



Date: 02.12.2021

IQAC - MEETING

Venue: A- Block Conference hall

Agenda:

1. Internshala Annual Ranking-reg
2. Submission of new AQAR report
3. File Format and Implementation cell visit reg.
4. Swayam completion - reg Quarter 2 meeting reg
5. IIC Quarter 2 minutes –reg.
6. Submission of report for NIRF-neg

Action Taken Report :

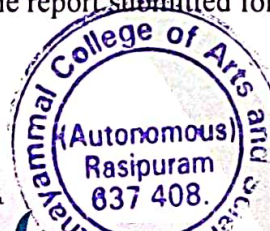
1. A meeting was convened for sharing Internshala College Ranking. Our college students applied for online internships through INTERNSHALA and this depends upon the number students applied for internships.
2. IQAC organized a meeting with its members to discuss the "Seven criteria for the new AQAR report.
3. Principal Sir had a discussion with File format and Implementation Cell members and decided to visit departments twice a Semester for files Checking and updating.
4. Our college faculties and students are instructed to complete online course through swayam. Departments were asked to collect the status of course completion and instruct all to undertake the course.
5. IIC conducted quarterly –II meeting and decided to conduct various programs for students like problem solving and ideation workshop, pitching event etc.
6. A meeting was convened to discuss the report submitted for NIRF ranking.

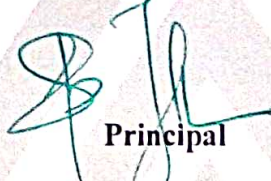

IQAC – Coordinator

MUTHAYAMMAL
COLLEGE OF ARTS &
SCIENCE



Celebrating
25 Years
ESTD-1994




Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	





Date: 05.01.22

IQAC - MEETING

Venue: A- Block Conference hall

Agenda:

1. Arrangement of vaccine camp
2. MDRA Ranking- submission of report
3. Department Review Meeting

Action Taken Report :

1. A meeting was organized to discuss about the conduct of vaccine camp in our campus, precautions to be followed and instructed Faculty members to undertake vaccine dose as per Government norms.
2. As per the Communication received for MDRA ranking the following departments were asked to submit data for the ranking viz., Commerce, Microbiology and Computer Applications
3. A review meeting was organized for all the Departments and the following suggestions were given to the faculty. (a) Each member should register in the PMMMTT portal and should attend the necessary FDP program. (b) I UG Students should register and attend the training program conducted by the Infosys - Spring Board. (c) Six- point structure of the department activities should be submitted within a week.

H-JM
IQAC – Coordinator



Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	





Date: 11.02.22

IQAC - MEETING

Venue: A- Block Conference hall

Agenda:

1. AQAR - repost and proof collection
2. MDRA completion of application Submission
3. NAAC - proposal preparation for seminar fund

Action Taken Report :

1. A meeting was convened to prepare report for AQAR 2020-2021 and the collection of proofs therein.
2. A meeting was organized for the departments of Commerce, Computer Application and Microbiology regarding completion of application for MDRA franking and submission of applications
3. Our college is eligible for applying funds from NAAC to conduct Seminars & meeting was organized for proposal preparation for conducting seminars under NAAC and to apply for funds


IQAC – Coordinator




Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	





Date: 28.03.22

IQAC - MEETING

Venue: A- Block Conference hall

Agenda:

1. AQAR - submission and extension of date
2. Paper Valuation for January 2022

Action Taken Report :

1. As per the communication received from NAAC there is extension of date for AQAR Submission and members was informed about criteria wise meeting to check the data.
2. Periyar University and Autonomous Paper corrections for January 2022 session were decided and date of valuation was fixed.


IQAC – Coordinator




Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	





Date: 02.04.22

IQAC - MEETING

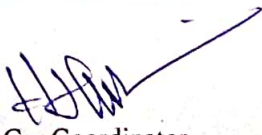
Venue: A- Block Conference hall

Agenda:


1. AQAR criteria wise meeting with Principal
2. FDP for soft skills.
3. Meeting for SWOT analysis
4. IIC. Quarter 3 meeting.

Action Taken Report :

1. A meeting was conducted with Principal sir to verify and update data collected for AQAR report. Criteria wise meeting was arranged suggestions and corrections and suggestions were given.
2. Soft skills Faculty Development Program was conducted for faculties from the Muthayammal College of Arts and Science, Muthayammal education and muthayammal polytechnic institutions since 18. 04.2022 to 23 04. 2022. A total of four batches and 133 faculties attended.
3. Heads of the departments were asked to prepare a SWOT analysis for their departments
4. A meeting was convened by the IIC to focus on the completed activities and to discuss about Quarter 3 activities. Departments should conduct program based on Entrepreneur and Innovation.


IQAC – Coordinator




Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	





Date: 11.05.22

IQAC - MEETING

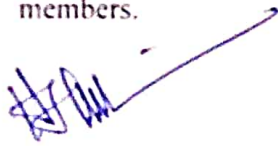
Venue: A- Block Conference hall

Agenda:

1. AQAR submission
2. Feedback collection
3. Academic Audit Meeting
4. Autonomous BOS meeting

Action Taken Report :

1. AQAR report and proof were Submitted via online portal for individual Criteria
2. Feedback was collected from Students and teachers regarding Curriculum and infrastructure for the year 2021-2022. The results will be consolidated and if needed necessary actions will be taken.
3. A meeting was organized for IQAC members regarding Academic Audit meetings and visit to departments. The required documents were to be some updated based on Autonomous curriculum and it was discussed and finalized.
4. The autonomous BOS meeting was conducted and the PO, PSO CO's were corrected in the BOS meeting. Syllabus was verified and the suggestions were made by BOS members.


IQAC – Coordinator




Principal





IQAC MEMBERS :

S.No.	NAME	SIGNATURE
1	Mr.KUPPURAJ S, Asst.professor in Hotel Management and Catering Science Department	
2	DHINESH KUMAR K, Asst.professor in Mathematics Department	
3	Dr.D.KAVITHA, Asst.Professor in Biotechnology Department	
4	Ms.VIJAYALAKSHMI P, Asst.Professor in Electronics and Communication Department	
5	Ms.MOHANA L, Asst.Professor in Physics Department	
6	Dr.M.SANKARESWARAN, Asst.Professor in Microbiology Department	
7	Ms.GOMATHI P, Asst.Professor in BBA Department	
8	Ms.HYRUNNISHA N, Asst.Professor in BCA Department	
9	Mr. SENKOTUVEL R, Asst.Professor in Commerce Department	
10	Dr.N.NITHIYA, Asst.Professor in Chemistry Department	
11	Ms.LAVANYA S, Asst.Professor in English Department	
12	Dr.G.S.PRABIN, Asst.Professor in Tamil Department	
13	Dr.D.SUGANYA, Asst.Professor in Zoology Department	
14	Ms.PRIYA S, Asst.Professor in Textile and Fashion Design	
15	Ms.VASANTHI D, Asst.Professor in Computer Science Department	
16	Ms.PRIYANGA GANDHI M, Asst.Professor in Biochemistry Department	
17	Ms.MANIMEGALAI S, Asst.Professor in Statistics Department	
18	Ms.VIJAYAKANNAN D, Asst.Professor in Foundation English	

