



POOMPUHAR COLLEGE (AUTONOMOUS)

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

Internal Quality Assurance Cell (IQAC) Minutes of the Meeting (2021 – 2022)

Date: **01.09.2021**

Time: **2.00 PM**

Venue: **Seminar Hall**

The meeting of the internal members of the Internal Quality Assurance Cell (IQAC) was held on 01.09.2021 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. 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 the Heads of the Departments to make the necessary changes in the syllabus for the forthcoming board of studies meeting.
- Resolved to instruct the Head of the Departments to prepare the Programme Specified Outcomes for each programme and Course Outcomes for each courses.
- Resolved to instruct the Coordinator, IQAC for collecting feedback from various stakeholders for the academic year 2021 – 22 through online.
- Resolved to instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2020 – 21.
- Resolved to instruct the Coordinator, IQAC to conduct the Academic Audit to all the departments for the academic year 2021 – 22.
- Resolved to instruct the Coordinator, IQAC to organize a Webinar on “Effective Functioning of Autonomous College” to enhance the quality of our institution.
- Resolved to instruct the Coordinator, Career Guidance and Counselling Cell to conduct the On Campus Placement Drive for the final year UG and PG students of the academic year 2021 – 22.
- Resolved to instruct the Coordinator, Calendar Committee to take the initiative for publishing the Student Handbook (Calendar) for the academic year 2021 – 22.
- Resolved to instruct the Heads of the Departments to take the steps to submit self-appraisal of all staff members for the academic year 2020 – 21.
- 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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Date: 01.09.2021

Time: 2.00 PM

Venue: Seminar Hall

The meeting was attended by the following members

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



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Date: 23.08.2021

Internal Quality Assurance Cell (IQAC)

CIRCULAR

The meeting for IQAC is scheduled on 01.09.2021, 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

PRINCIPAL,
POOMPUHAR COLLEGE
MELAIYUR - 609 107.

- Welcome and initial remarks by the Principal
- To make the necessary changes in the syllabus for the forthcoming board of studies meeting.
- To prepare the Programme Specified Outcomes for each programme and Course Outcomes for each courses.
- To collect feedback from various stakeholders for the academic year 2021 – 22 through online.
- To instruct the Nodal Officer, AISHE to submit data on AISHE portal for the academic year 2020 – 21.
- To conduct the Academic Audit to all the departments for the academic year 2021 - 22
- To organize a Webinar on “Effective Functioning of Autonomous College” to enhance the quality of our institution.
- To conduct the On Campus Placement Drive for the final year UG and PG students for the academic year 2021 - 22.
- To take the initiative for publishing the Student Handbook (Calendar) for the academic year 2021 – 22.
- To instruct the staff members to submit self-appraisal form for the academic year 2020 – 21.
- To calculate h – index of the college to assess the research quality.
- Any other matter.