



## 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 (2020 – 2021)

Date: 17.09.2020

Time: 11.30 AM

Venue: Seminar Hall

The meeting of the internal members of the Internal Quality Assurance Cell (IQAC) was held on 17.09.2020 at Seminar Hall by 11.30 AM.

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. P. Asokkumar briefed on powers and functions of IQAC. The members discussed on various activities to be carried out for quality enhancement.

- Resolved to instruct all the faculty members to conduct the online classes to various courses for the academic year 2020 – 21 in order to complete the syllabus.
- Resolved to instruct the Heads of the Departments to organize the Webinar on emerging areas during the academic year 2020 - 21.
- Resolved to instruct the Coordinator, IQAC for collecting feedback from various stakeholders for the academic year 2020 – 21.
- Resolved to instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2019 – 20.
- Resolved to instruct the Coordinator, IQAC to conduct the Academic Audit to all the departments for the academic year 2020 – 21.
- Resolved to instruct the Coordinator, Calendar Committee to take the initiative for publishing the Student Handbook (Calendar) for the academic year 2020 – 21.
- Resolved to instruct the Heads of the Departments to take the steps to submit self-appraisal of all staff members for the academic year 2019 – 20.
- 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 (2020 – 2021)**

**Date: 17.09.2020**

**Time: 11.30 AM**

**Venue: Seminar Hall**

The meeting was attended by the following members

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



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**Date: 14.09.2020**

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

#### **CIRCULAR**

The meeting of IQAC is scheduled on 17.09.2020, 11.30 a.m. through Zoom Meet. All the members of IQAC are requested to attend the meeting without fail.

The meet id: <https://meet.google.com/vjz-adtt-euj>

**PRINCIPAL**

#### **AGENDA**

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

- Welcome and initial remarks by the Principal
- To conduct the online classes to various courses for the academic year 2020 – 21 in order to complete the syllabus.
- To organize the Webinar on emerging areas by all departments during the academic year 2020 - 21.
- To collect feedback from various stakeholders for the academic year 2020 – 21.
- To instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2019 – 20.
- To conduct the Academic Audit to all the departments for the academic year 2020 - 21
- To take the initiative for publishing the Student Handbook (Calendar) for the academic year 2020 – 21.
- To instruct the staff members to submit self-appraisal form for the academic year 2019 – 20.
- To calculate h – index of the college to assess the research quality.
- Any other matter.