


2022-23 IQAC Meeting

Minutes of the First Meeting of the IQAC -2022-23

The First meeting of the IQAC for the year 2022-23 was held on 3rd September 2022 in the Auditorium at 11:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L. and IQAC members

Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

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


Agenda of the Meeting

1. Preparation of Calendar of event
2. Preparation of Strategic Plan
3. Preparation of Best Practice
4. Organizing Guest Lectures
5. Discussion on conducting certificate courses

The following decisions were taken during the meeting.







1. All the department were instructed to prepare Strategic plan & Best Practice and submit to IQAC dates were finalized for submission.
2. Scheduled were finalized to conduct certificate course department wise.


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Minutes of the Second Meeting of the IQAC -2022-23

The Second meeting of the IQAC for the year 2022-23 was held on 14th October 2022 in the Auditorium at 12:00 pm. Which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L and IQAC members

Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Submission of Annual Report of all the departments.
2. Submission of Annual Report of all the cells and forums
3. Introducing of New Certificate Courses
4. To conduct Career Guidance Program to all the final years students.

The following decisions were taken during the meeting.

1. Career Guidance Program was conducted to all the final year Students
2. Date was finalized to submit the Annual Report of all the respective department.


IQAC Co-ordinator


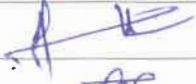








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Minutes of the Third Meeting of the IQAC -2022-23

The Third meeting of the IQAC for the year 2022-23 was held on 20th October 2022 in the Auditorium at 12:00 pm. Which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members


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1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Departmental PPT presentation
2. Increasing the number of MOUs
3. Updating of College Website.

The following decisions were taken during the meeting.

1. All the department presented their final PPT
2. Mew MoUs has been signed and increased the Numbers
3. College website has been updated.


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Minutes of the Fourth Meeting of the IQAC -2022-23

The Fourth meeting of the IQAC for the year 2022-23 was held on 4th November 2022 in the Auditorium at 2:00 pm. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L. and IQAC members


Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Academic Audit Preparation
2. Graduation Day
3. Conducting Faculty Development Program
4. Conducting of Staff Development Program

The following decision were taken during the meeting

1. IQAC conducted Academic Audit to all the department
2. Dates were finalized for the Graduation Day
3. Faculty Development Program were conducted
4. Staff Development Program were conducted


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Minutes of the Fifth Meeting of the IQAC -2022-23

The fifth meeting of the IQAC for the year 2022-23 was held on 8th November 2022 in the Auditorium at 11:00 am. Which was presided over by IQAC Co-ordinator Asst. Prof. Jayapandian L. and IQAC members

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1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Internal Exam is mandatory to all the semester
2. To conduct cultural activities program
3. discussion on Industrial Visit

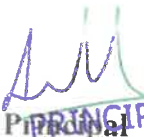
The following are the decision were taken during the meeting.

1. Internal Exam time table has been finalized
2. Dates were finalized inter college fest AVISHKAR
3. Industrial visit for final year students BBA were finalized


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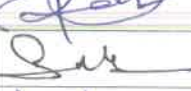








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Minutes of the Sixth Meeting of the IQAC -2022-23

The Sixth meeting of the IQAC for the year 2022-23 was held on 5th December 2022 in the Auditorium at 12:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L. and IQAC members


Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
2	Dr. L Jayapandian	IQAC Co-ordinator	
3	Dr. B K Manjula	Member	
4	Assoc. Prof. Tony Lazarus Prem Kumar J	Member	
5	Assoc. Prof. Kasturi L	Member	
6	Assoc. Prof. Kalaichalvan A	Member	
7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

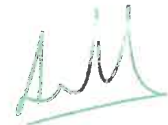
1. Audit to be conducted to all the cells and forums
2. Discussion on extension activities by the Department and Cells members.
3. Cells members in charge has been replaced and appointed newly

The following decision were taken during the meeting.

1. Internal Audit was conducted of various cells.
2. New student's members were added to every cells for this academic year.


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Minutes of the Seventh Meeting of the IQAC -2022-23

The Seventh meeting of the IQAC for the year 2022-23 was held on 7th January 2023 in the Auditorium at 11:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L and IQAC members


Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
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7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Discussion on conducting Semester Examination
2. Verification of Department documents and individual profile and update
3. Conducting of pre-campus training for all the final year students
4. conducting campus drive

The following decision were taken during the meeting.

1. All the department are instructed to organize one National Level seminar/conference for this academic year.
2. IQAC verified all the department documents.
3. Placement cell conducted pre-placement training to all the final years


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Minutes of the Eighth Meeting of the IQAC -2022-23

The Eighth meeting of the IQAC for the year 2022-23 was held on 21st January 2023 in the Auditorium at 11:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L and IQAC members


Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
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5	Assoc. Prof. Kasturi L	Member	
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7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. preparation for AQAR report
2. Submission of all the relevant document required to AQAR has to submitted to IQAC

The following decision were taken during the meeting

1. criteria heads are informed to collect the data for the academic year 2022-23 from respective department to upload in portal
2. All the heads agreed to collect the date as per the AQAR report.


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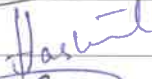







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Minutes of the Ninth Meeting of the IQAC -2022-23

The Ninth meeting of the IQAC for the year 2022-23 was held on 11th February 2023 in the Auditorium at 11:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L and IQAC members

Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
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8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Plan and action discussion of IQAC
2. Discussion about the meeting agenda of governing council
3. Discussion of conducting of pre placement training and conducting campus drive

The following decision were taken during the meeting

1. All the heads given suggestion about the plan and action for the academic year 2022-23
2. Senior faculty members accepted to train the students based on their capacity for the placement


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Minutes of the Tenth Meeting of the IQAC -2022-23

The Tenth meeting of the IQAC for the year 2022-23 was held on 25th February 2023 in the Auditorium at 11:00 am. Which was presided over by IQAC Coordinator Asst. Prof. Jayapandian L and IQAC members


Sl. No	Name of the IQAC Members	Designation	Signature
1	Dr. Rekha Sethi	Chairperson	
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7	Assoc. Prof. Siddarama S	Member	
8	Assoc. Prof. Louisena Vinoth Priya L	Member	
9	Assoc. Prof. Roselin K	Member	
10	Ms. Savitha M	Librarian	
11	Mr. Navendran D	PRO	

Agenda of the meeting

1. Discussion on Mock test

The following decision were taken during the meeting

1. Mock test of extended profile and criteria from 1 to 7 were discussed with heads of the criteria and take the input from them.


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