



# K.M.G. COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)

R.S. ROAD, AMMANANGKUPPAM, GUDIYATTAM - 635 803.

Approved by Govt. of Tamilnadu & Permanently Affiliated to Thiruvalluvar University

Recognized under section 2(f) and 12(B) of the UGC Act, 1956

Accredited by NAAC with 'A' GRADE (CGPA of 3.24/4 - 2<sup>nd</sup> Cycle)



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## Student Affairs Committee

Academic Year 2025–2026

### Third Meeting Report

**Date: 18.02.2026, Wednesday**

**Venue: K.M.G. Seminar Hall**

The Third Meeting of the Student Affairs Committee for the Academic Year 2025–2026 was conducted on 18.02.2026. The meeting included a detailed review of the resolutions and action items discussed during the Second Meeting held on 16.09.2025. Particular attention was given to the progress made in strengthening disciplinary mechanisms, student welfare initiatives, counseling support systems, and compliance monitoring practices.

The Chairperson welcomed the members and emphasized the importance of data-driven governance, structured documentation, and systematic follow-up to ensure continuous quality enhancement. The review process was aligned with the standards prescribed by the National Assessment and Accreditation Council and other applicable regulatory frameworks, wherever relevant. The Committee collectively reaffirmed its commitment to sustaining Institutional discipline, student support services, and quality-oriented administrative practices.

#### Agenda-wise Deliberations and Resolutions

**1. Confirmation of Minutes of Second Meeting**

The minutes of the Second Meeting were reviewed and confirmed.

**2. Review of Action Taken Report (ATR) of Second Meeting**

The Committee verified the completion status of all resolutions. Documentation and monitoring mechanisms were found satisfactory.

**3. Semester-End Discipline Analysis**

A comprehensive report covering the number, nature, and frequency of cases was presented. The analysis highlighted improved compliance trends compared to the beginning of the semester.

**4. Statistical Review of Cases and Trends**

Category-wise and semester-wise statistical data were examined to identify recurring issues and preventive intervention opportunities.

#### 5. **Review of Counseling Outcomes**

Counseling interventions were evaluated based on structured feedback. The Committee observed positive behavioral improvements in referred cases.

#### 6. **Evaluation of Dress Code & Mobile Policy Effectiveness**

Monitoring reports indicated enhanced compliance levels due to consistent supervision and awareness initiatives.

#### 7. **Feedback Analysis from Students**

Student feedback regarding discipline mechanisms, grievance handling, and welfare support was analyzed. Suggestions for refinement were recorded.

#### 8. **Identification of Best Practices**

The Committee identified structured digital documentation, early counseling intervention, and parent communication protocols as emerging best practices.

#### 9. **Policy Improvement Recommendations**

Minor revisions were proposed to strengthen clarity, monitoring processes, and digital tracking mechanisms for the upcoming Academic Year.

#### 10. **Preparation of Semester Report to IQAC**

A consolidated semester-end report was prepared for submission to the Internal Quality Assurance Cell (IQAC) for institutional documentation and review.

#### **ACTION TAKEN REPORT (ATR) – THIRD MEETING**

<b>Sl. No</b>	<b>Resolution Passed</b>	<b>Action Proposed</b>	<b>Action Taken</b>	<b>Evidence Available</b>	<b>Status</b>
1	Semester-End Discipline Analysis	Prepare statistical report	Comprehensive case statistics compiled with category-wise and semester-wise analysis	Semester Report	<b>Completed</b>
2	Continue Counseling Strengthening	Evaluate counseling outcomes	Structured feedback collected from mentees and reviewed for effectiveness assessment	Feedback Forms	<b>Completed</b>
3	Submit Report to IQAC	Prepare consolidated report	Consolidated Semester Report prepared and formally submitted to IQAC	Submission Record	<b>Completed</b>
4	Policy Improvement	Suggest revisions	Minor policy improvements identified; draft revisions prepared for next Academic Year	Revised Draft	<b>Completed</b>

5	Digital Monitoring Expansion	Plan full digital tracking	Proposal prepared for expanding digital discipline tracking system in the upcoming Academic Year	Proposal Document	<b>In Progress</b>
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**Photographic Evidence**



### Concluding Remarks

The Third Meeting marked the culmination of the semester's review cycle, emphasizing structured evaluation, statistical analysis, and quality enhancement measures. The Committee demonstrated systematic governance through data-supported review mechanisms and transparent documentation practices.

The semester-end analysis reflects measurable improvement in discipline compliance, strengthened counseling interventions, and enhanced monitoring efficiency. The proposal for expanding digital tracking in the forthcoming Academic Year represents a progressive step toward institutional automation and accountability.

The Committee resolved to carry forward best practices and integrate policy refinements to ensure sustained excellence in student governance, welfare, and compliance standards.

*S. Jagan*  
18-02-26

**Student Coordinator**  
**STUDENT AFFAIRS**  
**K.M.G. COLLEGE OF ARTS & SCIENCE**  
**GUDIYATTAM - 635 803**

*C. Jagan*  
18/2/26

**Principal**  
**PRINCIPAL,**  
**K.M.G. COLLEGE OF ARTS AND SCIENCE**  
**(AUTONOMOUS),**  
**GUDIYATTAM, VELLORE DISTRICT - 635 803**

S. No.	Designation	Name & Position	Signature With Date
1	Chairperson	Dr. C. Dhandapani, Principal.	<i>C. Jagan</i> 18/2/26
2	Student Welfare Officer	Dr. J. Jayakumar, Assistant Professor & Head, Department of Tamil.	<i>S. Jagan</i> 18/2/26
3	IQAC Coordinator	Mr. B. Balaji, Assistant Professor, PG and Research Department of Chemistry.	<i>B. Balaji</i> 18/2/26
4	Women's Representative	Dr. J. Thirumagal, Assistant Professor & Head, PG and Research Department of Biochemistry.	<i>J. Thirumagal</i> 18/02/2026
5	Anti-Ragging Committee Representative	Dr. P. Bhavani, Assistant Professor & Head, PG Department of English.	<i>P. Bhavani</i> 18/12/26
6	Counselor	Mr. K. Jayasankar, Assistant Professor, PG Department of Computer Science.	<i>K. Jayasankar</i> 18/02/26
7	Student Representative	Selvan. U. S. Vinodhan, II – Year, PG and Research Department of Microbiology.	<i>Selvan. U. S. Vinodhan</i> 18/12/2026