

NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN

(Affiliated to Bharathiar University, Coimbatore – 46)

(Nationally Accredited with 'B' Grade (CGPA 2.89 out of 4) by NAAC)

Arachalur, Erode (Dt)- 638 101. Tamil Nadu.

INTERNAL QUALITY ASSURANCE CELL

Date: 26.09.2012

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 26.09.2012. The IQAC Chairperson Mr.I.Selvam presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Mr.I.Selvam Principal In charge	IQAC Chair Person	Teachers
2.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
3.	Dr.V.Sugumar HOD of Administration	IQAC Member.	
4.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
5.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
6.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
7.	Ms.P.Kavitha	Accountant.	
8.	Ms.N.Dhivya Dharani III B.Sc(Maths)	Chairman Student Union Council	Students
9.	Ms.D.Priyanka III B.Com(CA)	Secretary Student Union Council	
10.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
11.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni

12.	Mr.T.K.Dhamodaran	President.	Stake Holders
13.	Mr.O.T.Vadivel	PTA President.	
14.	Mr. S. K. M. Macilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
15.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

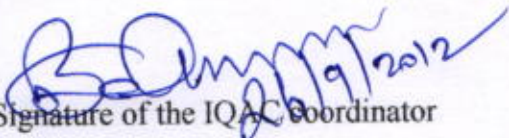
The co-ordinator announced the following information to the members in the IQAC meeting.

- The chair Person congratulated all the HODs, faculty members and Non-teaching members for the cooperation made during the visit of the NAAC Peer Team.
- The result for even semester was announced by the university. Six gold medalists and 24 Rank Holders are felicitated for their performance.
- Admission of M.Phil scholars were made by the consultation of the research committee.
- Mr.Muthaiah, Editor, Namathu Nambikai CBE, was invited for the Inaugural function of the college union council and all department functions.
- Classes for I-PG was Inaugurated on 18.07.2012.
- PTA meeting was conducted on 27.07.2012 in which it was decided to have a good rapport between Parents, Teachers and Management for the enhancement of the institution.
- An Orientation Program for all I Year UG students was conducted by the Library department on 24.07.2012 to improve Library Do's & Don'ts.
- An Inter collegiate level Badminton competition was conducted on 07.08.2012 & 08.08.2012 inside the college campus by the Physical Education Department.
- Both PTA & Alumni meet was conducted in the FN & AN session on 19.08.2012 to discuss various developmental activities for the upliftment of the institution.
- Mr.Parivallal, DMW, CNC Training centre, spoke on Emotional Stability on 20.08.2012 in an FDP organized by the institution.
- It was informed in the meeting that the university examinations will commence on first week of November. All the staff members were asked to complete the syllabus and give thorough revision to the students.

- The Chair Person congratulated all the teaching and non-teaching members for the successful completion of Nineth Graduation day on 26.08.2012.

In the meeting the following points were discussed and decisions were taken.

- The Chairperson advised all the faculty members and HODs to enhance the Teaching methodology according to the growing demands of Technology.
- Innovative Teaching methods like ICT enabled teaching should be adopted to replace chalk & talk method.
- Extension Activities should be enriched.
- Remedial Classes and Bridge courses should be conducted.
- Outreach programmes should be enhanced.
- The chairperson instructed all the club coordinators to function the club effectively to make the students skill full & Successful.
- It was discussed in the meeting to reopen the college for the even semester on the second week of December.
- It was planned in the IQAC meeting to conduct NSS Camp in the month of December 2012.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator Mr.G. BalaKrishnan.


Signature of the IQAC Coordinator


Signature of the Chair Person

NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN

Affiliated to Bharathiar University, Coimbatore - 46

(Nationally Accredited with 'B' Grade (CGPA 2.89 out of 4) by NAAC

Arachalur, Erode (Dt)- 638 101. Tamil Nadu.

INTERNAL QUALITY ASSURANCE CELL

Date: 06.02.2013

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 06.02.2013. The IQAC Chairperson Mr.I.Selvam Presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Mr.I.Selvam Principal In charge	IQAC Chair Person	Teachers
2.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
3.	Dr.V.Sugumar HOD of Administration	IQAC Member.	
4.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
5.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
6.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
7.	Ms.P.Kavitha	Accountant.	
8.	Ms.N.Dhivya Dharani III B.Sc(Maths)	Chairman Student Union Council	Students
9.	Ms.D.Priyanka III B.Com(CA)	Secretary Student Union Council	
10.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
11.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni

12.	Mr.T.K.Dhamodaran	President.	Stake Holders
13.	Mr.O.T.Vadivel	PTA President.	
14.	Mr. S. K. M. Macilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
15.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

The co-ordinator announced the following information to the members in the IQAC meeting.

- Mr.I.Selvam, Principal I/C, introduced the newly appointed Principal, Mrs. Renugadevi, Department of Commerce to all the members of IQAC.
- The chair Person appreciated the coordinator of the NSS Camp for conducting road safety Awareness Program on 31.01.2013.
- The coordinator congratulated all the faculty members for the results obtained in the semester exam.

In the meeting the following points were discussed and decisions were taken.

- It was decided to conduct II internal test for the even semester.
- The department of Tamil proposed to undertake an educational tour to Trichy & Kumbakonam to visit the Navagiraha Sthalangal.
- All the staff members were asked to train the students for the ensuring university examination in the month of April.
- It was decided in the meeting to conduct college sports day & Annual day.
- The HODs of Maths & English were asked to conduct remedial courses for the failures to get through in the examination.
- Career Guidance should be given to all outgoing students and more number of placement opportunities should be created.
- The Tamil and English Literary Association in charges were asked to conduct various skill based, Language competent competitions to the students for the college Annual day.
- The meeting came to an end with the vote of thanks by the co-coordinator.


Signature of the IQAC coordinator


Signature of the Chair Person

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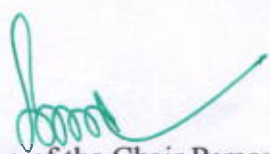
ACTION TAKEN REPORT 2012-2013

As per the decision taken in the meeting the following actions were implemented:

- The following departments ,CS, Physics, Biochemistry, English, Chemistry, Commerce, CA, Maths, Tamil conducted various programs, seminars, workshops, refresher courses, Medical Camp by inviting various faculty members, experts in all spheres.
- All the departments followed innovative teaching learning methods by using LCD.
- Blood Grouping Camp as an extension activity was conducted by Health Centre of our college, in which more than 150 students and 200 Public were benefited.
- The Remedial Classes for English and Maths Arrear students were started on September First week for odd semester and in February for even semester.
- As an outreach Programme students from government school, Arachalur were called to visit the Physical Lab and its apparatus.
- Club activities were effectively carried out so as to enable the students to get job opportunities.
- The college reopened 05.12.2012 for the even semester.
- NSS Camp took place in the month of December 2012.
- Second Internal Test for even semester was conducted from 25.02.2013 to 01.03.2013.
- Department of Tamil undertook the education tour to Trichy and Kumbakonam from 11.03.2013 to 13.03.2013.

- Proper coaching and revision was given to the students for the university examination.
- Sports day and Annual day was conducted on 16.02.2013.
- Eleven companies conducted interviews through placement cell.
- Various competitions for college Annual Day were conducted by Tamil and English Literary Association.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 05.07.2013

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 05.07.2013. The IQAC Chairperson Dr.S.Renugadevi presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Dr.S.Renuga Devi Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr.V.Sugumar HOD of Business Administration	IQAC Member.	
5.	Mrs.G.Esther Vijakala HOD of Commerce	IQAC Member.	
6.	Mrs.P.Rathiga HOD of Computer Applications.	IQAC Member.	
7.	Ms.J.Gowthami	Office Incharge.	Administrative/Technical Staff
8.	Ms.P.Kavitha	Accountant.	
9.	Ms.R.Viveka III BBA	Chairman Student Union Council	Students
10.	Ms.S.Keerthana Devi III BA English 'A'	Secretary Student Union Council	
11.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
12.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni

13.	Mr.T.K.Dhamodaran	President.	Stake Holders
14.	Mr.O.T.Vadivel	PTA President.	
15.	Mr. S. K. M. Macilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
16.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

The co-ordinator announced the following information to the members in the IQAC meeting.

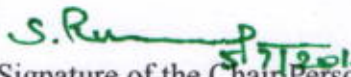
- Library Orientation Programme was conducted for the first year UG students on 29.06.2013 & 30.06.2013 to impart the Do's and Don'ts of Library.
- The chairperson appreciated the Department of Mathematics for conducting a guest Lecture on 02.07.2013 by inviting Karthick Swaminathan, Technical head, S21 Vector Animation Academy, Erode.
- The result analysis of the previous semester was discussed in the meeting and the chairperson advised all the HOD's to take remedial classes for the failures.
- And also the chairperson appreciated faculty members for producing the centum results.

In the meeting the following points were discussed and decisions were taken.

- It was decided to conduct a first internal exam for the current semester in the month of July.
- It was decided in the meeting to commence classes for MCA in the month of July.
- Department of Commerce proposed to conduct a Department Seminar on "Creating a Success for Commerce".
- It was proposed in the meeting to conduct an Eye Camp by the health centre in collaboration with Rotary club.
- CA Department proposed to conduct a Seminar on "An Application Orientated Data Structure".
- CS Department proposed to conduct a seminar on Project development.

- All the HOD's and the final year class in charge were asked to select the efficient and skillful students for the college Students union council.
- The meeting came to an end with the vote of thanks by the co-coordinator


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 14.03.2014

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 14.03.2014. The IQAC Chairperson Dr.S.Renuga Devi Presided over the meeting.

The following members were present in the meeting.

S.No	Name	Designation	Category
1.	Dr.S.Renuga Devi Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr.V.Sugumar HOD of Business Administration	IQAC Member.	
5.	Mrs.G.Esther Vijakala HOD of Commerce	IQAC Member.	
6.	Mrs.P.Rathiga HOD of Computer Applications.	IQAC Member.	
7.	Ms.J.Gowthami	Office Incharge.	Administrative/Technical Staff
8.	Ms.P.Kavitha	Accountant.	
9.	Ms.R. Viveka III BBA	Chairman Student Union Council	Students
10.	Ms.S.Keerthana Devi III BA English 'A'	Secretary Student Union Council	
11.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative

12.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
13.	Mr.T.K.Dhamodaran	President.	Stake Holders
14.	Mr.O.T.Vadivel	PTA President.	
15.	Mr. S. K. M. Maeilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
16.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

The co-ordinator announced the following information to the members in the IQAC meeting.

- M.phil scholars who have completed their viva-voice may apply for convocation from 25 of March.
- Faculty members & students are asked to give their utmost co-operation in admission process for the next academic year.
- Staff members are asked to utilize their time in positive way by engaging themselves in their research works or minor, major projects.
- NAAC work should be updated.
- Apart from providing a degree, college education should also focus on skill development programmes. Vocational courses can be offered and better still, the college can aspire to become a leading institute.
- The institution should have a strong network of alumni which can contribute hugely in presenting an impressive face of the institution.
- To work out the mechanism for ensuring timely, efficient and periodic progressive performance of academic activities on regular basis, the chair person requested the faculty members to widen the knowledge of students.

In the meeting the following points were discussed and decisions were taken.

- It has been decided to celebrate women's day.
- Feedback form should be collected from the students for this academic year.
- It was decided to give Career to all outgoing students and more number of placement opportunities should be created.
- A proper reference Journal of papers published by the Faculty should be brought out.
- Students should also be encouraged to publish their own journals.
- Tenth graduation day was planned to conduct in the month of September.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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ACTION TAKEN REPORT 2013-2014

As per the decision taken in the meeting the following actions were implemented:

- The First internal exam for odd semester was conducted from 23.07.2013 to 31.07.2013.
- The classes for MCA were commenced on 22.07.2013.
- Seminars proposed by the departments of commerce, CA and CS were conducted on 09.07.2013, 20.07.2013 and 25.07.2013 which had great impact of students.
- The proposed Eye Camp was conducted on 07.07.2013 in which nearly 300 villagers were benefited.
- College Student Union Council members were selected by the staff academic council.
- Women's day was celebrated on 08 March at 2.00 PM in the college auditorium.
- Feedback collected from students for this academic year was scrutinized and suggestions imparted were taken to implement.
- Twelve companies conducted interviews through placement cell.
- Number of Research Papers was published by faculty members.
- Tenth graduation day was successfully conducted on 29.09.2013.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 12.06.2014

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 12.06.2014. The IQAC Chairperson Dr.S.Renugadevi Presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Dr.S.Renuga Devi Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr.V.Sugumar HOD of Business Administration	IQAC Member.	
5.	Mrs.G.Esther Vijakala HOD of Commerce	IQAC Member.	
6.	Mrs.P.Rathiga HOD of Computer Applications.	IQAC Member.	
7.	Mrs.S.Parveen Sulthana HOD of English	IQAC Coordinator	
8.	Ms.T.Gowthami	Office Incharge	Administrative/Technical Staff
9.	Ms.P.Kavitha	Accountant.	
10.	Ms.T.Sindhu III B.Sc(Maths)	Chairman Student Union Council	Student
11.	Ms.K.Jayapriya III B.Sc(CS)'A'	Secretary Student Union Council	
12.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative

13.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
14.	Mr.T.K.Dhamodaran	President.	Stake Holders
15.	Mr.O.T.Vadivel	PTA President.	
16.	Mr. S. K. M. Maeilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
17.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts


The co-ordinator announced the following information to the members in the IQAC meeting.

- Our college transport has been updated with the total of 24 buses for the benefit of the students.
- The coordinator instructed all the HODs and faculty members to enhance the admission process of PG students for this academic year.
- Also the coordinator instructed to verify the syllabus for the current semester and prepare the workload, Teaching plan and Action plan by considering the development process of teaching Learning.
- Staff Members should avoid unauthorized leave.
- Classes should be taken only in English.
- Staff members are asked to give prior intimation about the books that are not available.
- Staff members are instructed to give introduction regarding the subject and also to have through preparation.
- Staff Members should take their class effectively.
- Staff members are asked to maintain various records like Mark Register, Absentees Register, Files, Class incharge etc, regularly.

In the meeting the following points were discussed and decisions were taken.

- The IQAC coordinator advised the UGC coordinators of all departments to intimate all the students of the UGC courses to write the examinations effectively without fail.
- It was decided in the meeting to inaugurate the I Year UG courses for the current academic year in the third week of June.
- The Chairperson advised the club coordinators to plan the activities of various club and execute the plan without any deviation.
- The Establishment of Language Lab in the college was discussed in detail.
- Eleventh Graduation day was planned to be conducted in the month of October.
- It was proposed by the HODs of Maths, CS, CA and English to conduct National Level Seminars in the month of September.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator


Signature of the IQAC coordinator


Signature of the Chair Person

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Date: 06.02.2015

The IQAC Meeting was conducted on 06.02.2015 The IQAC Chairperson Dr.S.Renuga Devi Presided over the meeting.

The following members were present in the meeting.

S.No	Name	Designation	Category
1.	Dr.S.Renuga Devi Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr. V.Sugumar HOD of Business Administration	IQAC Member.	
5.	Mrs.G.Esther Vijakala HOD of Commerce	IQAC Member.	
6.	Mrs.P.Rathiga HOD of Computer Applicantions.	IQAC Member.	
7.	Mrs.S.Parveen Sulthana HOD of English	IQAC Coordinator	
8.	Ms.T.Gowthami	Office Incharge	Administrative/Technical Staff
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10.	Ms.T.Sindhu III B.Sc(Maths)	Chairman Student Union Council	Student
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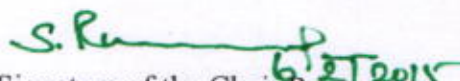
The co-ordinator announced the following information to the members in the IQAC meeting.

- The task of getting the feedback from students for the ongoing semester should be completed before the start of end semester examination for the first year students
- Departments to maintain daily activity documentation.
- IQAC must take pro-active role regarding quality issues.

In the meeting the following points were discussed and decisions were taken.

- Career Guidance should be given to all outgoing students and more number of placement opportunities should be created.
- Number of MOUs to be enhanced.
- Students support to be enhanced, student services Department to be strengthened and expanded.
- Extension and outreach programmes to be strengthened.
- Hostel capacity to be increased.
- Bridge courses to be explored.
- All Departments to be encouraged to publish research journals.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 15.07.2015

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 15.07.2015. The IQAC Chairperson Dr.P.Logambal Presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Dr.P.Logambal Principal	IQAC Chair Person	Teachers
2.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
3.	Dr.V.Sugumar HOD of Administration	IQAC Member.	
4.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
5.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
6.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
7.	Ms.P.Kavitha	Accountant.	
8.	Ms.N.Dhivya Dharani III B.Sc(Maths)	Chairman Student Union Council	Students
9.	Ms.D.Priyanka III B.Com(CA)	Secretary Student Union Council	
10.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management

11.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
12.	Mr.T.K.Dhamodaran	President.	Stake Holders
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14.	Mr. S. K. M. Macilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
15.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

The co-ordinator announced the following information to the members in the IQAC meeting.

- All the HODs are asked to run their department in an efficient manner.
- Proper control should be taken in all cadres.
- All the teaching faculty members are instructed to raise the standard of education by their co-operative effort.
- All are advised to maintain cordiality, morality and friendship inside the college premises.

In the meeting the following points were discussed and decisions were taken.

- Every department is advised to enrich the knowledge of students by extending department activities.
- All the faculty members are asked to work with the vigour to create "Arrear-clear semester".
- It is decided to commence the UGC classes in the month July 2015
- It has been decided to conduct the first Internal Assessment Test for the odd semester.
- Students and staff members are asked to submit articles for college magazine on or before 20.07.2015.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator
Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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ACTION TAKEN REPORT 2014-2015

As per the decision taken in the meeting the following actions were implemented:

- UGC Examination was successfully conducted.
- The first year UG courses were inaugurated on 16.06.2014.
- The club activities for both odd and even semester were planned by the respective club co-coordinators.
- English Language Lab was established with 60 computers for the benefit of students to develop the accuracy and fluency of the language.
- Eleventh Graduation day was successfully carried out on 19.10.2014.
- As proposed by the HODs of Maths, CS, CA and English National Level seminars were conducted on 12.08.2014, 12.09.2014.
- Sixteen companies conducted interviews through placement cell.
- MOU was signed with EDDISIA.
- Students were encouraged and participated in number of co-curricular and extracurricular activities.
- Community outreach programmes and NSS activities were conducted.
- Menu of food was changed in the hostel and rooms were extended.
- Bridge courses were conducted by all the departments.
- Staff members published may research papers in National/ International journals.


Signature of the IQAC coordinator


Signature of the Chair Person

NAVARASAM ARTS AND SCIENCE COLLEGE FOR WOMEN

(Affiliated to Bharathiar University, Coimbatore – 46)

(Nationally Accredited with 'B' Grade (CGPA 2.89 out of 4) by NAAC)

Arachalur, Erode (Dt)- 638 101. Tamil Nadu.

INTERNAL QUALITY ASSURANCE CELL

Date: 14.03.2016

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 14.03.2016. The IQAC Chairperson Dr.P.Logambal Presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Dr.P.Logambal Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr. V.Sugumar HOD of Administration	IQAC Member.	
5.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
6.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
7.	Ms.M.Jamuna HOD of Chemistry	IQAC Member.	
8.	Mrs.S.Parveen Sulthana HOD of English	IQAC Member.	
9.	Mrs.V.Kalaiselvi HOD of Physics	IQAC Member.	
10.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
11.	Ms.P.Kavitha	Accountant.	
12.	Ms.S.Deepika III B.Sc(CS)'B'	Chairman Student Union Council	Students
13.	Ms.V.Kaviya III B.A English 'B'	Secretary Student Union Council	

14.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
15.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
16.	Mr.T.K.Dhamodaran	President.	Stake Holders
17.	Mr.O.T.Vadivel	PTA President.	
18.	Mr. S. K. M. Maeilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
19.	Dr.C.Vadivel	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts


The co-ordinator announced the following information to the members in the IQAC meeting.

- Discussions were made to conduct University examination in an effective manner,
 - ❖ UG Examination Commences on – 4 April 2016.
 - ❖ PG Examination Commences on – 11 April 2016.
- Class In charges are asked to check the hall ticket thoroughly then issue to the students.
- Class In charge must instruct the students to fill the exam form neatly and correctly.
- Faculty members were asked to concentrate on their syllabus completion.

In the meeting the following points were discussed and decisions were taken.

- It was planned to conduct the model examination in the month of March.
- Faculty members are asked to discuss the previous year question paper in the class room.
- Career Guidance should be given to all outgoing students and more number of placement opportunities should be created.
- A discussion was made to identify the skills of students to develop them in all spheres.
- The chair person advised the commerce department to provide opportunities for the students to become entrepreneurs.

- It was decided to conduct Annual day in the month of March.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator
Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT 2015-2016

As per the decision taken in the meeting the following actions were implemented:

- Various department activities were conducted by all the departments.
- Extra training and coaching was given to the students to make Arrear-clear semester.
- UGC classes were started on 20.07.2015.
- First internal exam was conducted from 20.07.2015 to 25.07.2015.
- Articles for college magazine were submitted by faculty members and students.
- Model exam for even semester was conducted from 17.03.2016 to 22.03.2016.
- Even semester university exams were conducted effectively.
- Eighteen companies conducted interviews through placement cell.
- Advance learners among the students were identified and training was given to excel in curricular and co-curricular activities.
- Training and coaching was given to the commerce students through Entrepreneurial cell.
- College magazine was released in the Annual day.
- Annual day was celebrated triumphantly on 05.03.2016.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 21.06.2016

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 21.06.2016. The IQAC Chairperson Dr.P.Logambal Presided over the meeting.

The following members were Present in the meeting.

S.No	Name	Designation	Category
1.	Dr.P.Logambal Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr.V.Sugumar HOD of Administration	IQAC Member.	
5.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
6.	Dr.P.Gowsalya HOD of Biochemistry	IQAC Member.	
7.	Mrs.R.Vijayachandra HOD of Mathematics	IQAC Member.	
8.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
9.	Ms.M.Jamuna HOD of Chemistry	IQAC Member.	
10.	Mrs.S.Parveen Sulthana HOD of English	IQAC Member.	
11.	Mrs.V.Kalaiselvi HOD of Physics	IQAC Member.	
12.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
13.	Ms.P.Kavitha	Accountant.	

14.	Ms.V.Indhumathi III B.A English 'B'	Chairman Student Union Council	Students
15.	Ms.C.Anuroopitha III B.Sc (Maths)	Secretary Student Union Council	
16.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
17.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
18.	Mr.T.K.Dhamodaran	President.	Stake Holders
19.	Mr.Muthusamy	PTA President.	
20.	Mr. S. K. M. Maeilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
21.	Dr.L.M.Swarnalatha	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts


The co-ordinator announced the following information to the members in the IQAC meeting

- Staff Members were asked to verify their syllabus.
- Time table and work load should be finalized.
- Faculty members were asked to take classes effectively.
- Casual leave and permission should be informed prior and staff members were asked to avoid unnecessary leaves.

In the meeting the following points were discussed and decisions were taken.

- Inaugural function for the first year students should be conducted in a well manner and the necessary instruction must be given to them.
- Club activities must be carried out effectively on Saturdays.
- It was planned to conduct FDP Program on July 2.
- Department of Maths, CS and CA proposed to conduct National Level Workshop and Conference in the month of August and September.
- It was decided in the meeting to conduct internal audit of all department in the month of February 2017.
- A discussion was made to create an Eco-Friendly environment inside the campus.

- A discourse was made regarding the enhancement of Infrastructure.
- Twelfth Graduation day was planned to be conducted in the month of October.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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INTERNAL QUALITY ASSURANCE CELL

Date: 09.03.2017

MINUTES OF THE MEETING

The IQAC Meeting was conducted on 09.03.2017. The IQAC Chairperson Dr.P.Logambal Presided over the meeting.

The following members were present in the meeting.

S.No	Name	Designation	Category
1.	Dr.P.Logambal Principal	IQAC Chair Person	Teachers
2.	Mr.I.Selvam, HOD of Tamil,	Vice Principal, IQAC Member.	
3.	Mr.G.BalaKrishnan HOD of Computer Science	IQAC Coordinator	
4.	Dr.V.Sugumar HOD of Administration	IQAC Member.	
5.	Mrs.G.Esther Vijayakala HOD of Commerce	IQAC Member.	
6.	Dr.P.Gowsalya HOD of Biochemistry	IQAC Member.	
7.	Mrs.R.Vijayachandra HOD of Mathematics	IQAC Member.	
8.	Mrs.P.Rathiga HOD of Computer Applications	IQAC Member.	
9.	Ms.M.Jamuna HOD of Chemistry	IQAC Member.	
10.	Mrs.S.Parveen Sulthana HOD of English	IQAC Member.	
11.	Mrs.V.Kalaiselvi HOD of Physics	IQAC Member.	
12.	Ms.T.Gowthami	Office Incharge.	Administrative/Technical Staff
13.	Ms.P.Kavitha	Accountant.	
14.	Ms.V.Indhumathi III B.A English 'B'	Chairman Student Union Council	Students
15.	Ms.C.Anuroopitha III B.Sc (Maths)	Secretary Student Union Council	

16.	Dr.C.Kumarasamy	Secretary & Correspondent.	Management Representative
17.	Ms.L.Prabha	Assistant Professor of Commerce PSGR Krishnamal college Coimbatore.	Alumni
18.	Mr.T.K.Dhamodaran	President.	Stake Holders
19.	Mr.Muthusamy	PTA President.	
20.	Mr. S. K. M. Macilanandhan	Founder, SKM Group of companies, Erode.	Employers/ Industrialists
21.	Dr.L.M.Swarnalatha	Principal, Bharathiar University Constitution College, Sivagiri.	External Experts

The co-ordinator announced the following information to the members in the IQAC meeting.

- Staff Members were asked to concentrate on syllabus completion.
- Admission process should be enhanced by faculty members.
- Staff Members were asked to have cordial relationship with students.
- Class In charges are asked to verify the exam application form and ask the students to clear their fees arrears.
- Guides are asked to give proper guidance to the students to make their project work a flawless one.
- Staff Members were asked to submit model question papers on 15th March.
- Best Faculty Award will be given on Annual Day program.
- Staff Members were asked to collect details from the Alumni (Phone Number, E-mail and Residential Address).
- Staff Members were asked to give revision.

In the meeting the following points were discussed and decisions were taken.

- It has been decided to conduct model exam in the month of March 2017.
- It has been decided to celebrate women's day.
- Career Guidance should be given to all outgoing students and more number of placement opportunities should be created.

- It was decided to conduct Annual Day in the month of march.
- Thirteenth Graduation day was planned to be conducted in the month of August 2017.
- The Meeting came to an end with the vote of thanks by the IQAC coordinator

Mr.G. BalaKrishnan.


Signature of the IQAC coordinator


Signature of the Chair Person

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ACTION TAKEN REPORT 2016-2017

As per the decision taken in the meeting the following actions were implemented:

- Inaugural function for first year students was conducted on 18.06.2017.
- Club activities were planned and executed properly by the coordinators on all Saturdays.
- FDP was conducted on July 2nd.
- As proposed by HODs of Maths, CS and CA National Level Workshop and Conference were conducted on 04.08.2016 and 21.09.2016.
- The internal audit committee visited all the departments and audit was conducted in an effective manner.
- An orientation program was conducted to create awareness among the students and faculty members to have Eco-friendly environment inside the campus.
- Extension of library was initiated.
- Twelfth and thirteenth graduation days were successfully celebrated on 09.10.2016 and 13.08.2017.
- Model examination for even semester was conducted from 20.03.2017 to 26.03.2017.
- Women's day was celebrated on March 8, 2017.
- Sixteen companies conducted interviews through placement cell.
- College Annual day was conducted on 25 th March 2017.


Signature of the IQAC coordinator


Signature of the Chair Person