

Krishnasamy College of Science, Arts and Management for Women, Cuddalore

Meeting Minutes of IQAC was held at conference Hall on 20th October 2017

The chairperson of the IQAC committee welcomed the members and briefed about the various initiatives taken by the institution to improve academic performance.

The following agenda were discussed,

- The chairman presented the importance, roles and function of IQAC to new members of IQAC and informed that NAAC window will open by the month of November 2017. We have planned to submit IQA and SSR report during Nov – Dec window system.
- The committee was constituted for preparation of self-study report.
- Setting up of language lab and e – library was discussed.
- With the permission of chair, we have decided to conduct Alumni meeting on 12th Nov 2017.
- Discussed regarding students progression in the CIA test, and decided to conduct remedial classes for slow learners.
- As the odd semester comes to an end, chairperson discussed with members regarding student's attendance, university exam timetable and last working day for the students.
- With the permission of chairperson, it was decided to conduct seminars and FDP for students and faculty of our college in the forth coming semester.
- It was decided in the meeting that new rooms should be allocated for IQAC/NSS/YRC and so the new areas were look after.
- The result analysis team as formed to analyze the semester results

The meeting ended with the vote of thanks to the chair



G. Keival

PRINCIPAL,
KRISHNASAMY COLLEGE OF SCIENCE
ARTS & MANAGEMENT FOR WOMEN
S. Kumarapuram, Cuddalore - 605 001

S.No	Name of the staff	Designation	IQAC members	signature
1	Dr.Mrs G.Nirmala	Principal	Chair person	<i>G. Nirmala</i>
2	Dr.Mr.K.Rajendran	Chairman	Management Coordinator	<i>K. Rajendran</i>
3	Mrs.M.Renugha	HOD/Department of Mathematics	Faculty member	<i>M. Renugha</i>
4	Dr.Mrs.Geetha	HOD/Department of Tamil	Faculty member	<i>G. Geetha</i>
5	Mrs.S.Poornima	HOD/Department of statistics	Faculty member	<i>S. Poornima</i>
6	Mrs.R.Jothi	HOD/ Department of BCA	Faculty member	<i>R. Jothi</i>
7	Dr.B.Savithri	HOD/Department of Commerce	Faculty member	<i>B. Savithri</i>
8	Mrs.R.Kothai	Assistant professor in Computer science	Faculty member	<i>R. Kothai</i>
9	Mr.J.Karthikeyan	Executive Director in Jayam Agro Products	Industry Representative	<i>J. Karthikeyan</i>
10	Ms.A.Pavithra	B.Sc. Chemistry	Alumni Representative	<i>A. Pavithra</i>
11	Ms.S.Jennitha	B.A. English	Alumni Representative	<i>S. Jennitha</i>
12	Mrs.L.Anandhalakshmi	Assistant professor in commerce	Co - Coordinator	<i>L. Anandhalakshmi</i>
13	Dr.Mrs.R.Hemalatha	HOD/ Department of chemistry	Coordinator	<i>R. Hemalatha</i>



G. Nirmala

PRINCIPAL,
KRISHNASAMY COLLEGE OF SCIENCE
ARTS & MANAGEMENT FOR WOMEN,
S. Kumarapuram, Cuddalore-607109

Krishnasamy College of Science, Arts and Management for Women, Cuddalore

Meeting Minutes of IQAC was held at conference Hall on 5th April 2018

The following agenda were discussed,

- The minutes of the previous meeting were confirmed.
- The overall academic performance and progress of the students were discussed.
- With the permission of the chair, it was decided that to improve the teaching learning processes, the staffs are instructed to conduct the class room teaching through smart classes.
- The academic calendar for the next year (2018 - 2019) was read by the principal and discussed the date the internal examination, holidays, working days, seminar/conference dates.
- With the permission of chair, it was decided that the team is framed for the academic audit on 15th May 2018.the following guidelines are,
 - Stock verification of various departments
 - Attendance records
 - Procedures for record keeping
 - Purchase procedures of various science departments
- The different time slots were allotted to all the departments wherein they were expected to make a PowerPoint presentation of their department's strength, achievements, best practices and future plans.
- Also, they were expected to make a power point presentation of their departments result NOV/MAY 2017.
- The chair person suggested to conduct orientation and faculty development programme for the academic year 2018 – 2019.

The meeting ended with the vote of thanks to the chair



A. Keival
PRINCIPAL,
KRISHNASAMY COLLEGE OF SCIENCE
ARTS & MANAGEMENT FOR WOMEN,
S. Kumarapuram, Cuddalore-607109

S.No	Name of the staff	Designation	IQAC members	signature
1	Dr.Mrs G.Nirmala	Principal	Chair person	<i>G. Nirmala</i>
2	Dr.Mr.K.Rajendran	Chairman	Management Coordinator	<i>K. Rajendran</i>
3	Mrs.M.Renugha	HOD/Department of Mathematics	Faculty member	<i>M. Renugha</i>
4	Dr.Mrs.Geetha	HOD/Department of Tamil	Faculty member	<i>G. Geetha</i>
5	Mrs.S.Poornima	HOD/Department of statistics	Faculty member	<i>S. Poornima</i>
6	Mrs.R.Jothi	HOD/ Department of BCA	Faculty member	<i>R. Jothi</i>
7	Dr.B.Savithri	HOD/Department of Commerce	Faculty member	<i>B. Savithri</i>
8	Mrs.R.Kothai	Assistant professor in Computer science	Faculty member	<i>R. Kothai</i>
9	Mr.J.Karthikeyan	Executive Director in Jayam Agro Products	Industry Representative	<i>Karthikeyan</i>
10	Ms.A.Pavithra	B.Sc. Chemistry	Alumni Representative	<i>A. Pavithra</i>
11	Ms.S.Jennitha	B.A. English	Alumni Representative	<i>S. Jennitha</i>
12	Mrs.L.Anandhalakshmi	Assistant professor in commerce	Co - Coordinator	<i>L. Anandhalakshmi</i>
13	Dr.Mrs.R.Hemalatha	HOD/ Department of chemistry	Coordinator	<i>R. Hemalatha</i>



G. Nirmala

PRINCIPAL,
KRISHNASAMY COLLEGE OF SCIENCE
ARTS & MANAGEMENT FOR WOMEN
S. Kumarapuram, Cuddalore-607109