



Internal Quality Assurance Cell (IQAC)

1st MEETING OF 2020-2021

Date: 03.07.2020, Time: 11.30 A.M. Venue: IQAC Room

Agenda

1. Conducting Online Classes.
2. Revision of Syllabus & Feedback on Curriculum
3. Students' Induction Programme for 1st year students.
4. Introducing English Language Lab.
5. Participation of NSS/NCC/ YRC/RRC.

IQAC Coordinator



Principal
PRINCIPAL

JAYA COLLEGE OF ARTS & SCIENCE
THIRUNINRAVUR-602 024.



Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

Meeting 1– 03.07.2020

The 1st meeting of IQAC 2020-2021 was held at 11.30 a.m. on **03.07.2020** in IQAC Room. The meeting started on a welcome note by IQAC Coordinator. The Chairperson Dr. P. Guhan requested all the members for open house discussion.

Minutes of the Meeting

Agenda 1. Conducting online Classes

- Due to COVID-19, it is decided that the classes will be conducted through online mode as per the instruction given by the government as well as University of Madras.

Agenda 2. Revision of Syllabus and Feedback on Curriculum

- The syllabus for all UG Departments has been revised by University.
- The University changed the Pattern for General English for first year and second year as 50 marks for internal and external.
- Professional English paper has been introduced by TANCHE to all first years. The Pattern of the above paper 50 marks for internal as well as external.
- As the Syllabus as been revised by University. It is necessary to collect feedback forms on curriculum from students as well as staffs by the end of the Semester.

Agenda 3. Students' Induction Programme for 1st year students

- It was decided to Conduct Students Induction Programme for the first year students consisting of motivation and orientation talks, introduction of various facilities and support system available for students in the college.

Agenda 4. Introducing the English Language Lab

- The proposal of English Language Lab was given from the department of English. It is decided that the proposal will be taken into consideration.

Agenda 5. Participation of NSS/NCC/ YRC/RRC.

- The participation of NSS/NCC Units during this COVID period is more explicitly needed to undertake extension /outreach programmes and sensitize students with the social issue.

IQAC Coordinator informed the date for the next meeting and it is unanimously decided in the First week of January 2020. The meeting ended with a formal vote of thanks.

IQAC Coordinator



Principal
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Internal Quality Assurance Cell (IQAC)

2nd MEETING OF 2020-2021

Date: 06.01.2021, Time: 11.30 A.M. Venue: IQAC Room

Agenda

1. Conducting university examination.
2. English Language Lab Implementation.
3. Conducting Sports Day.
4. Participation of NCC/NSS Units.

IQAC Coordinator



Principal
PRINCIPAL

JAYA COLLEGE OF ARTS & SCIENCE
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Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

Meeting 2 – 06.01.2021

The 2nd meeting of IQAC 2020-2021 was held at 11.30 a.m. on 06.01.2021 in IQAC Room

The meeting started on a welcome note by IQAC Coordinator. The Chairperson Dr. P. Guhan requested all the members for open house discussion.

Agenda 1. Conducting University Examination.

- Due to COVID-19, it is decided that the university semester examination will be conducted through online mode as per the instruction given by the government as well as University of Madras

Agenda 2. English Language Lab Implementation

- It is decided that the setup English Language lab to be completed and to start classes in the language lab to enhance the communication skills.

Agenda 3. Conducting Sports Day.

- It is decided to conduct sports day for this academic year in the month of March or April.

Agenda 4. Participation of NCC/NSS Units

- The participation of NSS/NCC Units during this COVID period is more needed for the day to undertake extension /outreach programmes and sensitize students with the social issues.

IQAC Coordinator informed the date for the next meeting and it is unanimously decided in the Second week of June 2021. The meeting ended with a formal vote of thanks.

IQAC Coordinator



Principal
PRINCIPAL

JAYA COLLEGE OF ARTS & SCIENCE
THIRUNINRAVUR-602 024.