

Minutes 2019-2020





INTERNAL QUALITY ASSURANCE CELL
ARUL ANANDAR COLLEGE (AUTONOMOUS)
 AFFILIATED TO MADURAI KAMARAJ UNIVERSITY
 Reaccredited By NAACat 'A' Grade With a CGPA Of 3.66
 ANANDA NAGAR, KARUAMATHUR – 625 514, MADURAI DT
 TAMILNADU, INDIA.

Internal Quality Assurance Cell Meeting

Venue : Fr. Principal's Office
 Date : 23.07.2019 (Tuesday)
 Time : 10.30a.m

Sl.No	Members	Signature
1.	Rev.Dr.S.Basil Xavier, S.J., (Principal & Chairman)	
2.	Dr.D.Antony Singh Dhas-Co-ordinator	
3.	Dr.S.Michael John Peter-	
4.	Rev.Dr.Paul Pragash S SJ.	
5.	Dr.M.George Joseph	
6.	Dr.S.Arul Prasad	
7.	Dr.A.Shanmugaraju	
8.	Ms.S.Abirami	
9.	Rev.Dr.C.Mary Lowrencia	
10.	Dr.S.Valanarasu	
11.	Dr.M.Gilbert Rani	
12.	Dr.M.Arulappan	
13.	Mr.Anthony Raj	
14.	Ms.T.Semalatha	
15.	Anuja Mayan -Student Representative	
16.	S.Gowtham -Student Representative	
17.	Mr.G.Joseph Xavier Raja	

	Office Superintendent	
18.	Mr.M.Joseph Rethinasamy External Expert, Industrialists,	
19.	Mr.Madhu Sudhanan Rayar R.M Alumni Representative	

Agenda

1. Welcoming the New Members
2. Functions of IQAC & Job allocation
 - a. Staff Orientation Programme - Quality related
 - b. Submission of NIRF
 - c. Annual Quality Assurance Report (AQAR)
 - d. IQAC Newsletter
 - e. Students Assessment/ Feedback
 - f. Documentation
 - g. Training programme
 - h. Students Evaluation - online

Meeting of the Minutes

The meeting started with a welcome address by Rev. Fr. Principal. In his welcome address Fr. Principal informed that IQAC is the backbone of the college and it should take quality initiatives for the betterment of the college. He also stressed that in future instead of NAAC individual IQAC has to assess the institution. So in this regard the IQAC has to equip itself.

Dr. D. Antony Singh Dhas informed the members about the job allocation

Dr. M. Arulappan	:	Curricular Aspects
Mrs. S. Abirami	:	Teaching, Learning and Evaluation
Dr. S. Valanarasu	:	Research, Innovation and Extension
Dr. M. Gilbert Rani	:	Infrastructure and Learning Resources
Mr. J. Robert Dhiliban	:	Student Support and Progression
Dr. P. Anthony Raj	:	Governance, Leadership and Mangement
Mrs. T. Semalatha	:	Institutional Values

Fr. Principal requested the members to make an evaluative study about the reason for not getting a high score in NIRF. Dr. D. Antony Singh Dhas responded that the low pass percentage and low placement has pulled down our rank. Fr. Principal informed that already a committee has given recommendation from increase the pass percentage. It will be discussed and implemented. Dr. M. Gilbert Rani suggested that every year campus placement can be arranged in the college. Majority of the members accepted the suggestion. Mrs. T. Semalatha requested the Principal to appoint a separate placement officer for Self-Financed Course. The members are divided on this matter. Fr. Principal intervened and informed that this could be discussed in the HoD's Meeting.

Mrs. Ruby informed that the AQAR has been submitted for the previous years and there is no pending. Mr. P. Anthony Raj sought a clarification that whether there is correlation between AQAR and AISHE. Dr. D. Antony Singh Dhas replied that since both the data are obtained from ERP it will be same.

It has been resolved to publish the newsletter twice in the preceding year. It has been resolved to arrange three training programme for the teaching faculty. Dr.D. Antony Singh Dhas thanked all the members.


Coordinator
IQAC



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Internal Quality Assurance Cell Meeting

Venue : IQAC Office
Date : 20.09.2019 (Friday)
Time : 10.30a.m

Agenda :AQARReport Preparation

Sl.No	Members	Signature
1	Dr. D. Antony Singh Dhas	
2	Dr. M. Arulappan	
3	Mrs. S. Abirami	
4	Dr. S. Valanarasu	
5	Dr. M. Gilbert Rani	
6	Mr. J. Robert Dhiliban	
7	Mr. P. Anthony Raj	
8	Mrs. T. Semalatha	
9	Ms.P.Ruby	

Minutes of the Meeting

The meeting started with a prayer by Mr. J. Robert Dhiliban. Dr.D.Antony Singh Dhas welcomed the members. The interaction session started with Dr.M.Gilbert Rani requested that the online AQAR is tedious like SSR preparation. So she requested to start the work from june itself. Mr.P.Antony informed that data for criterion V requires calculation on financial transactions. So one more members can be allotted for that criteria. Dr.D.Antony Singh Dhas asked him to identify a suitable person for that criteria. Ms.T.Semalatha requested to increase the number computers as the volume of work is high. Dr.S.Valanarasu requested to include Dean-Academic and Dean-Research in the AQAR committee as the data from their office is required for Criteria I & Criteria II respectively. Dr.D.Antony Singh Dhas responded by saying that in the forth coming official meeting this could be discussed. The members unanimously requested to relieve them from other works of the department. All the members accepted to work happily for AQAR. Dr.D.Antony Singh Dhas thanked all the members.


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Internal Quality Assurance Cell Meeting

Venue : IQAC Office

Date : 03.10.2019

Time : 11.30 a.m

Agenda : Newsletter Preparation Meeting

Sl.No	Members Present	Signature
1	Dr. D. Antony Singh Dhas	
2	Sr. Dr. Lowrencia - Editor	
3	Dr. R. Gnanasekaran	
4.	Dr. Nivetha Martin	
5.	Dr. M. Arulappan	
6.	Mrs. P. Ruby	

Minutes of the Meeting

The meeting of in Newsletter preparation started with the welcome address by Dr. D. Antony Singh Dhas. He thanked all the members for accepting to be the member of Newsletter preparation committee. He asked the member to express their views about the newsletter preparation. All the members expressed happiness about the work. The meeting came to an end with a vote of thanks by the coordinator.



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Internal Quality Assurance Cell Meeting

Venue : IQAC Office
Date : 18.10.2019 (Friday)
Time : 10.30a.m

Agenda :NIRF Preparation

Sl.No	Members	Signature
1	Dr. D. Antony Singh Dhas	
2	Dr. M. Arulappan	
3	Mrs. S. Abirami	
4	Dr. S. Valanarasu	
5	Dr. M. Gilbert Rani	
6	Mr. J. Robert Dhiliban	
7	Mr. P. Anthony Raj	
8	Mrs. T. Semalatha	
9	P.Ruby	

Minutes of the Meeting

The meeting started with a word by welcome by the coordinator, Dr.D. Antony Singh Dhas. He insisted that we should take all effort to achieve a good tanking in NIRF. He requested the members to inform the progress of the preparatory work. M.P.Antony expressed his difficulty in collecting the data on expenditure staments as he has to collect data from three sources (viz) Treasures office, P.A. to principal and superintendent. He requested that inorder to overcome this problem we can have the Treasures office as nodal centre. Dr.S.Valanarasu requested that we have to lake necessary steps to increase the placement. Dr.S.Arulappan suggested that every year placement mela can be organised in the college. Me.S.Abirami suggested that all the students can be registered as alumni and they can upload their profile in the college website. This would help to increase the data on placement. Finally Dr.D.Antony Singh Dhas expressed the cote of thanks.


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IQAC Meeting

Venue : Fr. Prince Hall

Date : 04.12.2019

Time : 2.00 p.m.

Agenda

1. NIRF Submission
2. Feedback Analysis
3. Documentation
4. Academic Audit

Sl.No	Members	Signature
1.	Rev.Dr.S.Basil Xavier, S.J., (Principal & Chairman)	
2.	Dr.D.Antony Singh Dhas-Co-ordinator	
3.	Dr.S.Michael John Peter	
4.	Rev.Dr.Paul Pragash S SJ.	
5.	Dr.M.George Joseph	
6.	Dr.S.Arul Prasad	
7.	Dr.A.Shanmugaraju	
8.	Ms.S.Abirami	
9.	Rev.Dr.C.Mary Lowrencia	
10.	Dr.S.Valanarasu	
11.	Dr.M.Gilbert Rani	
12.	Dr.M.Arulappan	

13.	Mr.Anthony Raj	
14.	Ms.T.Semalatha	T. Semalatha
15.	Anuja Mayan -Student Representative	Anuja Mayan
16.	S.Gowtham -Student Representative	S. Gowtham
17.	Mr.G.Joseph Xavier Raja Office Superintendent	G. Xavier Raja
18.	Mr.M.Joseph Rethinasamy External Expert, Industrialists,	M. Rethinasamy
19.	Mr.Madhu Sudhanan Rayar R.M Alumni Representative	Madhu Sudhanan Rayar R.M

Minutes of the Meeting

The meeting started with a prayer by Ms.S.Abirami. Fr.Principal welcomed the members. In his address he expressed that though the parameters of NAAC and NIRF is more or less similar but we were not able to get good ranking in NIRF like NAA. He requested the IQAC committee to analyse the matter. Dr.D.Antony Singh Dhas informed that the strength of our college is extension activities which is not present in the NIRF. He also told that the low placement and pass percentage was the reason for the low ranking in NIRF.

The Coordinator informed that the Feedback from the students was received through online. It will be submitted to Fr.Principal in the II week of January. Dr.M.George Joseph requested the principal to provide a room so that it can become a documentation centre. Fr.Principal replied that the matter will be discussed with Fr.Secretary. Dr.A.Shanmugaraju expressed that Academic Audit can be done in the month of May so that the academic activities will not be affected. The meeting came to an end with a vote of thanks by Dr.D.Antony Singh Dhas.


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Internal Quality Assurance Cell Meeting

Venue : Room No. 102
Date : 10.12.2019
Time : 11.30 a.m

Agenda : Newsletter Preparation Meeting

Sl.No	Members Present	Signature
1	Dr. D. Antony Singh Dhas	
2	Sr. Dr. Lowrencia - Editor	
3	Dr. R. Gnanasekaran	
4.	Dr. Nivetha Martin	
5.	Dr. M. Arulappan	
6.	Mrs. P. Ruby	

Minutes of the Meeting

Dr.Nivetha Martin invoked the blessing of god with prayer. Rev.Sr.Lowrencia made a brief presentation about the preliminary work of the newsletter. She expressed that the data for news letter were received from the IQAC office. Everyone expressed happy over the progress of newsletter. Finally Dr. M. Arulappan requested Dr. R. Gnanasekaran to check the spelling error also. Dr. R. Gnanasekaran replied that both grammer and spelling check are done simultaneously. Dr. Antony Singh Dhas expressed the vote of thanks.



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Internal Quality Assurance Cell Meeting

Venue : IQAC Office
Date : 11.02.2020(Tuesday)
Time : 11.30 a.m

Agenda : Newsletter Preparation Meeting

Sl.No	Members Present	Signature
1	Dr. D. Antony Singh Dhas	<i>Antony</i>
2	Sr. Dr.Lowrencia - Editor	<i>Sr. Lowrencia, SAC</i>
3	Dr. R. Gnanasekaran	<i>R. Gnanasekaran</i>
4.	Dr.Nivetha Martin	<i>Nivetha Martin</i>
5.	Dr. M. Arulappan	<i>Arulappan</i>
6.	Mrs.P.Ruby	<i>P.Ruby</i>

Minutes of the Meeting

The meeting started with a prayer by Mrs.P.Ruby. Dr. D. Antony Singh Dhas welcomed the gathering. He requested the members to express the ongoing work on the newsletter preparation. Dr.R.Gnanasekaran expressed that the soft copy of the newsletter can be uploaded in the website and get the feedback from all the stakeholders. The suggestion has been accepted. All the other members expressed that the work is moving fast and the newsletter can be released in the college day celebration. The meeting came to an end with the cote of thanks.


Coordinator

IQAC