

MINUTES OF THE MEETING

DATE: 10.06.2020

Day :- Wednesday

Time:- 10.30am

Venue:- Trust Meeting Hall

Agenda: Plan of Action for the year 2020-2021

Discussion:-

1. Course Structure modification to implement Fast Track Courses to meet corporate needs.
2. Introduction of Life Skill Course– UGC Jeevan Kaushal , under Part IV for all I UG Programs
3. Implementation of UGC Fit India Campaign under Part V Course for our students.
4. Strategies to be adopted for NIRF Ranking Improvement ,Faculty development Programme's to enhance conduct of online classes
5. Virtual Teaching and Learning experiences.
6. Staff Student Internships in International Universities.
7. Increase of Publication in UGC CARE Listed Journals – Staff and Students.
8. Examinations to be conducted through Online.

Manned
10/6/2020.

V. Jayalthe
10.6.2020

MINUTES OF IQAC MEET

Date: 09/09/2020

Time: 11 am

Mode: Online (Through Google Meet)

Agenda

- I UG & PG syllabus Completion
- End Semester Exam
- End Semester Practical Exam

Discussion

- To make the students to attend the classes on a regular basis online google attendance is made compulsory.
- Classes should be strictly monitored by the head of the department. In future deans and VP's will take charge of it.
- Absentees should be informed to attend the classes regularly.
- Every month online cumulative google attendance should be submitted to the data capturing team.
- Free mobile phones for the deserving students will be sponsored by Trichy Reddy Nalla Sangam. Students of economically weaker background should be identified and name list has to be prepared by every department.
- In connection with the union installation (freshers' day) executive member from each department shall be recommended for college union based on the previous year performance.

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8/8/2020

Handwritten signature
8.8.2020

MINUTES OF IQAC MEET

Date: 09/09/2020

Time: 11 am

Mode: Online (Through Google Meet)

Agenda

- I UG & PG syllabus Completion
- End Semester Exam
- End Semester Practical Exam
- NIRF- data
- Publication in Reputed Journal

Discussion

- Along with the teacher's day celebration, union installation is planned to be held on 5th September 2001 through online mode. Students to be informed to join through YouTube live streaming.
- Adhering to BARD guidelines, online end semester examinations should be conducted.
- A mock exam shall be conducted for the students on 17-09-2021 with 50 objective questions.
- ISO Review meet will be held on 28th September 2020 followed by MRM on October 1st 2020 through online mode.
- After the comparative analysis of our institution with other institution updation for NIRF shall be done.
- NIRF review meet is planned on 19-10-21.
- The content of the website needs to be updated.
- Faculties have to publish their research works or articles in UGC Care listed or scopus journals.
- Students also should be motivated to do publication.

Mamud
9/9/2020

V. Ujale
9.9.20.20

MINUTES OF IQAC MEET

Date: 26/11/2020

Time: 11 am

Mode: Online (Through Google Meet)

Agenda

- I UG & PG syllabus Completion
- End Semester Exam
- End Semester Practical Exam

Discussion

- Madam asked about status of syllabus completion
- End Semester exam dates
- I UG – 04/01/2020
- I PG – 18/01/2021
- II UG & II PG – 12/12/2020
- NPTEL exams will be between December 17 to 19, 2020
- 02/12/2020- Regular college for II PG Students (for both Arts & Science)
- From 02/12/2020, staff should come to college as usual on shift basis. Also, those faculty handling II PG should come to college.
- For II PG – practicals to be planned during this period.
- For II PG end Semester practical Exam planned on 21/12/2020 and 22/12/2020
- Send practical exam date schedule to COE mail, to be planned for the conduct of exam with external examiner
- Exam Fees will be posted in group, inform to students. If exam fees, not paid by students, will not be allowed to write exam, paper will not be evaluated.
- Still fee defaulters (Term Fees) in all departments. Inform to fee defaulters.
- Madam asked VP's, Deans, and COE to plan for these dates, to get approval from Secretary Sir.
- Internal to be uploaded on 05/12/2020 (II UG & PG)
- Internal Marks Components
- CIA - 5 Marks + CIA II - 5 Marks + Assignment - 5 Marks +
- Seminar-5 Marks + Online Class Attendance - 5 Marks = **Total = 25 Marks**

Mamun
26/11/2020

V. Vijaya Lakshmi
26.11.2020

MINUTES OF IQAC MEET

Date: 07/12/2020

Time: 11 am

Mode: Online (Through Google Meet)

Agenda

- governing body meeting
- Triple fiesta
- Internal audit for ISO
- organize International webinars

Discussion

- The governing body meeting will be held on 21-12-2020 at 10am at Trust Meeting hall.
- Triple fiesta will be held on 23-12-2020 at 10.00 am at KRT hall.
- Based on current Trends and industrial needs selected programs are to be modified for the benefit of the students.
- Induction of the Smart classroom is to be planned.
- FDP has to be conducted in the month of February 2021.
- Internal audit for ISO is planned on 31-03-2021.
- For Thirupurasundari award best outgoing students has to be nominated.
- Each department should organize International webinars.

Mamud
7/12/2020

V. Kupala
7.12.2020

Minutes of IQAC Meet – 2020-2021

Date : 24.02.2021

Day : Wednesday

Time : 11.30 am

Venue: Rameshwari Nalluswamy Hall

Agenda:

1. Online Admission
2. Conduct of Classes
3. Conduct of Examination – Online, Offline
4. VIDWAN Portal Enrollment – Faculty
5. Research Publication in reputed Journals – UGC Care List, Web of Science, Scopus
6. Modification of existing Programmes to suit corporate needs.
7. Data Capturing
8. NPTEL
 - i. Students Enrollment
 - ii. Fixation of cut off for Pass Percentage
 - iii. Awards for the Toppers
9. Fit India Campaign
10. Adherence of SOP for COVID

Discussion:

1. Admission for the Academic Year 2021 – 2022 will also be in Online mode.
2. A combination of Online and Offline mode is in practice for conducting classes to UG and PG students due to the Global Pandemic.
3. Examinations for the ODD semester November 2020 were conducted through Online. For the Autonomous Batches End Semester Examination, April 2021, will be conducted Online. For the University Batch the Examination will be conducted as per the direction of the University.
4. All faculty need to enroll in VIDWAN Portal.
5. Research publication in reputed Journals – UGC Care List, Web of Science, Scopus – has been made mandatory for the faculty.

6. The Courses for one section in Under Graduate Programme of Commerce, Mathematics, Computer Application were modified to suit the corporate needs.
7. All data has to be consolidated and submitted to the Date Capturing Team every month.
8. NPTEL Courses have been taken for Extra Credit Courses for the students of UG and PG who were admitted from the Academic Year 2019 – 2020 onwards. The students will be provided with the same credits if they have cleared the courses as per the norms of the NPTEL. The aggregate (internal and external) of 40% has been fixed as a cut off for the students who could not clear the NPTEL exam.
9. Classes for FIT India Campaign will be Co-Ordinated by the Physical Directress.
10. Adequate Standard Operating Procedure measures suggested for COVID have been implemented in the campus.

Rampal
24/2/2021.

V. C. Gupta
24.2.21