

Minutes of IQAC Meeting held on 10.07.2018, at 11.00.a.m. in the Seminar hall

The meeting of the Internal Quality Assurance Cell (IQAC) was convened at 11.00 a.m. on 10th July 2018 in the Seminar Hall.

The following members attended the meeting.

S. No	Name of the Staff/ Invitee	Responsibility
1.	Dr. A.R. Ponperiasamy Principal	Chairperson
2.	Dr. A. Venkatesan	IQAC coordinator
3.	Dr. P. Neelananarayanan Controller of Examination	Administrative officer
4.	Thiru. R. Selvakumar Librarian	Administrative officer
5.	Dr. M. Muralidharan Associate Professor & Head Department of Computer Science	Ex Officio Member
6.	Dr. K.T. Tamilmani, Dean of Academic affairs	Ex Officio Member
7.	Dr. C. Sasikumar Dean of Research Head & Department of Botany	Ex Officio Member
8.	Dr. V. Mohana Selvi Assistant Professor of Mathematics	Member
9.	Dr. S.R. Komahan Kavirinadan Associate Professor & Head Department of English	Member
10.	Dr. A. Kasthuri Assistant Professor of Chemistry	Member
11.	Dr. P. Kalpana Assistant Professor of Computer Science	Member
12.	Mr. T. Siva Research Scholar Department of Zoology	Student Representative
13.	Mr. M. Sathish Aravindh Research Scholar Department of Physics	Student Representative



The following agenda was considered for discussions

1. To discuss the revision of the syllabus with a thrust on OBE.
2. To disseminate Programme Outcome (PO) and Programme Specific Outcome (PSO) to the students through various forums.
3. To discuss the collection of feedback on curriculum from stakeholders.
4. Any other matters.

The Chairperson and Principal of the college Dr. A.R. Ponperiasamy presided over the meeting and extended a warm welcome to all the members. He invited Dr. A. Venkatesan, IQAC coordinator to take up the agenda one by one.

The IQAC coordinator invited Dr. K.T. Tamilmani, Dean of Academic affairs to move the first agenda: Revision of the syllabus with a thrust on Outcome Based Education (OBE). Dr. K.T. Tamilmani explained the crux of OBE which is the need of the hour in the curricula framework. He asked all Chairmen of Board of Studies to revise *their curricula concerned with a special emphasis on OBE*. The members insisted to organize a workshop on OBE so as to enable the staff to understand the concept clearly. The council accepts it and requests Dr. K.T. Tamilmani to organize a workshop on the concept of OBE.

The IQAC coordinator himself moved the second agenda- Disseminate PO and PSO through various forums. Dr. A. Venkatesan explained the importance of PO and PSO of the particular programme. He asked all the Heads of the Departments to disseminate this information to the students when they attend various functions including fresher's day, bridge course, and department function apart from sending circular in this regard. The members agreed the agenda and will do in their departmental meeting and other forums.



Dr. M. Muralidharan moved third agenda. He insisted that in order to pursue curriculum revision, the board might collect the feedback from various stakeholders namely, students, alumni, course teachers, parents, employers and so on. On basis of the feedback, the revision of the syllabus shall happen. After analyzing the feedback the obligatory measures may be carried out and the same may be placed in various bodies. The Heads of Departments agreed the perception of feedback and will pursue to collect and analyse the feedback of stakeholders of higher education for betterment of curricula.

For the final agenda, Dr. C. Sasikumar moved it to elucidate the importance of exit-feedback which may be obtained from the outgoing students. Dr. M. Muralidharan suggested that it may be done when the outgoing students are in the campus for receiving transfer certificates or for convocation ceremony. The IQAC accepts it and assigned that the collected exit-feedback may be given Dr. K. Karunakaran, Department of Economics for further course of action.

Dr. A. Venkatesan finally seeks the cooperation of the Heads of Departments for preparation of AQAR for the academic year 2017-2018.

At the end of meeting, the IQAC coordinator proposed a vote of thanks.

A. Venkatesan
10/7/2018
IQAC Coordinator



Principal
10/7/2018
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