

Adhiparasakthi College of Arts and Science (Autonomous)

G.B. Nagar, Kalavai – 632 506, Vellore District

(Re-accredited by NAAC with B Grade with CGPA Score of 2.83)

Minutes of the IQAC Meeting

The Internal Quality Assurance Cell had its Meeting on Tuesday, 12th June, 2018, at 11.30 A.M.

Members Present:

Management Representative:

1. Dr. A. MOHAMED SADIQ, Principal and Chairman.
2. Sakthi Thiru K. SATHISH, Director, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.
3. Mr. R. KARUNANIDHI, Secretary, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.

Members of the Faculty:

4. Mr. N.T. RAVINDRAN, IQAC Coordinator
5. Mrs. M. JAYANTHI, Associate Professor and Head, Department of Biochemistry.
6. Mrs. R. BHAVANI, Assistant Professor in Biochemistry.
7. Mr. T. PANNEER SELVAM, Head, Department of Microbiology.
8. Dr. G. ANANDHARAJ, Head, Department of Computer Science and Applications.
9. Dr. S. LAKSHMI, Head, Department of Commerce.
10. Mr. A. NISAR AHAMED, Head, Department of Business Administration.
11. Mr. C. SURESHBABU, Controller of Examinations.
12. Mrs. K. JAYACHITRA, Librarian

Alumni:

13. Mr. P. ARULKUMARAN, Adhiparasakthi College of Agriculture, Kalavai

Administrative Staff:

14. Mr. K. SHANKAR, Accounts Officer
15. Mr. M. SHANMUGAM, Account

Students:

16. Ms. S. ANUSHA, II M.Sc Biochemistry
17. Mr. R. SURENTHIRAN, III BBA

Technical Staff:

18. Mr. M. Vijayakumar, Department of Computer Science

External Experts:

19. Dr. R. Sudhakar, VIT University, Vellore

Stake Holder & Community Representative:

20. Mr. Ln. B. Mani, Kalavai


Agenda of the meeting

- To discuss the Quality initiatives of our college
- To discuss the proper maintenance of department files
- To discuss the preparation of strategic plan for the academic year
- To discuss the construction of Auditorium and Library block
- To discuss about organizing faculty development programme on “Productive Teaching Strategies” by IQAC
- To discuss the continuation of job-oriented add-on courses.
- Any other relevant point may be raised by IQAC members during the meeting with the permission of the Chairman

Resolutions

- Mrs. M. Jayanthi, Associate Professor and Head, Department of Biochemistry welcomed all the members to the 1st Meeting of IQAC in the academic year of 2018-2019.
- Dr. A. Mohamed Sadiq, Principal, discussed with faculty members regarding the Quality initiatives of our college by conducting regular FDP programmes.
- He informed that an FDP programme will be conducted by the IQAC on “Productive Teaching Strategies” on 29th and 30th June, 2018.
- He requested the faculty members to maintain the department files properly, both as soft and hard copies.
- He also insisted the faculty members to prepare strategic plan for the departmental and Institutional development for the academic year 2018-2019.
- He discussed with the faculty members about the plan of construction of Auditorium and Library block.
- Dr. A. Mohamed Sadiq briefed the members about introduction of Mentors - Mentee system in the College, and requested the HoDs and Staff members to implement from this academic year.

- He informed the members that all the Board of Studies have resolved to make the ratio of Continuous Internal Assessment (CIA) – End Semester Examination (ESE) marks to be uniform as 25:75 for all theory, practical and project papers.
- He express satisfaction with the progress of the job-oriented add-on courses conducted by various departments and requested to continue to provide those courses on a regular basis.
- Mr. N.T. Ravindran, IQAC Coordinator proposed the Vote of thanks.
- The meeting was concluded by the chairman,


IQAC CO-ORDINATOR


PRINCIPAL

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Minutes of the IQAC Meeting

The Internal Quality Assurance Cell had its Meeting on Tuesday, 4th September, 2018, at 11:30 A.M.

Members Present:

Management Representative:

1. Dr. A. MOHAMED SADIQ, Principal and Chairman.
2. Sakthi Thiru K. SATHISH, Director, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.
3. Mr. R. KARUNANIDHI, Secretary, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.

Members of the Faculty:

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External Experts:

19. Dr. R. Sudhakar, VIT University, Vellore

Stake Holder & Community Representative:

20. Mr. Ln. B. Mani, Kalavai

Agenda of the meeting

- To discuss the progress of preparation of strategic plan for the academic year
- To discuss about introduction of Bloom's taxonomy in question paper setting
- To discuss about organizing Seminars and Workshops for the academic year
- To request the faculty members to publish research papers, to write books and book chapters and to apply for minor and major research projects
- To discuss about plagiarism check for M.Phil. dissertation

Resolutions

- Mr. N.T. Ravindran, IQAC Coordinator welcomed all the members to the 2nd Meeting of IQAC in the academic year of 2018-2019.
- Dr. A. Mohamed Sadiq, Principal, enquired the faculty members about the progress in the preparation of strategic plan for the departmental and Institutional development and provided some suggestions.
- He encouraged the faculty members to publish research papers in national and International Journals, especially UGC approved journals, Scopus/SCI indexed Journals, and to write books and book chapters.
- He also insisted the M.Phil guides to ensure that the M.Phil scholars publish papers and to check plagiarism during submission of the dissertation.
- He informed to all HoDs to organize Seminars and Workshops in this academic year
- He also encouraged the faculty members to apply for minor and major research projects from various funding agencies.
- Mrs. M. Jayanthi, Associate Professor and Head, Department of Biochemistry proposed the Vote of thanks.
- The meeting was concluded by the chairman.



IQAC CO-ORDINATOR



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Minutes of the IQAC Meeting

The Internal Quality Assurance Cell had its Meeting on Tuesday, 8th January, 2019, at 11:30 A.M.

Members Present:

Management Representative:

1. Dr. A. MOHAMED SADIQ, Principal and Chairman.
2. Sakthi Thiru K. SATHISH, Director, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.
3. Mr. R. KARUNANIDHI, Secretary, Adhiparasakthi College of Arts and Science (Autonomous), G.B. Nagar, Kalavai – 632 506.

Members of the Faculty:

4. Mr. N.T. RAVINDRAN, IQAC Coordinator
5. Mrs. M. JAYANTHI, Associate Professor and Head, Department of Biochemistry.
6. Mrs. R. BHAVANI, Assistant Professor in Biochemistry.
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8. Dr. G. ANANDHARAJ, Head, Department of Computer Science and Applications.
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External Experts:

19. Dr. R. Sudhakar, VIT University, Vellore

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Agenda of the meeting

- To discuss about proposal to conduct extension programmes
- To discuss about conducting awareness programmes
- To discuss about the maintenance of departments' interaction with Industry through MoU
- To discuss about conducting External Academic audit for academic year 2018-2019
- To discuss about encouraging the students to apply for internship.

Resolutions

- Mrs. M. Jayanthi, Associate Professor and Head, Department of Biochemistry welcomed all the members to the 3rd Meeting of IQAC in the academic year of 2018-2019.
- Dr. A. Mohamed Sadiq, Principal, requested the faculty members to conduct extension programmes for the benefit of the neighboring village people by doing Blood grouping, Diabetes awareness, Dengue awareness, Screening of Anemia for school children, providing computer skills, and motivating village students to write government exams and to pursue higher studies etc.
- He informed to all HoDs to maintain Institute-Industry interaction properly and to renew the MoUs regularly.
- He discussed with all HoDs about conducting External Academic audit for academic year 2018-2019.
- He discussed the importance of internship programmes and requested the staff to encourage the students to apply for internship.
- Dr.G.Anandharaj, Associate Professor and Head, Department of Computer Science proposed the Vote of thanks.
- The meeting was concluded by the chairman.

IQAC CO-ORDINATOR