IQAC Co-ordinator



Minutes of the Sixth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 16th of August 2019 in the Auditorium at 1:00 pm

Agenda of the Meeting

1. Train the students for placement
2. Location advantage and disadvantage
3. Departments presentation
4. Discussion on Extension activities

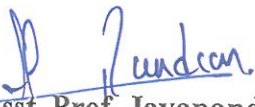
The Sixth meeting of the IQAC for the year 2019-20 was held on 16th August 2019 in the Auditorium at 1:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.


- The placement cell planned to conduct training program through the trainers.
- IQAC and Principal discussed to conduct FDP.
- The Departments heads agreed to present their PPT of the last five years.
- Planned to conducted Extension activities

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Minutes of the Seventh Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 13th of September 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. Criteria Document to be linked in the college website
2. Placement Drive
3. Criteria wise Presentation
4. Smart Class room
5. Alumni meet

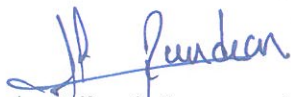
The Seventh meeting of the IQAC for the year 2019-20 was held on 13th September 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The system Admin took the responsibilities to link the documents in the website
- Date was finalised for campus drive
- The steering members decided to present their respective criteria presentation
- Planned to teach the use of smart boards with the additional softwares
- Date has been finalised for alumni meet

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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Asst. Prof. Jayapandian L.

IQAC Co-ordinator



Minutes of the Eight Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 23rd of September 2019 in the Auditorium at 1:45 pm

Agenda of the Meeting

1. Feedback
2. Advance learners and slow learners
3. Discussion on Vocational Training Program
4. Grievance details
5. Geo tag Software

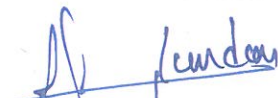
The Eight meeting of the IQAC for the year 2019-20 was held on 23rd September 2019 in the Auditorium at 1:45 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- IQAC has collected the feedback from the students and analysed
- The Heads strategised to identify advance learners and slow learners
- Grievance cell incharge has to submit the report to update in the college website
- The computer science department has decided to train how to use Geo tag software

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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Minutes of the Nineth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 1st of October 2019 in the Auditorium at 1:45 pm

Agenda of the Meeting

1. Assessment method
2. Research consultancy
3. Orientation Program
4. Awareness Program
5. IIQA

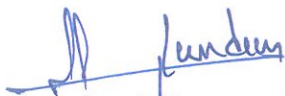
The Nineth meeting of the IQAC for the year 2019-20 was held on 01st October 2019 in the Auditorium at 1:45 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The Principal discussed about the assessment method for NAAC
- Planned to consult with consultancy for research
- Date has been finalised for orientation program for both UG and PG students
- Planned to organise legal awareness, Cancer awareness and Blood Donation camp program
- Planned to keep all the documents ready for the IIQA submission

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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IQAC Co-ordinator



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Minutes of the Tenth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 1st of October 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. Industrial Visit
2. Incentives for Faculty members
3. Final Examination
4. Time table Preparation
5. Discussed on NPTEL

The Tenth meeting of the IQAC for the year 2019-20 was held on 9th October 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The Management Studies and Science department finalised the date for their industrial visit
- College decided to continue to give incentives to the faculty members for those who published and presented the papers
- The Examination committee will follow the university norms to conduct exams
- The heads of the Department were instructed to submit the master time table
- The incharge is given to all the heads to register in NPTEL

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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IQAC Co-ordinator



Minutes of the Eleventh Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 14th of October 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. IQAC report
2. LMS
3. Cells and Forum
4. Sports Meet
5. British Library Membership

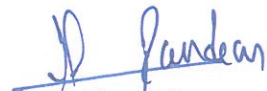
The Eleventh meeting of the IQAC for the year 2019-20 was held on 14th October 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- IQAC to be finalised the date to submit the annual report
- Flip book has to be updated in the college website
- Informed to all the cells and forum to submit the report
- The date was finalised to organised the sports meet
- The Librarian has informed to provide the information for British Library Membership

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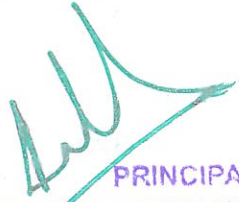
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Minutes of the Twelfth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 30th of October 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. External Audit
2. Self appraisal
3. Guest Lecture and Seminar
4. Introduce of new PG course
5. Governing Council

The Twelfth meeting of the IQAC for the year 2019-20 was held on 30th October 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The Principal discussed about the external audit with the college accountant personnel
- Informed to the IQAC cell about Self appraisal
- Planned to organise seminar and workshop
- MA Economics course approved
- Initiation of MFA course proposed
- Planned the date for the visit of Governing Council meeting

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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IQAC Co-ordinator



Minutes of the Thirteenth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 06th of November 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. SSR submission
2. IIQA
3. Student Satisfaction Survey
4. Exhibition
5. Dissertation

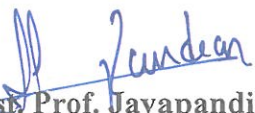
The Thirteenth meeting of the IQAC for the year 2019-20 was held on 06th November 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- Informed to all the peer team members to keep the document ready for the SSR submission
- IIQA is uploaded
- Questioners is framed for Student Satisfaction Survey
- The Science department has agreed to organise National Science Day
- The faculty members were allotted for the Dissertation

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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Minutes of the Fourteenth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 11th of November 2019 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. Final Examination
2. New format of AQAR
3. AISHE
4. Website


The Fourteenth meeting of the IQAC for the year 2019-20 was held on 11th November 2019 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The New Examination committee is formed
- Discussed on new AQAR format
- Update the College name in the AISHE Portal
- All the Criteria documents is linked in the website

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Minutes of the Fifteenth Meeting of the IQAC -2019-2020

IQAC has called for a meeting on 05th of February 2020 in the Auditorium at 2:00 pm

Agenda of the Meeting

1. Department Presentation
2. Cells and Forum
3. Academic Audit
4. Placements
5. Extension Activities

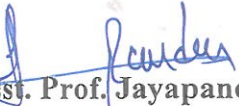
The Fifteenth meeting of the IQAC for the year 2019-20 was held on 5th February 2020 in the Auditorium at 2:00 pm. which was presided over by IQAC Co-coordinator Asst. Prof. Jayapandian L. and IQAC members

The following decisions were taken during the meeting.

- The Instruction is given by the principal to all the Heads of the department to prepare presentation
- The Cells and forum incharge submit the annual report
- The Committee has agreed to conduct the Internal Academic Audit
- Discussion on Placement for the academic year
- The Principal has instructed all the heads to carry out the extension activities for the academic year

The IQAC Co-ordinator Asst. Prof. Jayapandian L. put forth an introductory note focusing on the importance of IQAC and gave a brief account of role and its importance

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Geetha Road, Robertson, R.G.P. 585 1.

Action Taken Report -2019-2020

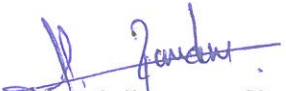
During the Academic year 2019-20 Fifteen meetings of IQAC were conducted by Asst. Prof. Jayapandian L. The IQAC members are as follows :

1. Dr. Rekha Sethi(Chairman)
2. Asst. Prof. Jayapandian L.(Coordinator)
3. Asst. Prof. Tony Lazarus Prem Kumar
4. Dr. Manjula B. K.
5. Asst. Prof. Kasturi L.
6. Asst. Prof. Kalai chalvan
7. Asst. Prof. Siddarama S.
8. Asst. Prof. Ms. Roselin
9. Asst. Prof. Jean Saldanha
10. Ms. Savitha V. S. (Librarian)
11. Mr. Navendran D. (System Admin)

The college implemented the following discussion of the IQAC

1. The NAAC SSR format was downloaded from the NAAC website and based on the criteria's hard copy was provided to the steering team members
2. The functional MOU's have been increased
3. All the Department took initiative for Industrial visit and visited various companies in and around India
4. The Department of Management Studies and Science took initiative and implemented the mandatory projects to enrich the knowledge of the students.
5. The College website was updated regularly
6. Orientation Programm was conducted for UG and PG students
7. Placement Cell has organised Campus drive in association with RATS Technologies and Pro-Edge
8. The Extension Activities and Outreach Programm are conducted
9. All the Departments conducted VAP, Skill development and Certificate Programms

10. Feedback was collected from Students, Teachers, Employee, Alumni, Stakeholders and analysed.
11. The Placement Cell provided training for the final year degree students and increased the employability for the students.
12. IQAC Conducted Two Days FDP Programm for the Faculty members.
13. The Cultural Department organised Inter and Intra college fest.
14. IQAC has collected the exit feedback from the final year students and analysed
15. Internal Academic Audit was done by IQAC
16. Members in BOE and BOS have been increased
17. New ICT Tools are used by faculty members
18. IQAC has collected the self appraisal form from teaching and non teaching staff
19. The Science Department has organised National Science Day in Association with KSTA
20. IQAC collected the students satisfaction survey
21. Mentoring was conducted on every second and fourth Saturday of the month
22. Cells and Forums conducted legal awareness, General awareness program
23. Placement Cell has organised Campus drive in association with TCS.
24. Guest Lectures were conducted by Alumni
25. SSR report was submitted in the NAAC Portal.


Asst. Prof. Jayapandian L.
IQAC Co-ordinator


Dr. Rekha Sethi
IQAC Chairman
PRINCIPAL

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