

IQAC Minutes

2017-2018

DATE	MINUTES	OUTCOME
15.06.2017	<ul style="list-style-type: none"> Two Newsletter per Year Formulating Committees 	<ul style="list-style-type: none"> Newsletters were prepared Committees were formulated
27.06.2017	Restructuring Notes of Lesson to personal session plan	Personal session plan was prepared & submitted by every Friday to HOD & Principal
07.07.2017	Planned to have FDP on Research & Publication	Verify (Activities)
16.08.2017	Discussed to update students profile	Data card were prepared & given to Department
01.09.2017	Decided to collect information on pass percentage, students progression, placement & Add-on Course	Details were collected for AQAR Report
15.09.2017	<ul style="list-style-type: none"> Discussed about submission of AQAR Planned Crosscom, Newsletter Decided to have one MoU & linkage for Department 	<ul style="list-style-type: none"> AQAR was Submitted on 23.10.2017 Prepared ---
13.10.2017	<ul style="list-style-type: none"> Decided to get experts feedback on Curriculum Planned to have FDP at the end of Semester Planned about external & internal audit 	<ul style="list-style-type: none"> During external audit feedback was obtained FDP was held on 30.10.2017 Dr.Benson, St.John's College, Palayamkottai handled the session Experts were arranged to conduct external audit for each Department. Internal audit was done by the Head of the Department.
06.12.2017	Feedback form was framed for students, parents, alumnae were collected	Parents feedback on curriculum was collected during PTA meeting. Students feedback on curriculum, Infrastructure, Library, staff was also collected.
02.02.2018	<ul style="list-style-type: none"> Discussed about Revised guidelines about criteria and decided to have a meeting for all the faculty members. Discussed about the creation of funds through major and minor projects. 	<ul style="list-style-type: none"> Two days programme was arranged for all the faculties on new guidelines of NAAC on 17th and 19th February,2018. To make awareness on faculty development programme on major and minor project was arranged. Dr.Pious, professor, VO.Chidambaram College, Thoothukudi was the resource person.
02.03.2018	Planned to organize a career guidance programme for outgoing students.	Career guidance programme was organized for outgoing students on 15 th March,2018. Mr.Nellaivlagammal, chaired the session.
16.03.2018	Planned the Department audit and evaluation of Department.	It was decided to have on 25 th April,2018. External experts were invited.

