



Internal Quality Assurance Cell (IQAC)

1st MEETING OF 2019-2020

Date: 22.07.2019, Time: 11.30 A.M. Venue: IQAC Room

AGENDA

1. Framing IQAC internal Committee Members
2. Introducing students feedback on curriculum
3. Enhancing teaching learning process

IQAC Coordinator



Principal

**PRINCIPAL
JAYA COLLEGE OF ARTS & SCIENCE
THIRUNINRAVUR-602 024.**



Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

Meeting 1 – 22.07.2019

The 1st meeting of IQAC 2019-2020 was held at 11.30 a.m. on 22.07.2019 in IQAC Room

The meeting started on a welcome note by IQAC Coordinator, Dr. Prailene Palsia followed by her Presentation on objectives which include basic purposes, activities, and function of IQAC. The IQAC Coordinator proposed to conduct the IQAC meeting twice in an academic year.

The Chairperson Dr. P. Guhan requested all the members for open house discussion on academic excellence.

Agenda 1: Framing IQAC Internal Committee Members

The IQAC Coordinator addressed the necessity of framing internal iqac Committee members in the college. It is decided to have a member per department to fulfill the purpose of IQAC in the college.

The selected members from each department are as follows :

1. Mrs. A. Alarmelumangai (Tamil)
2. Mrs. R. Ramya (commerce)
3. Mr. A. Ganesan (Eco & His)
4. Mrs. Gayathri (BBA, BCA, BBM)
5. Mr. J. Arundurair (H&C)
6. Mrs. P. Premjothi (Bio-chem & Chem)
7. Dr. R. Satheesh Kumar (Phy & Elec)
8. Mrs. K. Kalaisevi (Maths)
9. Mrs. M. Sakthi Vanitha (Comp App)
10. Mrs. M. Devigasri (Comp Sci)
11. Dr. I. R. Oviya (Bio-Tech)
- 12.

Agenda 2: Introducing students feedback on curriculum

Semester pattern was introduced to the first year students after their school yearly pattern. Their feedback on curriculum is equally important to carry out the teaching Learning experience. So the members suggested with the permission of chair to collect the student's feedback on curriculum from first year students either after the completion of full syllabus or during their model examination.



Agenda 3: Enhancing of teaching learning process

To bring out the overall performance of students, to enhance the quality in teaching learning process through

1. Lesson Plan
2. Mind map
3. Audio/Video

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

IQAC Coordinator



Principal

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Jaya College of Arts and Science, Thiruninravur – 602024

(Affiliated to University of Madras)

Internal Quality Assurance Cell (IQAC)

2nd MEETING OF 2019-2020

Date: 08.01.2020, Time: 11.30 A.M. Venue: IQAC Room

Agenda

1. Academic auditing the departments in preparation with NAAC.
2. To conduct department activities

IQAC Coordinator



Principal

PRINCIPAL

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THIRUNINRAVUR-602 024.**



Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

Meeting 2 – 08.01.2020

The 2nd meeting of IQAC 2019-2020 was held at 11.30 a.m. on 08.01.2020 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 Meeting

Agenda 1: Academic Auditing the departments in preparation with NAAC

- It is proposed to conduct academic audit report with the panel of NAAC members of our college who can scrutinize the strength and weakness of all departments and offer suggestion to resolve the same.

Agenda 2: To conduct department activities

- It is decided to conduct activities to enhance the knowledge and skills of the students.

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

IQAC Coordinator



Principal
PRINCIPAL

JAYA COLLEGE OF ARTS & SCIENCE
THIRUNINRAVUR-602 024.