



SENGUNTHAR ARTS AND SCIENCE COLLEGE
(Affiliated to Periyar University, Salem and Approved by AICTE, New Delhi)
An ISO 9001:2008 Certified Institution
Recognised under section 2(f) and 12(B) of the UGC Act 1956
Accredited by NAAC
TIRUCHENGODE – 637 205, NAMAKKAL DT., TAMILNADU



NO: SASC/IQAC/2019/M/04

Date: 26-03-2019


INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

Sub: IQAC meeting- Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting is arranged on **29.03.2019** at **2.30 P.M.** in IQAC CELL. All the members of IQAC and Criterion heads are asked to attend the meeting.


IQAC Coordinator
SENGUNTHAR ARTS & SCIENCE COLLEGE,
TIRUCHENGODE.


Principal
PRINCIPAL
SENGUNTHAR ARTS AND SCIENCE COLLEGE
TIRUCHENGODE - 637 205.

Copy to:

1. The Principal
2. Members of IQAC



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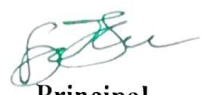
Venue: IQAC Cell

Fourth IQAC Meeting

IQAC Members

S.NO	NAME	DEPARTMENT	DESIGNATION
1.	Dr.S.Ravikumar	Principal	Chair Person
2.	Prof.A.Baladhandapani	Management	Dean & Joint secretary
3.	Dr.P.Nallasivam	Business Administration	IQAC Co-Ordinator
4.	Dr.P.Venkatachalam	Microbiology	Senior Administrative officers
5.	Dr.M.Revathi	Commerce	
6.	Mr.P.Balamurugan	Computer Science(UG)	HOD
7.	Mrs.R.Bharathi	Computer Science(PG)	HOD
8.	Dr.R.Murugesan	Mathematics	HOD
9.	Mr.L.Rajendran	Commerce C.A	HOD
10.	Dr.P.Vanathi	Biotechnology	HOD
11.	Mrs.N.Santhi	Mcom.C.S	HOD
12.	Dr.S.Saravanan	Economics	HOD
13.	Mrs.U.Kanneshwari	Tamil	HOD
14.	Mr.M.Kanagarajan	English	HOD
15.	Dr.C.Venkatesh	Local Society	Principal, Sengunthar Engineering college , Tiruchengode
16.	Mr.T.Karthikeyan	Alumni	1997-2002 batch (UG & PG student) Entrepreneur, Tiruchengode. Mobile. No:+919842703334
17.	Mr.A.Sankaranarayana	II BBA	Student
18.	Mr.T.N.Thirukumar	Industrialist	Managing director of Jansons Industries
19.	Mr.Girish J Nair	Parent co-ordinator	Principal of Rashtrottana parishat vidhya Kendra school in Bangalore.


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Date: 29.03.2019

Time: 2.30 To 4.00 P. M

Venue: IQAC Cell

Fourth IQAC Meeting

Agenda

1. To review and confirm the minutes of the last meeting.
2. Meeting of Head of Departments and criteria coordinators for discussion and reading of the question wise NAAC criteria.
3. To conduct academic and administrative audit (AAA) of the college.
4. To review annual reports and documentation of various supporting activities of the college.
5. To review and discuss about publication of college Annual Magazine.
6. To collect information and data of sub criterion of NAAC from the departments for preparation of AQAR of academic year 2018 -2019.
7. Any other relevant issues made by the IQAC Members.

Minutes of Meeting

- ❖ IQAC coordinator welcomed and briefed the committee member about the agenda
- ❖ IQAC members, after exchange of ideas and thoughts made the following resolutions.

Agenda 1

To review and confirm the minutes of the last meeting.

Resolution

- The coordinator read the minutes of earlier meeting and minutes were reviewed and passed by the members.

Agenda 2

Meeting of head of the departments and criteria coordinators for discussion and reading of question wise NAAC Criteria.

Resolution

- The meetings of Head of Department and NAAC Criteria coordinator call by the Principal and it was organized in the IQAC room.
- A presentation was made by Principal NAAC criteria information and data collection as well as documentation.
- The discussion was held on criteria's question and the format of new guidelines of NAAC.
- All NAAC criteria in charge of the college were asked to go through the new guidelines and provide their inputs to IQAC accordingly.

Agenda 3

To conduct academic and administrative audit.

Resolution

- The discussion was made on to conduct the academic and administrative audit AAA of the college for academic year 2018 -2019.
- College level committee of AAA was formed by the Principal.

Agenda 4

To review annual reports and documentation of various supporting activities of the college.

Resolution

- The NAAC Coordinator notify about various college level supporting activities and committees reports received to the IQAC office with prescribed documentation .

Agenda - 5

To review and discuss about publication for college Annual Magazine.

- The in charge of college Annual Magazine committee reviewed and informed to the IQAC committee about Magazine details , special issue theme reports received from various department are different committee reports of the College .


Agenda - 6

To collect department wise information and data of sub criterion of NAAC for preparation for academic year of AQAR 2018- 2019.

Resolution

- The Committee agreed about collection of information & data of sub criterion of NAAC for the preparation of AQAR 2018 -2019 within prescribed format.
- The vote of thanks was proposed by the IQAC Coordinator.


IQAC Coordinator
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