



SREE SARASWATHI THYAGARAJA COLLEGE
(AUTONOMOUS)
Palani Road, Thippampatti, Pollachi – 642107

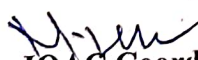
INTERNAL QUALITY ASSURANCE CELL

Date: 29. 12. 2023

IQAC Meeting on 29th December, 2023 by 03:30 p.m. at Sports Block Board Room.

Agenda:

1. To brief about the IIQA submission and acceptance
2. To discuss on progress of preparing SSR QnM and QIM by the Criterion in charges
3. To discuss the progress in NPTEL course registration
4. To discuss on NIRF submission
5. To discuss the collection of feedback from stack holders for the ongoing odd semester
6. To discuss on progress of preparing for the Alumni meeting on 24th Dec 2024 and Graduation Day
7. To discuss about the completion of FDP on CAMU and OBE process
8. To discuss about e- content preparation
9. To discuss the launching of 3 centers of excellence by the Dept. of English
10. To discuss the college's annual activities viz. Dr. Settu Memorial lecture, Aadukalm (intra-collegiate cultural fest), Sristi (inter-collegiate cultural fest) and conduct of EXPO
11. To discuss any other matter as proposed by the members with the permission of the chair.


IQAC Coordinator


Chairman



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Minutes of the Meeting

The Chairman / Principal presided over the meeting

The IQAC Coordinator Ms. M. Leclavathi welcomed all those present for the meeting and discussed about the action taken report of the previous meeting

IQ 1. To brief about the IIQA submission and acceptance

The following events held on respective dates was discussed by the IQAC Co-Ordinator

- ✓ 30.10.2023 –Query on IIQA
- ✓ 6.11.2023 – resubmitted, query on the same day
- ✓ 16.11.2023 – resubmitted IIQA
- ✓ 20.11.2023 – IIQA accepted, SSR Portal opened

IQ 2. To discuss on progress of preparing SSR QNM and QLM by the Criterion in charges

All criterion heads were requested to focus on metrics-wise data and its consolidation

IQ 3. To discuss the conduction of quality initiatives through FDP, and CDC cell

The FDP and CDC cells were asked to initiate the activities in line with awareness on NAAC NEP2020 to all the students and staff members

IQ 4. To discuss the progress in NPTEL course registration

The NPTEL course registration status of students and Faculty members was discussed and more enrollment was encouraged.

IQ 3. To discuss on progress of preparing for the Alumni meet on 24th Dec. 2023 and Graduation Day

The annual alumni meet on 24th Dec.2023 and the preliminary online meeting with the alumni department was discussed with the Alumni coordinator.

The Graduation Day 2023, committee and the event management with protocols were discussed

IQ 4. To discuss the completion of FDP on the CAMU and OBE process

The outcome of FDP on CAMU was discussed with the organizer

IQ 5. To discuss the launching of 3 centers of excellence by the Dept. of English

The Department of English has launched three centers of excellence and its objectives were briefed

IQ 6. To discuss e-content preparation

The LCS, e-content preparation, and YouTube content preparation activities were discussed

IQ 7. To discuss the college annual activities viz. Dr. Settu memorial lecture, Aadukalm (Intra collegiate cultural fest), Sristi (Intercollegiate cultural fest) and conduct of EXPO



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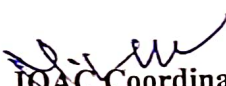
The brochures of Aadukalam and Sristi the intra-collegiate and inter-collegiate fest shall be disbursed to the students well in advance for effective communication.
The college-level EXPO was planned to be on 30th Jan. 2024.

IQ 6 To discuss about the collection of feedback from stack holders for the ongoing odd semester

The feedback from alumni, students, parents and employers shall be received through the routine formats at the completion of odd semester.

IQ 7 Any other matter

As per the recommendation of this meeting the IIQA submission was decided to be on 29.10.2023 and the necessary initiatives shall be proceeded accordingly


IQAC Coordinator


Chairman



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MEMBERS PRESENT:

S. No.	Role	Name with Designation	Signature
1.	Chairperson	Dr. A. Somu, Principal	
2.	Coordinator	Ms. M. Leelavathi	
3.	Senior Faculty Member	Dr. V. Selvin, Vice Principal-Academic Affairs	
4.	Senior Faculty Member	Dr. A. Abdul Rasheed, Director, School of Computing Science	
5.	Senior Faculty Member	Dr. V. Ramachandran, Director, Centre for Faculty Development	
6.	Senior Faculty Member	Dr. D. Senthil Vadivu, Head & Associate Professor, Department of Chemistry	
7.	Faculty Member	Dr. A. Samuel Chellathurai, Head, Department of DSA	
8.	Faculty Member	Dr. K. Parthasarathy, Associate Professor, Department of MSW	
9.	Faculty Member	Dr. O. V. Shanmuga Sundaram, Associate Professor, Department of Mathematics	
10.	Faculty Member	Dr. G. Anbuselvi, Head, Department of MSW	
11.	Faculty Member	Mr. V. Ashwanth Kanna, Head, Department of Psychology	
12.	Faculty Member	Ms. C. Akila, Head, Department of IT	
13.	Faculty Member	Dr. A. Selva Kumar, Associate Professor, Department of Commerce	



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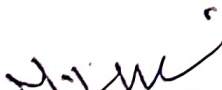
INTERNAL QUALITY ASSURANCE CELL

Date: 19. 10. 2023

IQAC Meeting on 19th September, 2023 by 03:30 p.m. at Sports Block Hall.

Agenda:

- 2.1 To discuss the ISO re-certification process
- 2.2 Activities of IQAC Coordinators and new members.
- 2.3 Discussion on the preparation status for submission of AQAR data (2022-2023)
- 2.4 Discussion about the effectiveness of ERP through IQAC
- 2.5 Discussion about improving the faculty achievements in Research and Development
- 2.6 To finalize the schedule on the progress of preparing IIQA and SSR Preparation and Submission
- 2.7 To discuss any other matter as proposed by the members with the permission of the chair.


IQAC Coordinator


Chairman



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Minutes of the Meeting

The Chairman / Principal presided over the meeting

The IQAC Coordinator Ms. M. Leelavathi welcomed all those present for the meeting and presented Action Taken Report for the last meeting.

IQ 2.1 To discuss the ISO re-certification process

The ISO audit should be scheduled and a mock audit should be done. All ISO files should be updated and the Internal audit team should be finalized.

IQ 2.2 Activities of IQAC Coordinators and new members.

The IQAC was reconstituted with new faculty members and coordinators for the academic year 2023-2024. The activities of the members were discussed

IQ 2.3 Discussion on the preparation status for submission of AQAR data (2022-2023)

All criterion heads were requested to focus on metrics-wise data and its evidence-collection process.

IQ 2.4 Discussion about the effectiveness of ERP through IQAC

The utilization of ERP and its effectiveness in the campus automation process, teaching-learning, and evaluation process was discussed.

IQ 2.5 Discussion about improving the faculty achievements in Research and Development

To increase the number of journal publications and patenting the efforts taken and the research scholar's performance were discussed.

IQ 2.6 To discuss on progress of preparing IIQA and SSR Preparation and Submission

Planned to submit IIQA in the last week of October 2023.

IQ 2.7 Any other matter

As per the recommendation of this meeting, the plan of action for scoring high grades in NAAC was discussed.


IQAC Coordinator


Chairman



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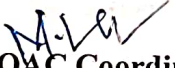
INTERNAL QUALITY ASSURANCE CELL

Date: 26.06.2023

IQAC Meeting on 26.06.2023 by 03:30 p.m. at Sports Block Hall.

Agenda:

1. To discuss the plan of Action /Road map of IQAC for the current academic year (2023-24 AY)
 - 1.1 Reconstitution of IQAC Coordinators and new members.
 - 1.2 The Report of AQAR (2021-2022)
 - 1.3 Discussion of the SSR Preparation and schedule on SSR submission
 - 1.4 Discussion about Conducting National level programmes and Publications
 - 1.5 Discussion about Submission of Report to IQAC, and updating of report of the event template
 - 1.6 To discuss on schedule for preparing IIQA and SSR Preparation and Submission
 - 1.7 To discuss any other matter as proposed by the members with the permission of the chair.


IQAC Coordinator


Chairman



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Minutes of the Meeting

The Chairman / Principal presided over the meeting

The IQAC Coordinator Ms. M. Leelavathi welcomed all those present for the meeting and introduced newly inducted members to the forum.

IQ 1.1 Reconstitution of IQAC Coordinators and new members

The IQAC is reconstituted with new faculty members and coordinators for the academic year 2023-2024. The roles and responsibilities of the members are discussed and assigned.

IQ 1.2 The Report of AQAR (2021-2022)

As AQAR 2021-2022 was submitted on 24.05.2023, the Report was presented to the members.

IQ 1.3 Discussion of the SSR Preparation and schedule on SSR submission

Criterion in-charges should increase the activities under their respective criterion. NAAC work has to be started from the June 1st week, The Schedule was drafted for the same.

IQ 1.4 Discussion about conducting National level programmes and publications

IQAC Criterion heads can coordinate with the department-wise criterion in charge to work on criterion-wise weightage for the collection of data. Every department should plan to conduct National and International level seminars and conferences in each semester. To increase the number of book publications, chapter publications, and proceedings were discussed.

IQ 1.5 Discussion about Submission of Report to IQAC

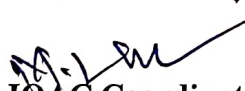
Suggested to all the criterion heads understand the weightage of all the metrics and based on that prepare the one-page report and submit it along with necessary documents to the IQAC. An updated one-page report template was presented. (attached)

IQ 1.6 To discuss on schedule for preparing and submitting IIQA

Planned to submit IIQA Before the 25th of October 2023.

IQ 1.7 Any other matter

Exit feedback collected was analyzed and submitted to the chairman for further action


IQAC Coordinator


Chairman



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Composition of IQAC (2023-2024)

Chairperson	Dr. A. Somu, Principal
Management Representative	Ln. M. A. Vijayamoghan, Secretary
Senior Administrative Officer	Mr. S. Velayuthasamy, Administrative Officer
Senior Faculty Member	Dr. V. Selvin, Vice Principal- Academic Affairs Dr. A. Abdul Rasheed, Director, School of Computing Science Dr. V. Ramachandran, Director, Centre for Faculty Development Dr. D. Senthil Vadivu, Head & Associate Professor, Department of Chemistry
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Faculty Member	Ms. C. Akila, Head, Department of IT
Faculty Member	Dr. A. Selva Kumar, Associate Professor, Department of Commerce
Student Nominee	Ms. Logavarshini, N.R.K, II MBA
Student Nominee	Mr. J. Nishanth, II. BCA
Alumni Nominee	Mr. S. Boopathi, Managing Director, Sebosa and RIndiaR Software Pvt. Ltd.
Industrial Nominee	Mr. G. Balasubramanian, Vice President & Company Secretary, Ramesh Iron & Steel Co. India Pvt, Ltd, Coimbatore
Employer Nominee	Mr. Aravind Dhandapani, Management-HR, Kanini Technologies, Coimbatore
Parent Nominee	P. Kanagaraja, BE., F/o, Sethumathav. K. (B. Sc IT) Sethu Builders, Pollachi
Philanthropist Nominee	A. S. Sankaranarayanan, Founder and Managing Trustee, Native Medicare Charitable Trust - Coimbatore
Local Nominee	Felix Claret. E, Assistant, Municipality Office, Pollachi
Coordinator	Ms. M. Leelavathi



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