



# Mahendra Arts and Science College

(Autonomous, NAAC Accredited), Kalipatti, Namakkal - 637 501

## *Internal Quality Assurance Cell (IQAC)*

### Minutes of Meeting

The meeting of the IQAC committee was held on 12.07.2017 at 10:30 A.M. in the IQAC committee room of the college.

#### **Agenda**

1. Discussion on conducting Bridge Course for first year under graduate students
2. Discussion on submission of action plan for the academic year 2017 – 2018
3. Encourage the students to involve competitive examinations through MTRACE
4. Focus on the improvement of research publications.
5. Discussion on the development of Eco-Friendly activities among students and faculty members
6. Any other points with the permission of the chair.

#### **The following points were discussed in the meeting**

1. It was effectively discussed about the conduction of Bridge Course for first year undergraduate students.
2. The committee members suggested to submit action plan for the academic year 2017 – 2018.
2. It is resolved to encourage students in competitive examinations through MTRACE
3. The committee has decided to focus on Eco Friendly activities among students and faculty members.

**The following were present**

1. Dr. L. Senthilvadivu : Principal, Chairperson *L. Senthilvadivu*
2. Mr. N. Sampathkumar : Administrative Director, MASC *N. Sampathkumar 12/02/17*
3. Dr. S. Kumaravel : Controller of Examinations, MASC *S. Kumaravel 12/7/17*
4. Dr. T. Selvankumar : Member, HOD/Department of Bio Technology *T. Selvankumar 12/7/17*
5. Mr. P. Gopalakrishnan : Member, HOD/Department of Mathematics *P. Gopalakrishnan 12/7/17*
6. Dr. K. Selveraj : Member, HOD/Department of Commerce *K. Selveraj 12/7/17*
7. Mr. V. Hariharan : Member, HOD/Department of Physics *V. Hariharan 12/7/17*
8. Mrs. M. Sumathi : Member, HOD/Department of Computer Science and Applications *M. Sumathi 12/7/17*
9. Dr. K. Prabakaran : Member, Department of Physics *K. Prabakaran 12/7/17*

**Members from Local Society**

1. Dr. S.Govindaraj Assistant Manager,  
TUD SUD, Vellore. *S. Govindaraj*
2. Mr. J. Sujaharan, Manager,  
Pfizer, Chennai. *J. Sujaharan 12/7/17*

*P. Sujatha 12/7/17*  
Mrs. P. Sujatha  
Coordinator

*L. Senthilvadivu*  
Dr. L. Senthilvadivu  
Principal/Chair Person



# Mahendra Arts and Science College

(Autonomous, NAAC Accredited), Kalipatti, Namakkal - 637 501

## *Internal Quality Assurance Cell (IQAC)*

### Minutes of Meeting

The meeting of the IQAC committee was held on 18.10.2017 at 10:30 A.M. in the IQAC committee room of the college.

#### **Agenda**

1. Review of previous IQAC meetings dated 07.2017 and ATR
2. Status of resources and infrastructure and requirements and addition of new disciplines if any.,
3. Status of research projects, funds, publications and future plan regarding research.
4. Encourage the departments to conduct faculty development programs and allow the students in Implant training
5. Focus on faculty and students enrollment in SWACH Bharath related activities
6. Introduce Academic counseling cell among students and faculty members
7. Review of conducting statutory meeting and their action plans
8. Any other points with the permission of the chair

#### **The following points were discussed in the meeting**

1. Submission of Action Taken Report (ATR) was prepared for the meeting conducted on 18.10.2017 and their abstract was discussed.
2. It is decided to have target about R & D activities such as projects, funds, publications and patents.
3. It is decided to Swach Bharath and Academic Counseling Cell and Implant training among students and faculty members.
4. The committee members reviewed the plans regarding the conduction of statutory meeting.



**The following were present**

1. Dr. L. Senthilvadivu : Principal, Chairperson *Senthil*
2. Mr. N. Sampathkumar : Administrative Director, MASC *10/10/17*
3. Dr. S. Kumaravel : Controller of Examinations, MASC *10/10/17*
4. Dr. T. Selvankumar : Member, HOD/Department of Bio Technology *10/10/17*
5. Mr. P. Gopalakrishnan : Member, HOD/Department of Mathematics *10/10/17*
6. Dr. K. Selveraj : Member, HOD/Department of Commerce *10/10/17*
7. Mr. V. Hariharan : Member, HOD/Department of Physics *10/10/17*
8. Mrs. M. Sumathi : Member, HOD/Department of Computer Science and Applications *M. Sumathi 10/10/17*
9. Dr. K. Prabakaran : Member, Department of Physics *K.P.P. 10/10/17*

**Members from Local Society**

1. Dr. S.Govindaraj Assistant Manager,  
TUD SUD, Vellore. *G. Govindaraj*
2. Mr. J. Sujaharan, Manager,  
Pfizer, Chennai. *J. Sujaharan 10/10/17*

*P. Sujatha 10/10/17*  
Mrs. P. Sujatha  
Coordinator

*Senthil*  
Dr. L. Senthilvadivu  
Principal/Chair Person



# **Mahendra Arts and Science College**

(Autonomous, NAAC Accredited), Kalipatti, Namakkal - 637 501

***Internal Quality Assurance Cell (IQAC)***

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## **Minutes of Meeting**

**The meeting of the IQAC committee was held on 10.01.2018 at 10:30 A.M. in the IQAC committee room of the college.**

### **Agenda**

1. Review of previous IQAC meetings dated 10.01.2017 and ATR.
2. Review of NIRF submission
3. Action plan to conduct Graduation day and Sports day in effective manner
4. Discussion on to conduct Tamil Saral Competition among students by the department of Tamil
5. Action plan to review NIRF ranking
6. Action plan to conduct seminars, conferences and workshops to make effective contact with eminent academicians.
7. Focus on to arrange industrial visits, extension activities and social relevant activities by their respective departments.
8. Any other points with the permission of the chair






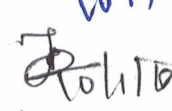

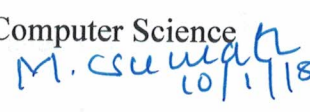

### **The following points were discussed in the meeting**

1. Submission of Action Taken Report (ATR) was prepared for the meeting conducted on 10.10.2017 and their abstract was discussed.
2. It is resolved to conduct Graduation day and Sports day in effective manner.
3. It is decided to brief about NIRF data for the submission based on respective formats.
4. The committee members have made a decision to Tamil Saral Competition among students by the department of Tamil.

5. It has been advised to focus on conduct seminars, conferences and workshops to make effective contact with eminent academicians.

6. To enhance the skill based education, the committee members decided to encourage industrial visits and external activities in their respective departments.

**The following were present**

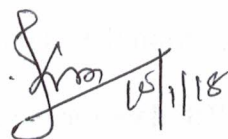
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|--------------------------|---|---|---|
| 1. Dr. L. Senthilvadivu  | : | Principal, Chairperson                                      |            |
| 2. Mr. N. Sampathkumar   | : | Administrative Director, MASC                               |  10/01/18  |
| 3. Dr. S. Kumaravel      | : | Controller of Examinations, MASC                            |  10/1/18   |
| 4. Dr. T. Selvankumar    | : | Member, HOD/Department of Bio Technology                    |  10/1/18   |
| 5. Mr. P. Gopalakrishnan | : | Member, HOD/Department of Mathematics                       |  10/1/18  |
| 6. Dr. K. Selveraj       | : | Member, HOD/Department of Commerce                          |  10/1/18 |
| 7. Mr. V. Hariharan      | : | Member, HOD/Department of Physics                           |  10/1/18 |
| 8. Mrs. M. Sumathi       | : | Member, HOD/Department of Computer Science and Applications |  10/1/18 |
| 9. Dr. K. Prabakaran     | : | Member, Department of Physics                               |  10/1/18 |


**Members from Local Society**

1. Dr. S.Govindaraj Assistant Manager,  
TUD SUD, Vellore.



2. Mr. J. Sujaharan, Manager,  
Pfizer, Chennai.



  
Mrs. P. Sujatha  
Coordinator

  
Dr. L. Senthilvadivu  
Principal/Chair Person





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## **Minutes of Meeting**

**The meeting of the IQAC committee was held on 15.03.2018 at 10:30 A.M. in the IQAC committee room of the college.**

### **Agenda**

1. Review of previous IQAC meetings dated 15.03.2018 and ATR
2. Focus towards the feedbacks from outgoing students and parents of each discipline
3. Action plan for quality enhancement in admission process for the academic year 2018 – 2019.
4. Action plan for effective conductance of awareness programs through IQAC
5. Discussion on to develop efficacy of placement cell
6. Any other points with the permission of the chair

### **The following points were discussed in the meeting**

1. Submission of Action Taken Report (ATR) was prepared for the meeting conducted on 15.03.2018 and their abstract was discussed.
2. It is resolved to receive online feedbacks from outgoing students and parents of each discipline.
3. It is decided to focus for quality enhancement in admission process for the academic year 2018 – 2019.
4. The committee members have made a decision to introduce awareness programs for beneficial records.
5. The committee members have planned to improve the efficacy of placement cell.

**The following were present**

1. Dr. L. Senthilvadivu : Principal, Chairperson *L. Senthil*
2. Mr. N. Sampathkumar : Administrative Director, MASC *N. Sampathkumar* 15/03/18
3. Dr. S. Kumaravel : Controller of Examinations, MASC *S. Kumaravel* 15/3/18
4. Dr. T. Selvankumar : Member, HOD/Department of Bio Technology *T. Selvankumar* 15/3/18
5. Mr. P. Gopalakrishnan : Member, HOD/Department of Mathematics *P. Gopalakrishnan* 15/3/18
6. Dr. K. Selveraj : Member, HOD/Department of Commerce *K. Selveraj* 15/3/18
7. Mr. V. Hariharan : Member, HOD/Department of Physics *V. Hariharan* 15/3/18
8. Mrs. M. Sumathi : Member, HOD/Department of Computer Science and Applications *M. Sumathi* 15/3/18
9. Dr. K. Prabakaran : Member, Department of Physics *K. Prabakaran* 15/3/18

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1. Dr. S. Govindaraj Assistant Manager,  
TUD SUD, Vellore. *S. Govindaraj*

2. Mr. J. Sujaharan, Manager,  
Pfizer, Chennai. *J. Sujaharan* 15/3/18

*P. Sujatha* 15/3/18  
Mrs. P. Sujatha  
Coordinator

*L. Senthil*  
Dr. L. Senthilvadivu  
Principal/Chair Person