

**A.V.V.M. SRI PUSHPAM COLLEGE (AUTONOMOUS),
POONDI-613 503, THANJAVUR**



IQAC MEET (2017 – 2018)

IQAC MEET

The IQAC Meeting was convened on 29 June 2017 under the chairmanship of Major Dr.R.Damodaran, Principal in the Office of the Principal at 10:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- Moral and Discipline has to be maintained
- Mentor system has to be strictly adhered and the record has to be maintained well.
- Plan of academic activities of the Department, prepare Lesson Plan, Assignments, Online Exams.
- Special Programmes, Seminars, Symposia, Conferences, Special classes for competitive Examinations have to be conducted.
- Upload the Teaching plans.
- Orientation Course for weak students has to be conducted for IUG students.

Management: Patron – Shri K.Thulasiah Vandayar

1. Dr. R. Damodaran
Principal
2. Dr.V.Nandhakumar
IQAC Co-ordinator

Administrative Bodies

3. Prof. N.Rajendran
Dean of Arts & Commerce
4. Dr. V.S. Nagarethinam
Dean Faculty of Science

5. Dr. U.Rajan
Director - SPCTE
6. Dr. G. Karikalan
Controller of Examinations

Members

7. Dr.A.Paneerselvam
Associate Professor of Botany
8. Dr. R.Prakash Babu
Associate Professor of Commerce
9. Dr. K.Ravichandran
Associate Professor of Physics
10. Dr. V.Manimekalai
Associate Professor of Botany
11. Dr. T.S.Baskaran
Associate Professor of Computer Science
12. Dr. R.Deepa
Assistant Professor of Tamil

Office Superintendent

13. Mr.S. Durairajan
Office Superintendent



(Dr.V.Nandhakumar)

Signature of the IQAC Co-ordinator

IQAC MEET

The IQAC Meeting was convened on 20 July 2017 under the chairmanship of Dr. R.Damodaran, Principal in the office of the Principal at 10:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the main deliberations of the meet:

- Tutorial System has to be strengthened.
- Academic Audit Visit will start from 21st August 2017.
- Records and Registers must be ready in the Departments for Auditing.
- The list of IQAC subcommittee members and students chapter must be submitted to the IQAC Co-ordinator.
- Strict discipline has to be maintained
- International Journals purchased for Minor Projects submitted to the Library.
- Awareness & Scheduled meeting on Research fundings are to be taken for faculty members.

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Associate Professor of Computer Science
- 12.Dr. R.Deepa
Assistant Professor of Tamil

Office Superintendent

- 13.Mr.S. Durairajan
Office Superintendent



(Dr.V.Nandhakumar)

Signature of the IQAC Co-ordinator

IQAC Meet

The IQAC Meeting was convened on 10 August 2017 under the chairmanship of Dr.R.Damodaran, Principal in the office of the Principal at 10:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- The Principal appreciated for the well maintenance of Discipline.
- Academic Diary has to be maintained by the Co-ordinator.
- Sports Secretary for the Department suggested.
- To create an Examination environment.
- Assignments have to be submitted and signed before Mid semester Exam

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IQAC Co-ordinator

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Assistant Professor of Tamil

Office Superintendent

13.Mr.S. Durairajan

Office Superintendent



(Dr.V.Nandhakumar)

Signature of the Coordinator, IQAC

IQAC Meet

The IQAC Meeting was convened on 06 September 2017 under the chairmanship of Dr.R.Damodaran, Principal in the office of the Principal at 10:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- Assignments have to be submitted and signed before Mid semester Exam
- Assignments have to be given and the students have to submit.
- For Science Programmes, Practical observation records have to be written
- In consultation of the CIA File, Remedial course has to be conducted.
- IQAC visits the departments on the second spell of the Auditing.
- Academic Curricular planner has to be filled and kept ready for Auditing.
- The Principal appreciated the Co-operation of the Discipline Committee Members.

Management: Patron – Shri K.Thulasiah Vandayar

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Assistant Professor of Tamil

Office Superintendent

13.Mr.S. Durairajan

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(Dr.V.Nandhakumar)

Signature of the Coordinator, IQAC

IQAC Meet

The IQAC Meeting was convened on 12 October 2017 under the chairmanship of Dr. R.Damodaran, Principal in the office of the Principal at 10:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- The College is appealing for star college & center for excellence. The concerned Departments are required to extend their fullest Co-operation.
- A Separate Diary has to be maintained by the Co-ordinators
- AQAR has to be submitted.
- Orientation for freshers will be conducted.
- UGC Minor & Major Projects – UGC has to be sent Books & Instruments have to be arranged
- Parents Teachers Meet has to be arranged.

Management: Patron – Shri K.Thulasiah Vandayar

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IQAC Co-ordinator

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(Dr.V.Nandhakumar)

Signature of the Coordinator, IQAC

IQAC Meet

The IQAC Meeting was convened on 03 November 2017 under the chairmanship of Dr. R.Damodaran, Principal in the office of the Principal at 11:00 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- The Staff members were honoured for their whole hearted service in the ISRO.
- Discipline Committee Members have to be attend on their duty.
- Alumni Detail has to be ready.
- All Communications have to be Channelized by the Co-ordinator.
- Conduct Academic Programmes and Assignment sheets have to be collected in the department.
- Individual Bio-data has to be updated and AQAR has to be submitted.

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Dean Faculty of Science
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Director - SPCTE
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IQAC Meet

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Office Superintendent

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(Dr. V.Nandhakumar)

Signature of the Coordinator, IQAC

IQAC Meet

The IQAC Meeting was convened on 29 December 2017 under the chairmanship of Dr.R.Damodaran, Principal in the office of the Principal at 11:15 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- NIRF Registration Date has been postponed. The Co-ordinators have provided the necessary data during the vacation.
- NAAC work has to be completed.
- Identity Advance Learners – Online Course will be conducted.
- Assignment Consolidated sheets have to be submitted.
- Personality Development program, workshop to be conducted.

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Office Superintendent

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(Dr.V.Nandhakumar)

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IQAC Meet

The IQAC Meeting was convened on 29 January 2018 under the chairmanship of Dr. R.Damodaran, Principal in the office of the Principal at 11:15 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- Students Discipline has to be entered in the sheet provided by the Office
- The deliberations of the members were taken into consent.
- The schedule of the subject experts, both internal and external has to be submitted.
- The claim for the external for TA and Honorarium can be approved by the authorities.
- Orientation morning session starts

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(Dr.V.Nandhakumar)

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IQAC Meet

The IQAC Meeting was convened on 18 February 2018 under the chairmanship of Dr. R.Damodaran, Principal in the office of the Principal at 11:00 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- Students details form to be submitted.
- LMS to be uploaded regularly with learning materials.
- To enhance the research activities to be carried out.
- Staff can invest in postal Insurance, if interested
- Discipline activity has to be maintained strictly around the College campus.
- Revision of syllabus UG, PG and M.Phil.

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(Dr.V.Nandhakumar)

Signature of the Coordinator, IQAC

IQAC Meet

The IQAC Meeting was convened on 01 March 2018 under the chairmanship of Dr.R.Damodaran, Principal in the office of the Principal at 11:30 a.m. IQAC Co-ordinator Dr.V.Nandhakumar and the members of IQAC attended the meeting.

The following were the deliberations of the meet:

- Workshop for M.Phil scholars "On Smart Class"
- Maintain Gate register
- CIA Marks has to be submitted.
- Choice Based Credit System certificate courses and Value Added Courses.
- Handbook Academic Activities.
- Alumini Association Meet Dean's office feedback

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(Dr.V.Nandhakumar)

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