

# 1<sup>ST</sup> IQAC MEETING MINUTES

## ACADEMIC YEAR 2023-2024

**DATE:** 15.07.2023

**Venue:** Tony Conference Hall

The first IQAC meeting for the Academic year (2023-2024) was held in the Tony Conference Hall on 15<sup>th</sup> July 2023

The following members attended the meeting.

<b>S. No</b>	<b>Name</b>	<b>Designation</b>
1.	Very Rev.Fr. Dr. R.D.E. Jerome Management Representative	Secretary
2.	Dr.A .Peter Raj Chairperson	Principal
3.	Dr.S. John Michael Raj Local Society Nominee	Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University
4.	Mr. K. Balamurugan Employer Nominee	Senior Manager HR, PIRAI Infotech
5.	Dr.R. Karpagam Alumni Nominee	Principal, Kathir College of Arts and Science, Coimbatore
6.	Dr. J. Thiravia Mary Gloria Teacher Representative	Dean of Academics
7.	Mr. A. Suresh Teacher Representative	Asst. Prof, Computer Science
8.	Ms. T. Nancy Paul Teacher Representative	Asst. Prof, Management Studies
9.	Ms. S. Jemima Teacher Representative	Asst. Prof, English

10.	Dr. I. Paulina Vasanthi Teacher Representative	Prof, Computer Science
11.	Ms. S. Avila Princy Teacher Representative	Asst. Prof, Mathematics
12.	Mr. M. Joseph Diraviam Administrative Officer	Administrative Staff Representative
13.	Dr. A. Anand Gerald IQAC Coordinator	Prof, Vice Principal

### **AGENDA**

- Analysis of NAAC Report
- Organizing Faculty development Programmes
- Conducting Value Added Courses
- Conducting Job Orientation Courses
- Discussion on Funded Project

### **Minutes of the Discussion**

- **Analysis of NAAC Report**

The IQAC Co-coordinator presented the detailed report submitted by the NAAC Committee. This report includes an assessment of the institution's performance in various criteria, helping identify areas of strength and areas needing improvement.

- **Organizing Faculty development Programmes**

The IQAC Coordinator emphasized the need for greater orientation of faculty towards their holistic development. Therefore, it was decided that faculty development programs should be organized effectively.

- **Conducting Value Added Courses**

The discussion on value added courses was raised. It was decided that all the programmes must provide Value Added course for the students.

- **Conducting Job Orientation Courses**

The topic of job-oriented courses was also discussed. It was agreed that such courses must be offered to students to enhance their employability. Consequently, it was

decided that job-oriented courses will be provided to students under the institution's name, with unanimous support.

- **Discussion on Funded Project**

A detailed discussion was held on the importance of encouraging the department to emphasize on securing and conducting larger, more significant funded projects.

## 2<sup>nd</sup> IQAC MEETING MINUTES

### ACADEMIC YEAR 2023-2024

**DATE:** 20.10.2023

**Venue:** Tony Conference Hall

The Second IQAC meeting for the Academic year (2023-2024) was held in the Tony Conference Hall on 20<sup>th</sup> October 2023

The following members attended the meeting.

<b>S.No</b>	<b>Name</b>	<b>Designation</b>
1.	Very Rev.Fr. Dr. R.D.E. Jerome Management Representative	Secretary
2.	Dr.A .Peter Raj Chairperson	Principal
3.	Dr.S. John Michael Raj Local Society Nominee	Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University
4.	Mr. K. BalaMurugan Employer Nominee	Senior Manager HR, PIRAI Infotech
5.	Dr.R. Karpagam Alumni Nominee	Principal, Kathir College of Arts and Science, Coimbatore
6.	Dr. J. Thiravia Mary Gloria Teacher Representative	Prof, Dean of Academics
7.	Mr. A. Suresh Teacher Representative	Asst. Prof, Computer Science
8.	Ms. T. Nancy Paul Teacher Representative	Asst. Prof, Management Studies
9.	Ms. S. Jemima Teacher Representative	Asst. Prof, English

10.	Dr.I. Paulina Vasanthi Teacher Representative	Prof, Computer Science
11.	Ms. S. Avila Princy Teacher Representative	Asst. Prof, Mathematics
12.	Mr. M. Joseph Diravia Administrative Officer	Administrative Staff Representative
13.	Dr. A. Anand Gerald IQAC Coordinator	Prof, Vice Principal

## AGENDA

- Establishment of New Extension Activity Cells
- Orientation on Applying for Funded Projects
- Focus on Student and Faculty Exchange Programs

## Minutes of the Discussion

- **Establishment of New Extension Activity Cells**

The topic of organizing new cells was discussed. The IQAC Coordinator emphasized the creation of certain cells that would aid in the development of students. It was decided that a few new cells would be established for this purpose.

- **Orientation on Applying for Funded Projects**

The IQAC Coordinator discussed the funded projects provided by the University Grants Commission, followed by various discussions. It was decided that the institution will make efforts to secure any available funded projects

- **Focus on Student and Faculty Exchange Programs**

The IQAC Coordinator stressed the importance of initiating faculty and student exchange programs in all departments. After discussions, the criteria for these exchange were finalized.

# **3<sup>rd</sup> IQAC MEETING MINUTES**

## **ACADEMIC YEAR 2023-2024**

**DATE:** 22.01.2024

**Venue:** Tony Conference Hall

The Third IQAC meeting for the Academic year (2023-2024) was held in the Tony Conference Hall on January 22<sup>nd</sup> 2024

The following members attended the meeting.

<b>S.No</b>	<b>Name</b>	<b>Designation</b>
1.	Very Rev.Fr. Dr. R.D.E. Jerome Management Representative	Secretary
2.	Dr.A .Peter Raj Chairperson	Principal
3.	Dr.S. John Michael Raj Local Society Nominee	Prof. of Psychology (Retd.), Former Dean of Social Sciences, Bharathiar University
4.	Mr. K. BalaMurugan Employer Nominee	Senior Manager HR, PIRAI Infotech
5.	Dr.R. Karpagam Alumni Nominee	Principal, Kathir College of Arts and Science, Coimbatore
6.	Dr. J. Thiravia Mary Gloria Teacher Representative	Prof, Dean of Academics
7.	Mr. A. Suresh Teacher Representative	Asst. Prof, Computer Science
8.	Ms. T. Nancy Paul Teacher Representative	Asst. Prof, Management Studies
9.	Ms. S. Jemima Teacher Representative	Asst. Prof, English
10.	Dr.I. Paulina Vasanthi Teacher Representative	Prof, Computer Science
11.	Ms. S. Avila Princy Teacher Representative	Asst. Prof, Mathematics
12.	Mr. M. Joseph Diravia Administrative Officer	Administrative Staff Representative
13.	Dr. A. Anand Gerald IQAC Coordinator	Prof, Vice Principal

## **AGENDA**

- Introduction of Language Lab
- Discussion on Changes in NAAC Metrics
- Collaboration with Industry and NGOs
- MoU with Institutions and Industries

### **Minutes of the Disussion**

- **Introduction of Language Lab**

A discussion was held on the importance of a Language Lab, and it was decided to establish a separate Language Lab in the upcoming year.

- **Discussion on Changes in NAAC Metrics**

The IQAC Coordinator elaborated on the changes in NAAC metrics, highlighting their significance. In-depth discussions were held, and it was decided to take necessary steps to prepare the required documents in alignment with the updated metrics for the next accreditation cycle.

- **Collaboration with Industry and NGOs**

A discussion was held on collaboration with industries and NGOs. It was decided that the collaboration should be established with reputed industries and companies to meet the needs of the students.

- **MoU with Institutions and Industries**

The drafting of the MoU was discussed in the meeting. It was decided that the MoU should be set for a duration of one year, with the possibility of extension based on performance and development.

# IQAC MEETING MINUTES

## ACTION TAKEN REPORT 2023-2024

MINUTES	ACTION TAKEN REPORT
Organizing Faculty Development Programme	<b>2 Faculty Development Programmes Were Organized</b>
	<p><b>Mystical Teaching Approaches</b></p> <ul style="list-style-type: none"> <li>• 14.6.2023</li> <li>• Dr.S.Bala Murugan, Faculty –MBA, Periar University – Salem UGC HRDC</li> </ul> <p><b>Rejuvenating your inner Genius</b></p> <ul style="list-style-type: none"> <li>• 30.6.2023</li> <li>• Rev.Dr.Bernardshaw, OFM Cap, Secretary and Professor Anugraha College, Dindigul</li> </ul>
Conducting Value Added Courses	<b>2 Value added courses has been conducted</b>
	<ul style="list-style-type: none"> <li>• Certificate course in English Communication</li> <li>• Hardware and Troubleshooting</li> </ul>
Introducing New Extension Activity Cells	<p>New cells were Introduced.</p> <p style="padding-left: 40px;">IIC     -Institution Innovative Council</p> <p style="padding-left: 40px;">IIIC    -Institute Industry Interaction Cell</p> <p style="padding-left: 40px;">PDC     - Personality Development Cell</p> <p style="padding-left: 40px;">CDC     - Community Development Cell</p>
Funded project	An ICSSR funded project on Work Life Balance of Women Micro Entrepreneurs in Indian Society after Covid 19 Pandemic was conducted by the department of commerce with CA.
Student and Faculty Exchange Programme	The department of commerce signed MOU with Patrician College, Chennai and The Department of Computer science signed MOU with KG arts and Science college Coimbatore.
Introduction of Language Lab	The Language Lab was Inaugurated in the month of February.
Collaboration with Industry and NGO	The Department of Management studies and Corporate secretary ship has been collaborated with Industries



MoU with institutions	<ul style="list-style-type: none"><li>• An MOU for spoken English was signed with Success talent centre, Coimbatore.</li><li>• An MOU was signed by Department of Management studies with AVP College of Arts, Tirupur</li></ul>
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