

K.M.G. COLLEGE OF ARTS AND SCIENCE
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting

Academic Year: 2022-2023

Meeting-I

08/08/2022

The meeting was conducted on ~~07~~ 08.08.22 in the principal's room at 11:00 AM.

Minutes and Action Taken Report:-

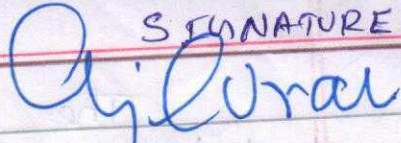
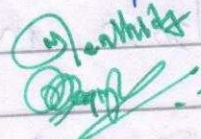

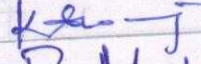
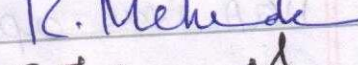


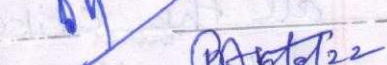

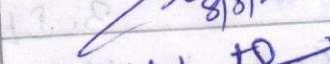

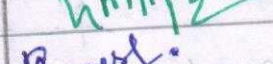
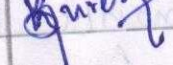
1. For the NAAC reassessment, the status of preparedness of SSR documents and Support documents are discussed with the IQAC coordinator and it was found that 80% of the work has been completed.

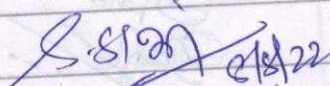
2. The format of IIR and details asked for were discussed.

3. The Suggestion has been asked about the date of submission of IIR for the 2nd cycle of NAAC. It is decided to submit the IIR in the 3rd week of October 2022 tentatively.

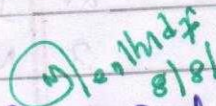
4. The Discussion made on conduction of internal and external AAA. It is resolved to conduct internal academic and administrative audit for the year 2021-2022 on 17.08.2022 and external audit after receiving the University exam results, tentatively in the month of Dec-2022.

08/08/2022

NAME	SIGNATURE
1. Thiru. K.M.V. Rajendran	
2. Dr. M. Senthiraj	
3. Mr. M. Megharajan	
4. Dr. J. Jayakumar	
5. Dr. K. Gomathy	
6. Dr. R. Manikandan	
7. Dr. J. Thirumagal	
8. Dr. D. Manikandan	
9. Mr. P. Daniel Sundarraj	
10. Mrs. P. Anjugam	
11. Ms. G. Shobasani	
12. Mrs. M. Jayanthi	
13. Mr. K.M. Boopathi	
14. Mr. D. Suresh	
15. Ms. M. Vijayalakshmi	
16. Mr. S. Raja	
17. Mr. N. Baskaran	
18. Mrs. N. Raji	


 IQAC - Coordinator

N. Raji 08/08/2022


 Principal

Meeting-II

04.11.2022

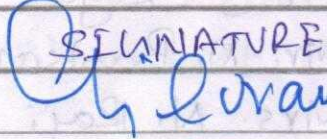
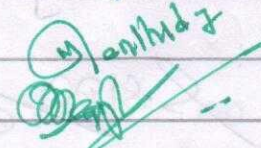

The meeting was conducted on 04/11/2022 in the Principal's room at 11 AM

Minutes and Action Taken Report:-

1. The Principal informed that the IIRAA was approved by the NAAC.
2. The preparedness of SSR documents has been discussed and it is found that almost all the criterions have finished collecting the data with required support documents.
3. It is decided to Submit the SSR in the 2nd week of December.
4. It is decided to inform the departments to keep all the files up-to-date, in the format already shared.

15. Ms. M. V
16. Mr. S
17. Mr. N.
18. Mrs. N

IRAC

NAME	SIGNATURE
1. Thiru. K.M.V. Rajendran	
2. Dr. M. Senthilraj	
3. Mr. M. Megharajen	
4. Dr. J. Jayakumar	280 4/11/22
5. Dr. K. Anomathiy	4/11/22
6. Dr. R. Manikandan	R. Melude
7. Dr. J. Thirumagal	J. Thirumagal 04/11/22
8. Dr. D. Manikandan	D. Manikandan 04.11.22
9. Mr. P. Daniel Subbaraj	by
10. Mrs. P. Anjugam	PA
11. Ms G. Shobarani	G. Shobarani 4/11/22
12. Mrs. M. Jayanthi	M. Jayanthi
13. Mr. V. M. Ramesh	lmmms

Knowledge

15. Ms. M. Vijayalakshmi

16. Mr. S. Raja

17. Mr. N. Basuvaran

18. Mrs. N. Raji

~~S. S. Raji~~
4/11/22
IQAC - coordinator

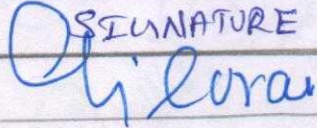
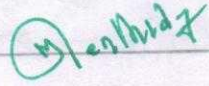

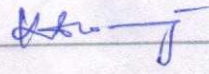
~~N. Raji~~
4/11/22
Principal

28/02/2023

The meeting was conducted on 28.02.2023 in the principal's room at 11 AM.

Minutes and Action Taken Report:-

1. Preparation of files for NAAC Peer team visit was discussed in detailed.
2. The departments and Clubs are asked to prepare PPT to be presented to NAAC Peer Team Members.
3. Tentative Visiting Schedule of NAAC Peer Team visit was discussed.
4. Arrangements to be made for NAAC peer team visit discussed and scheduled.
5. Staff Members are given Incharges for various activities which is to be taken place.

NAME	SIGNATURE
1. Thiru. K.M.G. Rajendran	
2. Dr. M. Senthilraj	
3. Mr. M. Megharajan	
4. Dr. J. Jayakumar.	S. S. S. 28/2/23
5. Dr. K. Gomathy	
6. Dr. R. Manikandan	R. Meherde 28/02/23
7. Dr. P. P. P.	P. P. P.

8. Dr. D. Manikandan

①. ~~28/02/2023~~

9. Mr. P. Daniel Sundarraj

~~Ref~~

10. Mrs. P. Anjagam

~~At 28/2/23~~

11. Ms. U. Shobarani

~~S. S. S. 28/2/23~~

12. Mrs. M. Jayanthi

M. L. to

13. Mr. K. Boopathi

Ym 28/2

14. Mr. D. Suresh

~~Ref~~

15. Ms. M. Vijayakeshmi

16. Mr. S. Raja

17. Mr. N. Baskaran

18. Mrs. N. Raji

N. Raji 28/02/2023

~~S. S. S. 28/2/23~~
IQAC - Coordinator

~~Principal~~
28/2/2023