

The Minutes of the meeting of the members
of the IQAC held on 1 February 2018.

(Agenda and the list of the names of the members
attended the meeting enclosed)

The Principal and Secretary,
Dr. Davamani Christopher chaired the meeting.

The meeting began with a prayer by
Dr. J. Rajakumar, Associate Prof. of English.

The Chairman welcomed the members and
introduced the agenda. The matters on the agenda were
discussed and decisions were taken in the meeting.

Regarding the first item on the agenda
Dr. K. Gnanasekar, the Coordinator, IQAC informed
that a draft of AQAR - 2016-17 had been sent
to the Deans for verification and suggestions.
Dr. John Sekar, the Dean for Policies and Administration
suggested the same to be finalised at the earliest.
The Principal told Dr. K.G. to take care of the final report.

The Principal entrusted the responsibility of
arranging Faculty Induction Programme for
newly recruited faculty members with Dr. John Sekar,
Secretary NAAC.

The Principal instructed the concerned
faculty to document the Student/Alumni Feedback.

Dr. John Sekar informed that the
Academic and Administrative Audit had to be
prepared. (AAA - 2016-17).

The Principal urged Dr. Justin Manohar
and K. Gnanasekar to Rank the Departments
as per the parameters/methodology of NRF.

(National Institutional Ranking Framework) by developing Quality Indication Framework and submit the report.

Dr. J. Paul Tejekar, Addl. Dean for Policies and Administration informed that the IQAC Bulletin for 2016-17 (Second Half) was almost ready and the Bulletin for 2017-18 (First-Half) was at an initial stage of preparation.

The Principal opined that separate space should be allotted to house Central Instrument Facility. He also suggested that the C I F could be installed either at Stopper's Hall or at the Saunders (both upstairs).

The Principal also mooted the idea of having a museum and a planetarium in the College. He explained the necessity of having them and suggested that the planetarium could be established at the Satellite Campus in Chattrapathi.

Regarding the ^{ATR-}proposal to create various Centres Dr. K. Gnanasekar said that the titles/names given to centres in the list could be changed more significantly.

The Principal expressed that various activities related to the centres proposed were already being carried out in the College though not in a full-fledged manner with such nomenclatures mentioned. He further said that the Counselling Centre had been already functioning very fruitfully. He also appreciated the service rendered by the trained Counsellors Dr. Chester Manuel and Ms. Rohini of the Counselling Centre.

During the discussion on Multi-Disciplinary / Inter Disciplinary Centres the Principal suggested that there should be separate centres for Science, Social Science and Languages.

The Principal nominated the following faculty to be in charge of the centres:
Dr. Azulappan - Student Talents Facilitating Centre
Prof. Daniel Rebaraj - Soft Skill Development Centre.
Dr. A. Martin David and Prof. J. Justin Manohar volunteered to be in charge of Entrepreneurship Training Centre. The Principal suggested that the related work had to be done at the Satellite Campus too.

Stressing the need for the basic infrastructure to the centres the Principal suggested that Software Development and Testing Centre could be housed at Jeevan Sothi Lab and the Students' Sport Skill Development Centre at the P.K.D Block (Ground floor).

Ms. Anurama, Director of Placement Cell was ~~suggested~~ told to organise training programmes for students. It was decided to organise a programme for B.A. Arts students in February and for the Science students before the Second Test Period.

The Principal instructed that the members should start working on Action Plan based on NAA C Report and said that Criterion wise Action Plan for next five years to be formulated and to work on it from now onwards.

The Principal urged the CoE, Deputy CoE and Dr. K. John Adai Kalasamy to do Question Paper Evaluation 2016-17 and submit a report.

The Principal lauded the faculty for the successful conduct of the International Conference in Singapore and expressed his desire to conduct such conferences every year in future.

The Principal was congratulated on being conferred with the award for Best Principals of India - 2017 by All India Association for Christian Higher Education, New Delhi and being elected Vice President of AIA CHE.

The Bursar, Dr. J. Helen Ratna Monica informed about the dedication of Rysson Gate at Satellite Campus, First Floor of Saunders Hall Food Science Laboratory and Audio-Video Recording Centre at the Main Campus and invited the members for the same.