

Agenda

- Minutes of the Previous Meeting (28/03/2023)
- AQAR – 2021-22 – Submitted and Accepted
- Task force for IQAC
- Faculty Orientation Programme
- Academic and Administrative Audit (AAA) – 2022-23
- Updating and Uploading of AQAR – 2022-23
- Feedback (Students, Teachers, Alumni, Parents, Employers) – Collection – Analysis - ATR
- E-content
- Departments to organize International / National / State-Level Academic Programs
- Question Bank
- Revision of UG, PG curriculum embedded with Self-study / Field study / Internship /
Project components, at least one in each year of study.
- OBE implementation and Attainment evaluation
- IQAC Bulletin – 2021-22
- External Members Reflection
- IQAC Second meeting (March 2024 – 06/03/2024)

Members present in the IQAC meeting held on 11/09/2023

S. No	Name	Signature
1.	Dr. M. Davamani Christober (Principal & Secretary)	M. Davamani
2.	Dr. A. Martin David, Vice-Principal	A. Martin David
3.	Dr. M. Beaula Ruby Kamalam, Bursar	M. Beaula
4.	Dr. D. Anandha Selvam	D. Anandha Selvam
5.	Dr. D. Lourdu Immaculate	D. Lourdu Immaculate
6.	Mr J. Justin Manohar	Justin Manohar
7.	Dr. S. Rajkumar Immanuel	S. Rajkumar Immanuel
8.	Dr. J. Paul Jayakar	J. Paul Jayakar
9.	Dr. M. Vathanaruba	M. Vathanaruba
10.	Dr. M. Balakrishnan	
11.	Dr. A. Issac	A. Issac
12.	Dr. K. John Adaikalasamy	K. John Adaikalasamy
13.	Dr. S. Paul Mary Deborrah	S. Paul Mary Deborrah
14.	Dr. K. Gnanasekar	K. Gnanasekar
15.	Dr. P. Dailiah Roopha	P. Dailiah Roopha
16.	Mr. R. Sundareshwaran	R. Sundareshwaran
17.	Dr. D. David Jebaraj	D. David Jebaraj
18.	Dr. P. M. Anurama	P. M. Anurama
	External Members	
19.	Dr. A. Wilson Aruni	
20.	Dr. G. John	G. John
21.	Dr. S. Jenefa	S. Jenefa
22.	Mr. R. Ilankovan	R. Ilankovan
23.	Mr. D. Immanuel Devavaram	
24.	Dr. S. Pushparaj	S. Pushparaj

Internal Quality Assurance Cell (IQAC) Meeting - I (2023-2024)

Minutes of the IQAC meeting held on 11.09.2023

Meeting -I

The first meeting of IQAC (2023-2024) was held at 11.30 a.m. on 11.09.2023 in the Board Room. The Principal and Secretary chaired the meeting. The meeting began with a prayer by Dr.Rajkumar Immanuel, Dean of Curriculum Development and Research. IQAC Coordinator, Dr.D.David Jebaraj, welcomed the members. The minutes of the previous meeting was read by IQAC Coordinator, Dr.P.M.Anurama and it was passed. The Chairperson informed the members that the AQAR for the academic year 2021 – 2022 was submitted on 31st of May, 2023 and after a review in July, it was accepted successfully. The Chairperson announced that the College has secured 58th rank in the NIRF ranking 2023 and congratulated the NIRF Director, Dr.Lourdu Immaculate.

The IQAC Coordinator, Dr.Anurama informed that, NAAC criterion heads meeting was conducted on 22nd of June, 2023 and there were some changes in the team. The second meeting for criterion heads was held on 18.07.2023 for the preparation of AQAR 2022-2023. IQAC had collected data from all the departments for the year 2022-2023 based on AQAR format. Dr.David Jebaraj added that the IQAC department representative meeting was conducted on 3rd of August with 46 faculty representatives. They were given a data template for the current academic year. The Chairperson congratulated the IQAC Coordinators for the successful conduct of Faculty Orientation Programme on 9th of September, 2023 for 109 faculty members recruited since 2021. The Chairperson told that the planning was on for IQAC programmes for Faculty and Non-teaching Staff. Dr.David Jebaraj presented the IQAC planner scheduled for the academic year, 2023-2024.

The Chairperson asked the Dean for Policies and Administration, Dr.D.Lourdu Immaculate about the Academic and Administrative Audit (2022-23). Dr.Immaculate asked for suggestions from the members about opting for internal members or external members for the audit. The IQAC members suggested doing the Academic and Administrative Audit with external members. The Chairperson stated that all the departments were insisted to have academic conferences, workshops, seminars at the national and international level.

The Chairperson requested the Dean for Policies and Administration and Dean of Curriculum Development and Research to collect feedback from Students, Teachers, Alumni, Parents and Employers, for the year 2022 - 2023. He requested to analyse the

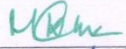
data and prepare the Action Taken Report at the earliest. The Chairperson informed the members that the IQAC bulletin would be available in the next meeting.

IQAC External Meeting II (2023 – 2024)

Agenda

- Minutes of the Previous Meeting (11/09/2023)
- AQAR – 2022-23 – Submitted
- OBE Workshop to All Faculty
- Non-Teaching Program (Professional Development Program for Administrative Staff - AIACHE and Lab Training by Chemistry Department)
- Academic and Administrative Audit (AAA) – 2022-23
- Revision of UG, PG curriculum.
- NIRF and AISHE
- Special Events (MoU, Play (English Department), Day care, Internship Program)
- International / National / State-Level Academic Programs
- Feedback (Students, Teachers, Alumni, Parents, Employers) – Collection – Analysis - ATR
- IQAC Bulletin – 2022-23
- External Members Reflection

Members present in the IQAC meeting held on 18/03/2024

S. No	Name	Signature
1.	Dr. M. Davamani Christofer (Principal & Secretary)	
2.	Dr. A. Martin David, Vice-Principal	A. Martin David
3.	Dr. M. Beaula Ruby Kamalam, Bursar	M. Beaula
4.	Dr .S. Israel	Israel
5.	Dr. D. Lourdu Immaculate	Lourdu
6.	Mr J. Justin Manohar	Justin
7.	Dr. S. Rajkumar Immanuel	Rajkumar
8.	Dr. J. Paul Jayakar	J. Paul
9.	Dr. M. Vathanaruba	M. Vath
10.	Dr. M. Balakrishnan	
11.	Dr. A. Issac	Issac
12.	Dr. K. John Adaikalasamy	K. John
13.	Dr. S. Paul Mary Deborrah	S. Paul Mary
14.	Dr. K. Gnanasekar	Gnanasekar
15.	Dr. P. Dailiah Roopha	P. Dailiah
16.	Dr. R. Sundareshwaran	R. Sundareshwaran
17.	Dr. P. M. Anurama	P. M. Anurama
18.	Dr. D. David Jebaraj	D. David Jebaraj
	External Members	
17.	Dr. A. Wilson Aruni	
18.	Dr. G. John	
19.	Dr. S. Jenefa	J. S. Jenefa
20.	Mr. R. Ilankovan	
21.	Mr. D. Immanuel Devavaram	
22.	Dr. S. Pushparaj	S. Pushparaj

Internal Quality Assurance Cell (IQAC) Meeting (2023-2024)

Minutes of the IQAC meeting held on 18.03.2024

Meeting -II

The second meeting of IQAC (2023-2024) was held at 11.30 a.m. on 18.03.2024 in the Board Room. The Principal & Secretary chaired the meeting. The meeting began with a prayer by Dr.D.David Jebaraj, IQAC Coordinator. The Chairperson welcomed the IQAC members and introduced the agenda. The IQAC Coordinator, Dr.Anurama presented the minutes of the previous meeting conducted on 11.09.23 and it was passed. The Chairperson informed that the Internal Quality Assurance Cell of the College had submitted the Annual Quality Assurance Report for the year, 2022-2023 to NAAC on 14.03.24.

The Chairperson informed that the IQAC organized a Faculty Development Programme for all faculty members on 24th February, 2024. The Interactive Workshop on Outcome Based Education was conducted with our IQAC external member, Dr.John, Associate Professor, St.Joseph College, Trichy as resource person. The workshop benefitted 353 faculty participants on the key aspects of OBE, including Question Setting.

The Chairperson mentioned that the Professional Development Programme for Administrative Staff – AIACHE was conducted on 02.12.23 with 71 participants from Non-teaching Staff. The Lab training was conducted by Chemistry Department.

The Chairperson congratulated the Dean for Policies and Administration Dr.D.Lourdu Immaculate for the successful conduct of Academic and Administrative Audit for 2022-2023 on 19.12.23, with 11 external members.

The Chairperson requested the Dean for Policies and Administration to brief about the revision of Curriculum. The Dean explained about the introduction of LOCF model for curriculum development from the year

2023-2024 onwards. The Chairperson informed that the NIRF report had been submitted and the report for AISHE was ready for submission.

The Chairperson stated that the College had signed a MoU with Handong Global University, South Korea. The Chairperson added that the department of Microbiology and department of Food Science and Nutrition successfully conducted a 15 days Internship Programme on '**Recent Trends in Biological Sciences**' from 17th to 30th of October, 2023. The Internship Programme was provided for the students of School of Bioscience, Mahsa University, Malaysia. He also appreciated the English Literary Association of the College for staging Shakespeare's OTHELLO, which was well received by schools, colleges and public.

The IQAC Coordinator, Dr. David Jebaraj informed that there were 6 international conferences conducted by Commerce, Physics, Economics, MBA, Chemistry and Food Science. Nine departments including Maths, Zoology, Chemistry, Biochemistry, Psychology, Computer Science, Social Work, Hindi and BBA organised National Seminars. Among the seven workshops organised, two were international workshops conducted by Physical Education and Visual Communication. The departments of Maths, Physics, Botany, BBA and Computer Science organised National level Workshops

The Chairperson informed that the feedback session for students would be on 28th of March for Main campus and 3rd of April for Satellite campus. The Chairperson published the IQAC Bulletin issue 13 and 14 for the academic year 2022 – 2023. The Chairperson requested the reflection of members on the agenda. The Vice Principal raised a doubt about combining all the commerce depts as School of Commerce for AAA. Dr. John Adaikalasamy informed that the external member of AAA suggested having the audit for Chemistry dept with Aided and SF combined. IQAC external member Dr. Jenefa suggested that AAA could be done program wise. Dean for International Exchange & Study Abroad Dr. Paul Jeyakar said that the aided and SF section of same program can present the data as a single program for AAA. In this regard, Principal also mentioned that the dept

association would be one association for one department, irrespective of Aided, SF, UG or PG.

The Bursar suggested having a common template for NIRF and AQAR. Bursar also suggested updating the college website. Faculty should be insisted to publish research papers and to provide one e-content video per semester. Dr.Jenefa suggested conducting job oriented workshops and also an exit orientation for final year students could be organised by the Placement Cell.

The Vice Principal remarked that the communication regarding conferences should be updated in the website through IT manager. Dr.Jenefa recommended introducing the best outgoing student award with the inclusion of placement quotient. Dr.Paul Mary Deborah mentioned that students opt for Higher education in UG and research in PG and hence placement could be excluded for the best outgoing student award. Dr.John Adaikalasamy requested the renovation of the auditorium and the Chairperson assured that to be done in the upcoming year. Dean of Women Students Dr.Vathanaruba suggested conducting competitive exam training for students for which the Chairperson replied that it was being conducted online. As the discussion came to an end, the IQAC Coordinator Dr.Anurama thanked the members for their presence and contribution towards Quality Assurance of the College. The Chairperson then adjourned the meeting.

IQAC ACTION TAKEN REPORT

2023-2024

- Conducted Faculty Orientation Programme for the newly recruited faculty
- Conducted Student Orientation Programme for First year of UG and PG students
- Conducted students feedback on academic measures and infrastructure facilities and recommended measures based on the analysis
- Participated in the National Institutional Ranking process of MHRD under Autonomous College and ranked 54 in college category under NIRF India Ranking 2024
- Curriculum was revised and approved by the Academic Council
- Submission of AQAR- 2022-2023 to NAAC on 14.03.24
- Conducted Academic and Administrative Audit with External Members on 19.12.23
- Promoting research activities and research publication of departments and faculty members
- Conducted an Interactive Workshop on “Outcome Based Education” for faculty on 24.02.24
- Professional Development Programme for Administrative Staff was conducted on 02.12.23 with 71 participants from Non-teaching Staff

- Construction of New building in Main Campus – Women’s hostel
Noyes First Floor
- Construction of New building in Satellite campus - Amphitheatre,
Candler Hall, First floor of John J.Banninga Hall
- Inauguration of Little Angel Day care Center for the children of Staff of
the College
- Department of Chemistry conducted an International conference on
“Advances in Chemistry” on 04.12.23 & 05.12.23
- Department of Food Science and Nutrition organised a Two-day
International Conference on “Nutri-Omics in Biotechnological
Innovations” on 05 and 06 March 2024
- International Conference on “Commerce and Management in the
Digital Age : Trends, Challenges & Innovations” was organized by
School of Commerce on 05.01.24 & 06.01.24
- International Conference on “Recent Advances in Physics” was
conducted by Physics Department on 10th and 11th of January
2024
- Department of Physical Education conducted an International
Workshop on Modern Trends in Football on 06.01.2024
- Department of Physical Education organized State level inter –
collegiate, Hockey Tournament & Volleyball Tournaments
- Students Magazine and newsletters were launched by student
members of American College

- Rallies, Seminar, Workshops, Blood donation camps conducted to instil Institutional Social responsibilities among students
- Students participation in Inter University tournaments, National and International Sports

Future Plan

- Training Programmes and Workshops
- National and International Conferences
- Promotion of Placement drives
- Construction of an auditorium
- MoU with Research Centres