



## POOMPUHAR COLLEGE (AUTONOMOUS)

of the Tamil Nadu Hindu Religious & Charitable Endowments (H.R & C.E) Department  
Melaiyur – 609 107, Nagappattinam (Dt.)

### Internal Quality Assurance Cell (IQAC)

#### Minutes of the Meeting (2017 – 2018)

Date: **20.09.2017**

Time: **2.30 PM**

Venue: **Seminar Hall**

The meeting of the internal members of the Internal Quality Assurance Cell (IQAC) was held on 20.09.2017 at Seminar Hall by 2.30 PM.

Principal and the Chair Person of the IQAC Dr. C. Nakkeeran welcomed the members and introduced newly constituted IQAC. He also elaborated on the roles and responsibilities of the members of the IQAC.

The Coordinator Dr. K. Parasuraman briefed on powers and functions of IQAC. The members discussed on various activities to be carried out for quality enhancement.

- Resolved to instruct the Coordinator, Research and Development Cell to motivate faculty members to prepare research proposals to be submitted to the funding agencies for inter disciplinary research.
- Resolved to instruct the Coordinator, IQAC for collecting feedback from various stakeholders for the academic year 2017 – 18.
- Resolved to instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2016 – 17.
- Resolved to instruct the Coordinator, IQAC to conduct the Academic Audit to all the departments for the academic year 2017 – 18.
- Resolved to instruct the Coordinator, IQAC to prepare the aim, objective, powers and functions of Internal Quality Assurance Cell.
- Resolved to instruct the Coordinator, Calendar Committee to take the initiative for publishing the Student Handbook (Calendar) for the academic year 2017 – 18.
- Resolved to instruct the Coordinator, Research and Development Cell to motivate faculty members to publish the articles in SCOPUS and Web of Science Journals to enhance the quality of academic research.
- Resolved to instruct the Head of the Departments to take the steps to submit self-appraisal of all staff members for the academic year 2016 – 17.
- Resolved to instruct the Coordinator, Criteria 3 to calculate h – index of the college to assess the research quality.
- Resolved to instruct all the staff members to complete portions before the end semester examinations.

  
**Coordinator – IQAC**

Co-ordinator

Internal Quality Assurance Cell (IQAC)  
Poompuhar College (Autonomous)  
Melaiyur - 609 107, Mayiladuthurai (Dt.)



  
**PRINCIPAL**

**PRINCIPAL,  
POOMPUHAR COLLEGE  
MELAIYUR - 609 107.**



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

#### **Minutes of the Meeting (2017 – 2018)**

Date: **20.09.2017**

Time: **2.30 PM**

Venue: **Seminar Hall**

The meeting was attended by the following members

1. Dr. C. Nakkeeran
2. Dr. K. Parasuraman
3. Dr. E.K. Sivasakthivel
4. Mr. M. Palanisamy
5. Dr. A. Navinkumar
6. Dr. P. Asokkumar
7. Dr. R. Subramanian
8. Dr. A. Hari Ganesh
9. Dr. K. Ramesh



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Date: 11.09.2017

### Internal Quality Assurance Cell (IQAC)

#### CIRCULAR

The meeting for IQAC is scheduled on 20.09.2017, 2.30 p.m. at Seminar Hall, Poompuhar College, Melaiyur – 609 107. All the members of IQAC are requested to attend the meeting without fail.



PRINCIPAL

#### AGENDA

**PRINCIPAL,  
POOMPUHAR COLLEGE  
MELAIYUR - 609 107.**

- Welcome and initial remarks by the Principal
- To prepare research proposals to be submitted to the funding agencies for motivating inter disciplinary research.
- To collect feedback from various stakeholders for the academic year 2017 – 18.
- To instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2016 – 17.
- To conduct the Academic Audit to all the departments for the academic year 2017 - 18
- To prepare the aim, objective, powers and functions of Internal Quality Assurance Cell.
- To take the initiative for publishing the Student Handbook (Calendar) for the academic year 2017 – 18.
- To instruct the staff members to publish the articles in SCOPUS and Web of Science Journals to enhance the quality of academic research.
- To instruct the staff members to submit self-appraisal form for the academic year 2016 – 17.
- To calculate h – index of the college to assess the research quality.
- Any other matter.