



KAAMADHENU ARTS AND SCIENCE COLLEGE

Approved by Govt. of Tamil Nadu • Recognized by UGC under 2(f) and 12(B) • Affiliated to Bharathiar University - Coimbatore
Kamadhenu Nagar, D.G.Pudur (Post), Sathyamangalam, Erode District, Tamil Nadu - 638 503
Ph : +91 4295 - 223 743, 223 843 Web : www.kascsathy.ac.in E-mail : office@kascsathy.ac.in

Date: 18.01.2024

Internal Quality Assurance Cell (IQAC)

CIRCULAR

We would like to inform you that the Internal Quality Assurance Cell members meeting are scheduled to take place on January 23, 2024, at 11 a.m. The scheduled location for the meeting is the College's Institutional Quality Assurance Cell (IQAC). Your presence at this meeting is highly solicited, as we aim to discuss important matters pertaining to the quality assurance processes within our institution.

The agenda for the meeting is as follows:

1. Welcome and Introduction
2. Review of Previous Meeting Minutes
3. Members Update
4. Analysis of Academic Performance
5. Academic and Administrative Audit
6. Department Activities
7. Faculty development programs
8. Students skill development programs
9. Obtaining research grants and projects
10. Publication of research among faculty
11. Accreditation and Quality Assurance Processes
12. Financial support for faculty participation in events
13. Encouragement of clubs and cells for activities
14. Ensure Stakeholders feedback
15. Status of the performance of teaching faculty and non-teaching staff
16. AISHE and NIRF
17. MOUs
18. Increase more placements
19. Monitoring of Alumni Activities
20. Recognition and Awards for Excellence
21. Continual Improvement
22. Feedback Mechanisms for IQAC Effectiveness
23. Next Meeting Date and Adjournment

Your participation is integral to the success of our quality assurance initiatives, and we value your insights and contributions to the discussion.


18/01/2024
IQAC Coordinator
IQAC Coordinator
Kaamadhenu Arts and Science College
Sathyamangalam.




18/01/24
Principal
Principal
Kaamadhenu Arts And Science College
Sathyamangalam.

Copy to:

- All Members of IQAC
- All Heads of Departments (HoDs)
- File



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Internal Quality Assurance Cell (IQAC)

MEMBERS OF IQAC

S.No	Name	Designation with Department	Position
1	Dr. A.Gurumoorthi	Principal	Chairperson
2	Ms. P.Arunthathi	Secretary	Member from Management
3	Ms. P.Malar Selvi	Joint Secretary	Member from Management
4	Dr. S.Alakendran	Associate Professor and Head, BBA	Teacher Representative
5	Ms. S.Kavitha	Assistant Professor and Head, English	Teacher Representative
6	Dr. T.Saravanan	Assistant Professor and Head, Commerce PA and IT	Teacher Representative
7	Dr. P.Dharmarajan	Assistant Professor and Head, PGRCA	Teacher Representative
8	Dr. V.J.Nirmala	Dean –Student Affairs	Teacher Representative
9	Dr. R.Rajesh	Assistant Professor and Head, PGRCS	Teacher Representative
10	Ms. S.Bharathi	Assistant Professor and Head, Commerce	Teacher Representative
11	Mr. S.Subashini	Office Superintendent, Office	Non-Teaching Staff Representative
12	Mr. Ashok Paul	Co-Founder & CEO, Latlon Technologies, Coimbatore	Industry Person
13	Dr. K.L.Senthil Kumar	Professor, Department of Mechatronics, Bannari Amman Institute of Technology, Sathyamangalam	Academic Representative (External)
14	Mr. V.Sundaram	Proprietor, Sri Sundara Mahal, Sathyamangalam	Local Society
15	Mr. R.Kulandaisamy	Accounts Office, Bannari Amman Sugars Ltd, Sathyamangalam	Alumni Representative
16	Mr. A.P.Tamilselvan	Assistant Professor, PGRCS	Coordinator of IQAC
17	Ms. S.Tharani	III B.Sc.CS 'B' / 2122K2322	Students Nominee


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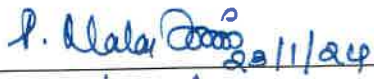












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Internal Quality Assurance Cell (IQAC)

IQAC meeting held on 23.01.2024 at 11.00 a.m

ATTENDANCE OF MEMBERS

S.No	Name	Position	Signature
1	Dr. A.Gurumoorthi	Chairperson	
2	Ms. P.Arunthathi	Member from Management	
3	Ms. P.Malar Selvi	Member from Management	
4	Dr. S.Alakendran	Teacher Representative	
5	Ms. S.Kavitha	Teacher Representative	
6	Dr. T.Saravanan	Teacher Representative	— Absent —
7	Dr. P.Dharmarajan	Teacher Representative	
8	Dr. V.J.Nirmala	Teacher Representative	
9	Dr. R.Rajesh	Teacher Representative	— Absent —
10	Ms. S.Bharathi	Teacher Representative	
11	Mr. S.Subashini	Non-Teaching Staff Representative	
12	Mr. Ashok Paul	Industry Person	
13	Dr. K.L.Senthil Kumar	Academic Representative (External)	
14	Mr. V.Sundaram	Local Society	
15	Mr. R.Kulandaisamy	Alumni Representative	
16	Mr. A.P.Tamilselvan	Coordinator of IQAC	
17	Ms. S.Tharani	Students Nominee	


IQAC Coordinator
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Internal Quality Assurance Cell (IQAC)

MINUTES OF IQAC MEETING

The IQAC members convened for a meeting at the IQAC on January 23, 2024, at 11 a.m. The coordinator extended a warm welcome to all participants and provided an overview of the meeting's agenda.

1. The principal presented to the members the action taken report on the observations made at the IQAC meeting held on Oct 12, 2023.
2. New members are assigned the IQAC and library Committee Members.
3. Department wise overall result percentage were discussed
4. Students who are referred to the Placement Cell must collect placement feedback during the few months after the students joining.
5. Department wise Highlights of recent initiatives / events were discussed.
6. IQAC plan to conduct a one week faculty development program for teaching faculty and non-teaching Staffs.
7. Discussed Present updates on skill development programs for students and conduct 10 programs.
8. Discussed Current funding opportunities were during the research period.
9. Clubs, cells and committees were advised to conduct a meeting throughout the even semester.
10. To instruct faculty members to increase the publication of journals with ISBN.
11. ISO - Surveillance Audit were completed and Faculty members were told to focus on NAAC process.
12. Funding financial support for faculty participation was discussed. And it was observed whether the teachers were using the funds and increasing in even semester.


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13. To discussed the events and programmer of even Semester 2023-2024.
14. To instruct collect the Stakeholders feedback for this even Semester.
15. To discussed the Performance of teaching faculty and non-teaching staff with performance appraisal form.
16. To instruct increase National Institutional Ranking Framework (NIRF) Publication.
17. To instruct faculty members to conduct the MOU-related activities for each department.
18. To instruct placement coordinator to increase the placed students count.
19. To instruct the alumni coordinator to conduct the alumni meeting.
20. To discussed Recognition and Awards for Sports and Athletics.
21. Advices to Conduct regular audits to assess and improve the college's environmental impact were discussed.
22. We aim to enhance the stakeholder's feedback our processes by transitioning to an ERP system based on the insights received.
23. Next Meeting Date 18.04.2024.




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Date: 10.11.2023

Internal Quality Assurance Cell (IQAC) FEEDBACK AND ACTION TAKEN REPORT

IQAC Meeting	Decision Taken	Action taken subsequently based on the agenda discussed in the IQAC meeting
Meeting held on 12.10.2023	Review of actions from the last meeting minutes	The minutes of the previous meeting were confirmed.
	Communication of CIA Examination Results to Parents	Notified the parents regarding the CIA results.
	Parents Meeting	Held a parent meeting on 03.11.2023 and documented it appropriately.
	To ensure effective subject content delivery in class	All the HoDs made efforts to effectively deliver the course content to their faculty members.
	Post videos of subject lectures	All faculty members were provided with videos for at least two subjects.
	Create IQAC-formatted assignment topics and share with students.	Assignment topics were prepared and distributed to the students in the given format of IQAC.
	NAAC Works	All program documents and files were submitted to IQAC.
	Cultural and Sports Activities	Conducted the Zumba Reels Competition and National Sports Day competitions.


10/11/23
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