

## **IQAC Meeting 2018-19**

**No: 01 (Internal Meeting)**

**Date: 13.07.2018**

**Venue: IQAC Room**

### **Agenda:**

AQAR 2017-18  
IQAC Newsletter  
File Updation  
IQAC Representatives

Establishment of Clubs  
Mentor-Mentee System  
I Con & I Can Clubs  
Skill based certificate courses

Policies for governance  
Best practices of the institution  
Media & Other rankings  
AQAR Submission  
Preparation of Academic  
Calendar

### **Discussion:**

1. The consolidation of AQAR 2017-18 and NAAC new format was discussed.
2. The Annual IQAC News Letter 2017-18 was discussed. The template and the content were finalised.
3. The discussion on file updation in department took place. Members suggested having department files criteria wise.
4. The IQAC representatives from the departments were finalized.
5. Establishment of New Clubs for holistic development of students to be initiated.
6. Discussion on Mentor-Mentee system to be followed by all the departments as per the directions of the Principal.
7. Slow learners (10 Students) and Advanced learners (5 Students) in all programmes be identified and motivated through I can and I con clubs respectively.
8. Skill based certificate course to be enhanced.
9. Policies for effective governance suggested.
10. Best practices of the institution identified.
11. Proposals for media and other ranking to be submitted by IQAC.
12. Timely Submission of AQAR shall we done.
13. Academic calendar to be drafted at the beginning of the Academic year and adherence to be monitored.



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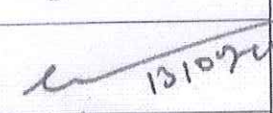


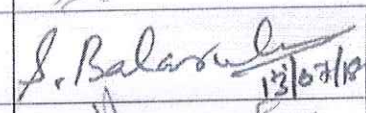
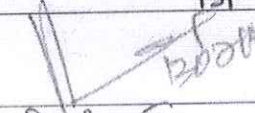
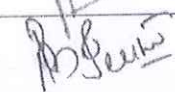
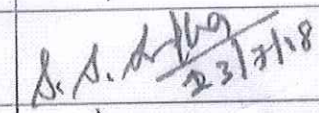
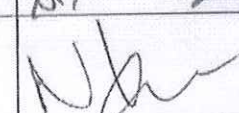

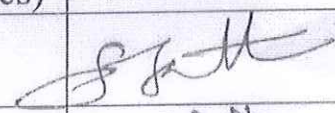
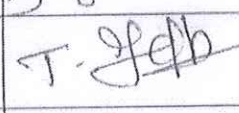
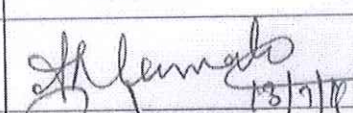
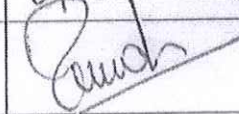
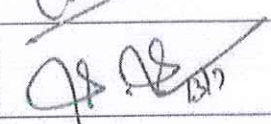
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## IQAC Members Meeting

Venue: IQAC Room

Date: 13.07.2018

Time: 3 pm

S.No	Name	Signature
1	Prof. Dr. V. Rajendran, Principal, Dr. N.G.P. Arts and Science College	 13/07/18
2	Dr.D.Geetharamani Dean –Academics	 13/07/18
3	Dr.S.Saravanan Dean- Administration	 23/7/18
4	Dr.S. Balaburamanian Dean- Research and Development	 13/07/18
5	Dr.V. Shanmugaraju Dean- Student Affairs	 20/07/18
6	Dr. B. Rosiline Jeetha, Co-ordinator IQAC	 13/07/18
7	Dr.S.S.Sudha Co-ordinator CDC	 23/7/18
8	Mr. N.Kumar, Joint Co-ordinator IQAC Assistant Professor, Dept. of Computer Science	 13/07/18
9	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	 13/7/18
10	Mrs.P.Kavitha Department of Chemistry	 13/7/18
11	Dr.T.Indhumathi Department of Biochemistry	 13/7/18
12	Mrs.A.Nirmala Department of Computer Applications	 13/7/18
13	Dr.T.Vasumathi Department of International Business	 13/7/18
14	Mrs.S.Sudha Department of English	 13/7/18



## **IQAC Meeting 2018 – 19**

**NO: 02 (INTERNAL MEETING)**

**DATE: 10.08.2018**

**VENUE: IQAC ROOM**

### **Agenda:**

- Discussion on previous agenda
- Finalization of department files
- Discussion on Dr. N.G.P.ASC News bulletin
- Objectives of the department - Presentation
- Any other

### **Discussion:**

1. The department files of NAAC and Autonomous have been discussed and finalized. The new files are categorised based on criteria and the respective deans are also assigned for each criteria.
2. Dr. N.G.P. ASC news bulletin was planned and discussed. The contents and the format were discussed. It was suggested to frame committees for the bulletin.
3. The presentation of HODs on department objectives is discussed. It was decided to prepare a schedule for the same.

### **Action Taken:**

1. The AQAR 2017-18 was prepared and brought to the discussion of the members and it was approved by the cell.
2. The Newsletter 2017-18 was prepared and brought to the discussion of the members and the template was discussed by the cell.
3. The list of updated files was discussed and resolved the names as per the criteria.





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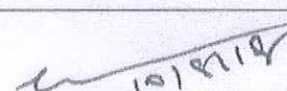
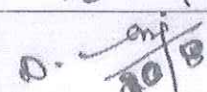

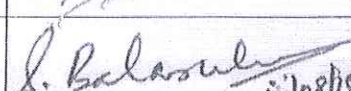

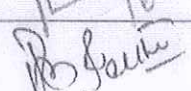
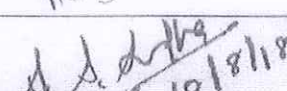
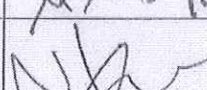
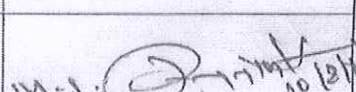
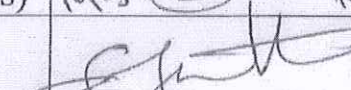
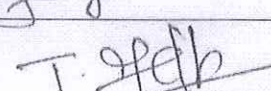
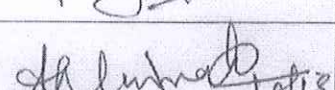
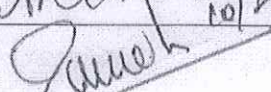

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## IQAC Members Meeting

Venue: IQAC Room

Date: 10.08.2018

Time: 3 pm

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2	Dr.D.Geetharamani Dean –Academics	
3	Dr.S.Saravanan Dean- Administration	
4	Dr.S. Balaburamanian Dean- Research and Development	
5	Dr.V. Shanmugaraju Dean- Student Affairs	
6	Dr. B. Rosiline Jeetha, Co-ordinator IQAC	
7	Dr.S.S.Sudha Co-ordinator CDC	
8	Mr. N.Kumar, Joint Co-ordinator IQAC Assistant Professor, Dept. of Computer Science	
9	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	
10	Mrs.P.Kavitha Department of Chemistry	
11	Dr.T.Indhumathi Department of Biochemistry	
12	Mrs.A.Nirmala Department of Computer Applications	
13	Dr.T.Vasumathi Department of International Business	
14	Mrs.S.Sudha Department of English	



## **IQAC Meeting 2018 – 19**

**NO: 03 (INTERNAL MEETING)**

**DATE: 24.09.2018**

**Time: 3.30 pm**

**VENUE: IQAC ROOM**

### **Agenda:**

- Discussion on previous agenda
- Activities three month (June, July & August)
- NSS Activities
- Academic Club Activity
- Sports activity
- EDC
- Student Affairs – club Activity
- DBT Star College Scheme
- Any other

### **Discussion:**

- Dr. D. Geetha Ramani, Dean – Academics welcomed the gathering on behalf of the IQAC team
- 3 Months activity report was presented by Dr. B. Rosiline Jeetha, Co-Ordinator – IQAC
- It is advised by the Madam Secretary to organise only 3 guest lecture for the academic year effectively.
- It is advised by Madam Secretary to conduct IELTS Exam Preparation, list of foreign universities for higher education club.
- It is planned to conduct unit test for the entire subject for next semester.
- It is discussed to implement shift system from the next academic year of the conducting an opinion survey from the student.
- Madam Secretary has suggested moderating the student to go for typewriting classes in the evening hours.



- Industrial visit is restricted to only one day for all Programmes.
- Madam Secretary suggested to motivate MHM students to learn psychology and to have practical experience in hospital.
- It is decided to implement placement orientation for II year students at the beginning of the academic year.
- It is suggested to give placement readiness programme in the department itself.
- It is discussed to display the digital display board at the entrance of the main block in order to display the activities of the college.
- Madam Secretary suggested motivating the student to take NPTEL exams every year.
- Madam Secretary advised to invite school music teacher to train collage students for the college assembly.
- It is suggested that road safety awareness photo should be uploaded in the college website.
- Orientations on companies visit should be arranged.
- Dr.S.Saravanan, Dean – Administration delivered the concluding remarks of the meeting.
- Meeting ended with vote of thanks by Mr.N.Kumar, IQAC –Joint Co-ordinator.





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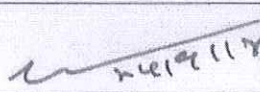
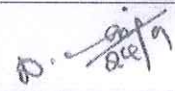

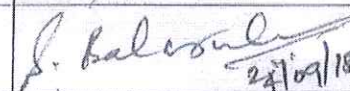

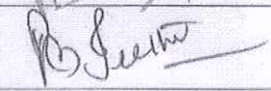

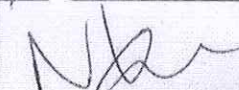

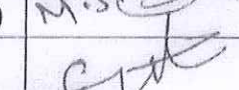
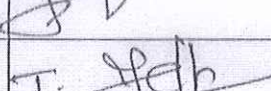
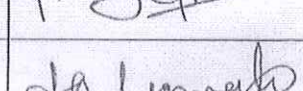
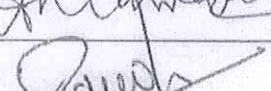
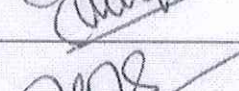
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## IQAC Members Meeting

Venue: IQAC Room

Date: 24.09.2018

Time: 3.30 pm

S.No	Name	Signature
1	Prof. Dr. V. Rajendran, Principal, Dr. N.G.P. Arts and Science College	
2	Dr.D.Geetharamani Dean –Academics	
3	Dr.S.Saravanan Dean- Administration	
4	Dr.S. Balaburamanian Dean- Research and Development	
5	Dr.V. Shanmugaraju Dean- Student Affairs	
6	Dr. B. Rosiline Jeetha, Co-ordinator IQAC	
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12	Mrs.A.Nirmala Department of Computer Applications	
13	Dr.T.Vasumathi Department of International Business	
14	Mrs.S.Sudha Department of English	



## **IQAC Meeting**

**NO: 04 (INTERNAL MEETING)**

**DATE: 23.10.2018**

**Time : 3.pm**

**VENUE: IQAC ROOM**

### **Agenda:**

- Discussion on previous agenda
- Activities Report
- HoDs Presentation – Dept. Objectives.
- Class Committee meeting.
- NIRF – Submission.
- ARIIA - Queries

### **Discussion:**

- The members were asked to verify the status of the activities report submitted by the department.
- The pending details have to be collected before 5<sup>th</sup> of every month. It was resolved.
- The schedule and the conduct of HODs Department Objectives progress presentation was discussed and planned.
- The scheduled of the class committee meeting was discussed.
- NIRF – 2019 data submission and queries were discussed.
- ARIIA – 2019 queries were discussed.

### **Action Taken:**

- As Madam Secretary suggested it was decided to conduct only 3 guest lecture for the academic year effectively.
- It was decided to conduct IELTS Exam Preparation, list of foreign universities for higher education club.
- It is decided to implement shift system from the next academic year of the conducting an opinion survey from the student.
- Industrial visit is restricted to only one day for all Programmes.
- It is decided to implement placement orientation for II year students at the beginning of the academic year.
- It is discussed to display the digital display board at the entrance of the main block in order to display the activities of the college.





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## IQAC Members Meeting

Venue: IQAC Room

Date: 23.10.2018

Time: 3 pm

S.No	Name	Signature
1	Dr. O.T. Buvaneswaran Chief Executive Officer, KMCRET	<i>O.T. Buvaneswaran</i>
2	Prof. Dr. V. Rajendran Principal, Dr, N.G.P. Arts and Science College	<i>V. Rajendran</i>
3	Dr. P.R. Muthuswamy, Director Academics, Dr. N.G.P. Educational Institutions	<i>P.R. Muthuswamy</i>
4	Dr.D.Geetharamani, Dean –Academics	<i>D. Geetharamani</i>
5	Dr.S.Saravanan, Dean- Administration	<i>S. Saravanan</i>
6	Dr.S. Balaburamanian, Dean- Research and Development	<i>S. Balaburamanian</i>
7	Dr.V. Shanmugaraju, Dean- Student Affairs	<i>V. Shanmugaraju</i>
8	Dr. B. Rosiline Jeetha, Co-ordinator - IQAC	<i>B. Rosiline Jeetha</i>
9	Dr.S.S.Sudha, Co-ordinator CDC	<i>S.S. Sudha</i>
10	Mr. N.Kumar, Joint Co-ordinator IQAC	<i>N. Kumar</i>
11	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)	<i>M.S. Ranjithkumar</i>
12	Mrs.P.Kavitha, Department of Chemistry	<i>P. Kavitha</i>
13	Dr.T.Indhumathi, Department of Biochemistry	<i>T. Indhumathi</i>
14	Mrs.A.Nirmala, Department of Computer Applications	<i>A. Nirmala</i>
15	Dr.T.Vasumathi, Department of International Business	<i>T. Vasumathi</i>
16	Mrs.S.Sudha, Department of English	<i>S. Sudha</i>



## **IQAC Meeting NO: 05 (2018 – 19)**

**DATE: 14.12.2018**

**Time : 3.pm**

**VENUE: IQAC ROOM**

### **Agenda:**

- Discussion on previous agenda
- IQAC News letter 2018 – 19
- Schedule of IQAC Representatives Meeting
- NIRF – Submission
- ARIIA – Submission
- Any other.

### **Discussion:**

- The IQAC newsletters 2018 -19, FOCUS – frame work was discussed & the contents were discussed.
- The progress of the department objectives presentation was discussed.
- NIRF – 2019 – Queries and Submission was discussed
- ARIIA – 2019 – Queries and Submission was discussed

### **Action Taken:**

- Conduct of Class committee meeting was discussed
- HoDs presentation was completed and discussed about the progression.
- NIRF submission queries were clarified
- ARIIA submission queries were clarified





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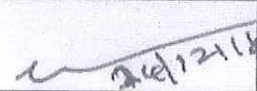
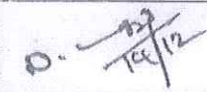
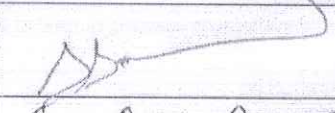
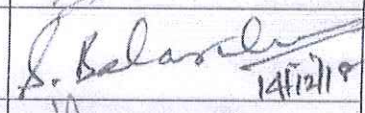
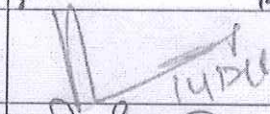
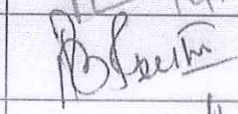
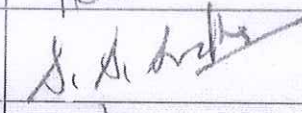
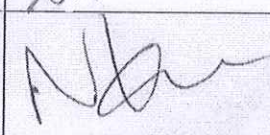
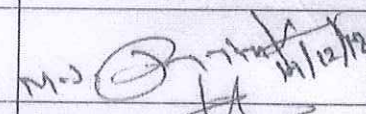
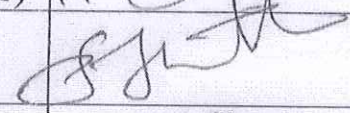
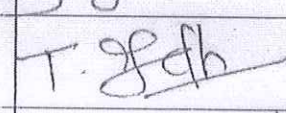
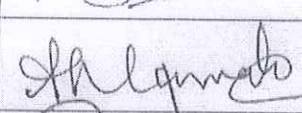
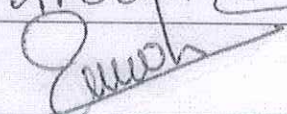
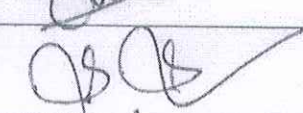
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Date: 14.12.2018

Time: 3 pm

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6	Dr. B. Rosiline Jeetha, Co-ordinator IQAC	
7	Dr.S.S.Sudha Co-ordinator CDC	
8	Mr. N.Kumar, Joint Co-ordinator IQAC Assistant Professor, Dept. of Computer Science	
9	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	 14/12/18
10	Mrs.P.Kavitha Department of Chemistry	
11	Dr.T.Indhumathi Department of Biochemistry	
12	Mrs.A.Nirmala Department of Computer Applications	
13	Dr.T.Vasumathi Department of International Business	
14	Mrs.S.Sudha Department of English	



## **IQAC Meeting NO: 06 (2018 – 19)**

**DATE: 12.02.2019**

**Time: 3.pm**

**VENUE: IQAC ROOM**

### **Agenda:**

- Discussion on previous agenda
- Finalization of IQAC News letter 2018 – 19
- NIRF – Submission & Result
- ARIIA – Submission & Result
- Any other.

### **Discussion:**

- The IQAC newsletter 2018 -19, FOCUSES – frame work and contents were finalized.
- NIRF – 2019 – An analysis was made towards NIRF 2019. The results and the predictions of the NIRF 2019 was discussed.
- ARIIA – 2019 – The ARIIA 2019 analysis was done.

### **Action Taken:**

- Conduct of Class committee meeting was discussed
- HoDs presentation was completed and discussed about the progression.
- NIRF submission queries were clarified
- ARIIA submission queries were clarified





# DR. N.G.P. ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)

Approved by Government of Tamilnadu and Re-accredited by NAAC with 'A' Grade

DST – FIST | DBT – Star College

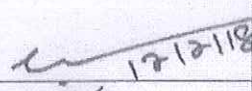


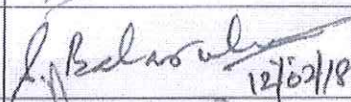

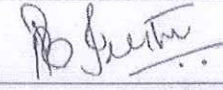
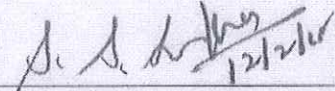
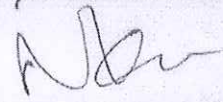
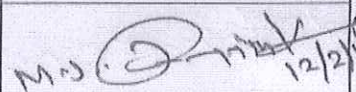

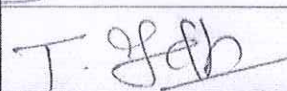
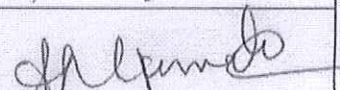
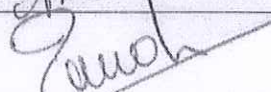
Dr. N.G.P.-Kalapatti Road, Coimbatore – 641 048

## IQAC Members Meeting

Venue: IQAC Room

Date: 12.02.2019

Time: 3 pm

S.No	Name	Signature
1	Prof. Dr. V. Rajendran, Principal, Dr. N.G.P. Arts and Science College	 12/2/18
2	Dr.D.Geetharamani Dean –Academics	 12/2
3	Dr.S.Saravanan Dean- Administration	
4	Dr.S. Balaburamanian Dean- Research and Development	 12/02/18
5	Dr.V. Shanmugaraju Dean- Student Affairs	 12/2/18
6	Dr. B. Rosiline Jeetha, Co-ordinator IQAC	
7	Dr.S.S.Sudha Co-ordinator CDC	 12/2/18
8	Mr. N.Kumar, Joint Co-ordinator IQAC Assistant Professor, Dept. of Computer Science	
9	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	 12/2/18
10	Mrs.P.Kavitha Department of Chemistry	
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