



GANESAR COLLEGE OF ARTS AND SCIENCE

(Accredited with 'B' grade by NAAC)
MELAISIVAPURI - 622 403, PUDUKKOTTAI, TAMILNADU
Phone: 04333 - 247218, 247603

Ref No: GCAS/IQAC/24-25/01

Date:

27.06.2024

Date: 27-06-2024, Time: 3.00.PM, Venue: IQAC Room

INTERNAL QUALITY ASSURANCE CELL (IQAC) **MINUTES OF THE MEETING**

A Meeting of Internal Assurance Quality Cell of Ganesar College of Arts and Science was held on 27.06.2024 at 3.00 pm in IQAC Room.

The Chairperson Dr. V.A.Palaniappan welcomed the members. Dr.M.Suresh Kumar, Coordinator of IQAC, presented a review:
The following points were discussed in the meeting:

| Sl.No | Agenda | Resolution |
|--------------|--|---|
| 1 | Confirm of the meetings of previous Meeting on 13-10-2023 and Action taken report for minutes of the meeting | IQAC Co-ordinator read out the Minutes of earlier meeting and was approved by the members |
| 2 | SSS | Our college has successfully submitted our SSR-NAAC on 21-06-2024. It was accepted by NAAC and they have started the Student satisfaction survey. All the staff members were asked to clear the doubts of the students regarding the procedures of SSS filling. |
| 3 | DVV Clarification | As part of the NAAC certification, we expect the DVV explanation within 15 days, and all HODs have been notified about the DVV procedure. |
| 4 | Campus Maintenance | In connection with NAAC visit, all the HOD's were assigned the responsibilities to take care of the campus maintenance. And also asked them to give positive maintenance in the campus. |


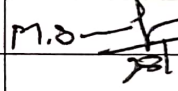
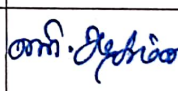


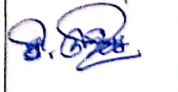
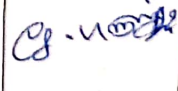
| | | |
|---|--|--|
| 5 | AQAR 2023-24 | All HODs and criteria in charge were instructed to provide data for the filing of AQAR 2023-24 by July 25, 2024. All of the members agreed on this. |
| 6 | Academic Activities & Calendar | IQAC invited proposals for various initiatives to be carried out in 2024-25. A committee led by Drs. C. Kurinji and M. Subarna is created to prepare the calendar. |
| 7 | Purchase of LMS/MIS | The proposals for obtaining LMS/MIS from several companies have been collected and will be presented to our management together with this report. |
| 8 | Annual budget | All the HOD's are directed to provide annual budget for the activities to be carried out for this academic year. |
| 9 | Any other point with permission from the chair | The IQAC chairman complimented all IQAC members on their effortless work in compiling SSR for NAAC. And urged them to maintain their courage until the NAAC visit. |

Action Taken of the previous meeting on 05-03-2024

| Sl.No | Agenda | Action Taken |
|-------|--|---|
| 1 | Confirm of the meetings of previous Meeting on 13-10-2023 | Co-ordinator read out the Minutes of earlier meeting and was approved by the members. |
| 2 | Activities carried out in A.Y.2023-24 (Sem I) by all departments | The activities carried out in A.Y 2023-24 by all departments were recorded for preparing AQAR 2023-24 by IQAC. |
| 3 | Activity of bench marking of all the departments | As per the committee decision the IQAC members monitored the activities of the department and emphasized more on quality initiatives. |
| 4 | Initiatives proposed by IQAC | The Annual Report 2022-23 has been created and published on our college's website. Feedback from many stakeholders was gathered, and an analysis is being conducted. All departments will conduct result analysis after the parent university's findings are revealed. Student input on infrastructure facilities was collected at the end of the academic year 2023-24. According to their feedback, the institution has |

| | | |
|---|---|--|
| | | implemented 9 smart classrooms, bio-toilet facilities, and more RO water facilities. |
| 5 | Promotion of research and innovation in the institute | Policy documents were submitted to our management and waiting for approval. |
| 6 | Placement students and initiatives | The placement officer organized a placement campaign for final-year students in March 2024. The interviewed companies chose 90 pupils. |
| 7 | Discussion about CIA | Internal assessment test to be conducted on March 28, 2024. |
| 8 | Discussion on self-Appraisal for Teaching/No teaching staff | IQAC collected the staff appraisal from all the staff members. |
| 9 | Any other point with permission from the chair | Management has added few RO water facilities in the campus. |

Members Present:

| Sl.No | Name | Designation | Signature |
|-------|----------------------|--|---|
| 1 | Mr.C.RM.Ramanapriyan | Secretary, College Committee | |
| 2 | Dr.V.A.Palaniappan | Principal I/C |  |
| 3 | Dr.M.Suresh Kumar | IQAC Co-ordinator | M.S.  28/3/24 |
| 4 | Dr.P.Kathiresan | Assistant Professor, Department of Tamil | — |
| 5 | Dr.PR.Alagammai | Assistant Professor, Department of Tamil |  |
| 6 | Dr.S.Mudiarasan | Assistant Professor, Department of Tamil |  |
| 7 | Dr.K.T. Murugesan | Assistant Professor, Department of Tamil |  |
| 8 | Dr.C.Kurinji | Assistant Professor, Department of Tamil |  |
| 9 | Dr.S.Brindha | Assistant Professor, Department of Tamil |  |

| | | | |
|----|----------------------------|---|--------------------------|
| 10 | Dr.V.Nithya Kalyani | Assistant Professor, Department of Tamil | <i>Galtm</i> |
| 11 | Dr.M.Subarna | Assistant Professor, Department of Tamil | <i>M. Subarna</i> |
| 12 | Dr.T.R.Deivanai | Librarian | <i>Dr. T.R. Deivanai</i> |
| 13 | Mr. V.Murugesan | Assistant, Office | <i>V. Murugesan</i> |
| 14 | Dr.M.Mohamed Ibrahim Moosa | Head, Department of Commerce | <i>M. Moosa</i> |
| 15 | Dr.A.Ramu | Head, Department of Physics | <i>Dr. Ramu</i> |
| 16 | Dr. R.Senthil Kumar | Head, Department of Commerce in Bank Management | <i>R. Senthil Kumar</i> |

| | | | |
|---|--|---|--|
| Minutes Prepared by Signature with Name and Date | <i>M.S.</i> 28/6/24 Dr. M. Suresh Kumar IQAC Co-ordinator | Minutes Passed by Signature with Name and Date | <i>V.A. Palaniappan</i> 28/6/24 Dr. V.A.Palaniappan Principal i/c |
|---|--|---|--|