

Minutes of the IQAC Meeting held on 09.01.14

Prayer led by Dr. Geetha Kanagaraj

Matters brought forward	Subject/Issue	Suggestion/Discussion	Action to be taken/Suggestions	Person(s)/Centre in-charge
CoE	Semester-wise results	Principal suggested that I,II,III year results be sent to the Departments –with details like no. of students who have passed in all subjects, total no. of students having arrears, no. of students with arrears in 1,2, 3,4,5 and more than 5 subjects. Example: I UG: Results of Semester – I II UG: Results of Semester – I – Semester – III III UG: Results of Semester – I – Semester – V IPG: Results of Semester – I II PG: Results of Semester – I – Semester - III	Result analysis of the I,II and III year students to be sent to departments.	COE
CoE	Raw data -results	Mr. Nawas Babu commented that the raw data be presented using pictorial representation	To use certain filters on the data and present it in such a manner that diagnosis will be easier and the report can be easily generated	COE
CoE	Students having arrears in major subjects	COE suggested that the departments to take efforts / remedial measures for those who have failed in major papers	Departments to arrange for remedial classes and follow –up with the results of the students who underwent remedial coaching	Heads of Departments
CoE	Reason for low pass percentage in major subjects	Sharon, Student Union President observed that students are not motivated to learn major subjects		
CoE	Students are admitted in majors in which they are not interested due to parental pressure	Psychometric Test before admissions to assess students' aptitude in major subjects	Due to Government rules regarding admissions, it was decided to administer the assessment after the admissions for BBA, ENG (SF), ECO, HIS, TAM and Chemistry and inform parents the outcome.	Placement Officer and Coordinator of CHRD

CoE	Students do not take up the June repeat exam seriously	The pass percentage remains low inspite of voluminous work undertaken by the Examinations Office in May and June. (more than 300 courses registered by 1162 students)	Feedback to be taken by CoE and CHRD to find the possibility of conducting the repeat exams as odd in odd and even in even instead of the current practice	CoE and Coordinator of CHRD
	Tapping funds for students' scholarship	Corporate funds through CSR activities and other funding agencies can be tapped.	Setting up of Centre for Developmental Activities-Liaisoning with Alumnae and Corporates	Principal
CoE	Comprehensive e-assessment for II PG	Not many students take up the comprehensive e-assessment and out of those who attend very few score more than 50% . Faculty do not update the question bank	Students to be motivated to take up the comprehensive e-assessment Question Bank to be updated by faculty	HoD
Dr.R. Nimma Elizabeth	Academic Performance Index	UGC model for API for career advancement cannot be applied as such.	Tailormade API for LDC to be framed	Deans
Dr.R. Nimma Elizabeth	Benchmarking	Identify criteria for benchmarking (eg. Placement record, Alumnae development etc.) Visit Institutions after selecting criteria	Identify criteria & visit institutions	Deans & Coordinator of CED
Dr.R. Nimma Elizabeth	Career Guidance	Students involvement with CGPC	Students to be exposed to career opportunities from I year Outstanding alumnae to be invited periodically for guest lectures	Placement Officer HoD
Dr.R. Nimma Elizabeth	HRD	Industry Institute Partnership to be part of IQAC plan	Faculty members to have subject wise industry interaction	HoD
Dr.R. Nimma Elizabeth	Utilising free time of housewives	Expertise of housewives can be tapped	Initiate a forum by registering willing housewives – need not be alumnae	Centre for Women's Studies & Alumnae Association

Chairperson

Dr. A. Mercy Pushpalatha
Principal & Secretary

IQAC - Co-ordinator

Dr. R. Nimma Elizabeth

Approval of the Minutes by the Members

External Members:

Dr. V. Alagappan

Mr. Nawas Babu

Dr. Sembon David

Internal Members:

Dr. W. Isabel
Vice Principal

Dr. Beulah J.M. Rajkumar
Bursar

Mrs. S. Srii Latha
Assistant Coordinator, IQAC

Mrs. Esther Daniel
DAA (Sciences)

Dr. Geetha Kanagaraj
DAA (Humanities)

Dr. M. K. Jayalakshmi
CPEC Convenor

Administrative Staffs

Mrs. Mary Ponmany

Mr. Sathya Nesan