

	<p style="text-align: center;">Dr. N.G.P. ARTS AND SCIENCE COLLEGE (An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100</p>	<p style="text-align: center;">NAAC 3rd Cycle</p> <hr/> <p style="text-align: center;">Criterion VI Metric 6.5.3</p>
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AY 2017 – 18 : IQAC Minutes of Meeting

The following are the IQAC minutes of meeting for Qualitative Assurance Initiatives of the Institutions during the academic year 2017-18:

IQAC meeting 2017-2018 No 1 : (INTERNAL MEETING)	
Date: 20.10.2017	Venue: IQAC Room
Agenda: <ul style="list-style-type: none"> BOS NIRF -2018 Ranking SCAA Academic council 	
Discussion: <ul style="list-style-type: none"> The IQAC members discussed about report preparation for Governing Body meeting. The members were asked to verify the status of activity report submission by every department. Members were asked to update the pending details of guest lectures and extension activities before this month end. Detailed deliberation on NIRF -2018 Queries was done 	
Action taken: <ul style="list-style-type: none"> The department activity report was consolidated. Department activity was verified Guest Lecture and extension activity details were updated Queries raised regarding NIRF-2018 were addressed 	



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Metric 6.5.3

Dr.N.G.P. Arts and Science College Internal Quality Assurance Cell (IQAC) - 2017-2018

Date : 20.10.2017

Venue : IQAC Room

S.No.	Staff Name	Signature
1	Dr.P.R. Muthuswamy Principal, Dr.N.G.P. Arts and Science College (Autonomous)	
2	Dr.B. Satheesh Kumar HoD, Department of Mathematics	
3	Dr.B. Rosiline Jeetha HoD, PG and Research Department of Computer Science	
4	Dr.D. Geetharamani Coordinator-Center for Research	
5	Dr.M.S. Ranjith Kumar HoD, Department of B.Com (BA)	
6	Dr.S. Mohan HoD, Department of Management Studies	Leave
7	Dr.S. Mohanraj HoD, Department of International Business	
8	Dr.V. Usha Professor, Department of Biochemistry	
9	Dr.V. Abirami Professor, Department of Management Studies	Leave
10	Mr.A. Sunil Franklin HoD, Department of Hospital Administration	





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IQAC meeting 2017-2018

No 2 : (INTERNAL MEETING)

Date: 18.01.2018

Venue: IQAC Room

Agenda:

- Discussion on previous agenda
- Department activities
- Schedule of IQAC Members Meeting
- Any other

Discussion:

- The progresses of department activities were discussed and follow up plan to update the department activities to IQAC was discussed.
- Schedule to conduct class committee meeting was discussed.
- The IQAC Newsletter progression was discussed.

Action taken:

- Class committee meeting was conducted during (29.01.2018 – 31.01.2018) and the issues were addressed by the principal with respective in charges.
- The IQAC Newsletter was prepared and printed.





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Date : 18.01.2018

Venue : IQAC Room

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2	Dr.B. Satheesh Kumar HoD, Department of Mathematics	
3	Dr.B. Rosiline Jeetha HoD, PG and Research Department of Computer Science	
4	Dr.D. Geetharamani Coordinator-Center for Research	
5	Dr.M.S. Ranjith Kumar HoD, Department of B.Com (BA)	
6	Dr.S. Mohan HoD, Department of Management Studies	
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IQAC Meeting 2017-2018

No 3 : (INTERNAL MEETING)

Date: 20.03.2018

Venue: IQAC Room

Agenda:

- Governing Body
- NIRF -2018 Ranking
- Revised IQAC Composition
- Revised Responsibilities of HOD and staffs
- Division of faculty
- Establishment of New clubs
- Regulation of visiting / Adjunct faculty
- Performance appraisal index
- Village adaptation
- Research policy / Seed money / Research Incentives
- Road mop
- Academic Audit 2017

Discussion:

- Conduct of Governing Body meeting
- NIRF -2018 Rank and Gaps
- Revision of The IQAC internal and external composition
- Revision of Responsibilities of HoDs and staffs
- To discuss about the identification of departments to be placed under the division of faculty.
- Establishment of new clubs for the academic year 2017 -2018
- Regulation for the appointment of visiting / Adjunct faculty
- Parameters for Performance Appraisal Index of staff members
- Village adoption and conduct extension activities through student volunteers





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- Framing Research policy, regulations for Seed Money and Research Incentives
- The college objectives of 18-19, short term and long term goals

Action taken:

- The schedule for the conduct of governing body meeting was submitted and the date to conduct the meeting was finalized.
- Score obtained for various parameters in NIRF ranking was discussed and strategies to improve the score were discussed.
- IQAC internal and external composition was revised
- Responsibilities of HoDs and staff was drafted
- Identification of departments to be brought under the faculty of Basic science, Bio science, Computer Science, Commerce, Management and Humanities was done
- It is decided to establish new clubs for academic year 2017 -2018
- Guidelines to appoint to appoint visiting / Adjunct faculty for all discipline were drafted
- Parameters for calculating Performance appraisal index of staff members were drafted
- Decided to adopt 2/3 villages and conduct various social works through student volunteers
- Research policy, Regulation for the award of Seed money, Research Incentives were drafted.





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	Dr.V. Abirami Professor, Department of Management Studies	
10	Mr.A. Sunil Franklin HoD, Department of Hospital Administration	Leave

