

**BISHOP AMBROSE COLLEGE**  
**IQAC MEETING –I MINUTES**  
**ACADEMIC YEAR 2019-2020**

The First IQAC meeting for the Academic year (2019-2020) was held in the Tony Conference Hall on 18<sup>th</sup> July 2019

The following members attended the meeting

Dr.A.Peter Raj, Principal	Chairperson
Very Rev.Fr.Dr.R.D.E.Jerome , Secretary	Management Representative
Dr.S.John Michael Raj Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University, Coimbatore.	Local Society Nominee
Mr.K.Bala Murugan Senior Manager HR, PIRAI Infotech	Employer Nominee
Dr.R.Karpagam Principal, Kathir College of Arts and Science, Coimbatore	Alumni Nominee
Dr.Sheba Frederic Head, Department of English	Teacher Representative
Dr.J.Thiravia Mary Gloria Head, Department of Commerce	Teacher Representative
Dr.I.Anthoniammal Head, Department of Tamil	Teacher Representative
Dr.S.Venugopal Physical Director	Teacher Representative
Mrs. A.Regina Jayaseeli Head, Department of Computer Science	Teacher Representative
Mrs.R.K.Gayathri Devi Head, Department of Mathematics	Teacher Representative
Mrs.G.Jacqueline Adaikalam Head, Department of Corporate Secretaryship	Teacher Representative
Mr.Joel Antony Head, Department of Social Work	Teacher Representative
Mr.M.Joseph Diraviam Administrative Officer	Administrative Staff Representative
Dr.A.Anand Gerald Head, Department of Management Studies	IQAC Co-ordinator

## **AGENDA**

- Orientation on usage of Automation
- Regional Level Seminars
- Inaugural function - Village adoption
- Result Analysis
- Faculty Development Programme
- Parents Teachers Meeting
- Placement Details

### **1) Orientation on usage of Automation**

An orientation for using Automation was suggested by the IQAC Co-ordinator. It was discussed and decided that the orientation will be conducted.

### **2) Regional Level Seminars**

The IQAC Co-ordinator invited all the Department Heads to conduct Regional Level Seminars.

### **3) Inaugural function - Karadimadai village**

The inaugural function for adopting the village Karadimadai was discussed and fixed on 21<sup>st</sup> August 2019. The various proposals to be executed in the village was also discussed.

### **4) Result Analysis**

Result analysis of the previous semester examination were presented by the respective Department Heads. It was discussed that the slow learners should be given more time, besides remedial class to keep pace with the progress.

### **5) Faculty Development Programme**

The IQAC Co-ordinator instructed all the Department Heads to inform the faculty members to enrol in FDP programmes offered by NPTEL.

### **6) Parents Teachers Meeting**

The arrangement for Parent Teacher meeting was discussed and decided that the meeting would be a conducted between 28<sup>th</sup> of August-30<sup>th</sup> August 2019.

**7) Placement Details**

The IQAC Co-ordinator requested all the Department Heads to inform the mentors of the passed-out students (2018-19) to collect the Placement Details at the earliest.

  
**IQAC Coordinator**

  
**Principal**

**BISHOP AMBROSE COLLEGE**  
**IQAC MEETING –II MINUTES**  
**ACADEMIC YEAR 2019-2020**

The second IQAC meeting for the Academic year (2019-2020) was held in the Tony Conference Hall on 4<sup>th</sup> November 2019.

The following members attended the meeting

Dr.A.Peter Raj, Principal	Chairperson
Very Rev.Fr.Dr.R.D.E.Jerome , Secretary	Management Representative
Dr.S.John Michael Raj Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University, Coimbatore.	Local Society Nominee
Mr.K.Bala Murugan Senior Manager HR, PIRAI Infotech	Employer Nominee
Dr.R.Karpagam Principal, Kathir College of Arts and Science, Coimbatore	Alumni Nominee
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Mrs. A.Regina Jayaseeli Head, Department of Computer Science	Teacher Representative
Mrs.R.K.Gayathri Devi Head, Department of Mathematics	Teacher Representative
Mrs.G.Jacqueline Adaikalam Head, Department of Corporate Secretaryship	Teacher Representative
Mr.Joel Antony Head, Department of Social Work	Teacher Representative
Mr.M.Joseph Diraviam Administrative Officer	Administrative Staff Representative
Dr.A.Anand Gerald Head, Department of Management Studies	IQAC Co-ordinator



## AGENDA

- UGC Paramarsh.
- Registration and Completion of Ph.D.
- Preparation of the Departmental Profile.
- Access to DELNET, INFLIBNET.

### 1) UGC Paramarsh

The IQAC Co-ordinator informed about UGC Scheme 'Paramarsh' to ensure Quality in Higher Education. Under the Paramarsh Scheme, the leading institutions would provide regular mentoring to the aspiring institutions to achieve high quality standards in NAAC Accreditation.

The Co-ordinator announced Bishop Ambrose College has joined as a mentee institution in UGC Parmarsh Scheme under Nirmala College for Women, Coimbatore.

### 2) Registration and Completion of Ph.D

The IQAC Co-ordinator urged all the members to register/complete for the Ph.D. Programme as soon as possible.

### 3) Preparation of the Departmental profile

The IQAC Co-ordinator explained about the preparation of SSR for the NAAC Accreditation. The Department heads were requested to prepare the profiles of the department.

### 4) Access to DELNET, INFLIBNET

The IQAC Co-ordinator informed the availability of DELNET and INFLIPNET facilities for the benefit of faculty and students.

  
IQAC Coordinator

  
Principal

**BISHOP AMBROSE COLLEGE**  
**IQAC MEETING –III MINUTES**  
**ACADEMIC YEAR 2019-2020**

The third IQAC meeting for the Academic year (2019-2020) was held in the Tony Conference Hall on 23<sup>rd</sup> March 2020.

The following members attended the meeting

Dr.A.Peter Raj, Principal	Chairperson
Very Rev.Fr.Dr.R.D.E.Jerome , Secretary	Management Representative
Dr.S.John Michael Raj Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University, Coimbatore.	Local Society Nominee
Mr.K.Bala Murugan Senior Manager HR, PIRAI Infotech	Employer Nominee
Dr.R.Karpagam Principal, Kathir College of Arts and Science, Coimbatore	Alumni Nominee
Dr.Sheba Frederic Head, Department of English	Teacher Representative
Dr.J.Thiravia Mary Gloria Head, Department of Commerce	Teacher Representative
Dr.I.Anthoniammal Head, Department of Tamil	Teacher Representative
Dr.S.Venugopal Physical Director	Teacher Representative
Mrs. A.Regina Jayaseeli Head, Department of Computer Science	Teacher Representative
Mrs.R.K.Gayathri Devi Head, Department of Mathematics	Teacher Representative
Mrs.G.Jacqueline Adaikalam Head, Department of Corporate Secretaryship	Teacher Representative
Mr.Joel Antony Head, Department of Social Work	Teacher Representative
Mr.M.Joseph Diraviam Administrative Officer	Administrative Staff Representative
Dr.A.Anand Gerald Head, Department of Management Studies	IQAC Co-ordinator

## **AGENDA**

- Preparation of SSR Report for NAAC
- Team for Qualitative Metrics
- Team for Quantitative Metrics
- Internal Academic Audit

### **1) Preparation of SSR Report for NAAC**

On discussing the preparation of SSR report. The Co-ordinator invited all the Department Heads, office administrators and staff to extend their utmost Co-operation in all endeavours.

### **2) Team for Qualitative Metrics**

The IQAC co-ordinator suggested a team for preparing Qualitative Metrics.

### **3) Team for Quantitative Metrics**

The IQAC Co-ordinator appointed a team for preparing Quantitative Metrics.

### **4) Internal Academic Audit**

The dates for conducting Internal Audit for the academic year 2019-20 was discussed and fixed .

  
IQAC Coordinator

  
Principal