



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 (2018 – 2019)

Date: **30.07.2018**

Time: **2.00 PM**

Venue: **Seminar Hall**

The meeting of the internal members of the Internal Quality Assurance Cell (IQAC) was held on 30.07.2018 at Seminar Hall by 2.00 PM.

Principal and the Chair Person of the IQAC Dr. S. Arivoli 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. A. Palanisamy 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, IQAC for collecting feedback from various stakeholders for the academic year 2018 – 19.
- Resolved to instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2017 – 18.
- Resolved to instruct the Coordinator, IQAC to conduct the Academic Audit to all the departments for the academic year 2018 – 19.
- Resolved to instruct the Coordinator, IQAC to conduct the Students Satisfaction Survey (SSS) on curriculum for the assessment of quality of curriculum and syllabi.
- Resolved to instruct the Head of the Departments to organize Seminars / Workshops on State and National Levels by all departments during the academic year 2018 – 19.
- Resolved to instruct the Coordinator, Calendar Committee to take the initiative for publishing the Student Handbook (Calendar) for the academic year 2018 – 19.
- Resolved to instruct the Heads of the Departments to prepare the aim and objective of the academic departments of the college.
- Resolved to instruct the Heads of the Departments to take the steps to submit self-appraisal of all staff members for the academic year 2017 – 18.
- 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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Melaiyur – 609 107, Nagappattinam (Dt.)

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting (2018 – 2019)

Date: 30.07.2018

Time: 2.00 PM

Venue: Seminar Hall

The meeting was attended by the following members

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



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Melaiyur – 609 107, Nagappattinam (Dt.)

Date: 20.07.2018

Internal Quality Assurance Cell (IQAC)

CIRCULAR

The meeting for IQAC is scheduled on 30.07.2018, 2.00 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

- Welcome and initial remarks by the Principal
- To collect feedback from various stakeholders for the academic year 2018 – 19.
- To instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2017 – 18.
- To conduct the Academic Audit to all the departments for the academic year 2018 - 19
- To conduct the Students Satisfaction Survey (SSS) on curriculum for the assessment of quality of curriculum.
- To organize Seminars / Workshops on State and National Levels by all departments during the academic year 2018 – 19.
- To take the initiative for publishing the Student Handbook (Calendar) for the academic year 2018 – 19.
- To prepare the aim and objective of the academic department of the college.
- To instruct the staff members to submit self-appraisal form for the academic year 2017 – 18.
- To calculate h – index of the college to assess the research quality.
- Any other matter.

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