

15/06/2016
Coimbatore

CIRCULAR
IQAC MEETING

AGENDA:

- Action Plans for CPE
- Follow-up of suggestions made earlier by IQAC
- Performance gaps highlighted by NAAC and the actions taken by the College
- Other matters, if any...

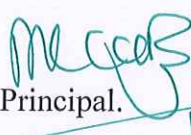
The following members of IQAC are requested to attend the meeting on 20/06/2016 at 2.00 p.m. in the IQAC Room without fail.

1. Dr. P.R. Muthuswamy, Principal
2. Mr. B. Satheesh Kumar, IQAC Coordinator/ HOD- Mathematics CA
3. Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science
4. Dr. D. Geetharamani, Coordinator - Center for Research
5. Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)
6. Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics
7. Dr. M. Jagadeesh HoD, Dept. of Physics
8. Dr. S. Mohan HoD, Dept. of Management Studies
9. Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D


IQAC Coordinator.

Copy to:

1. Madam's Office
2. Principal's Office
3. IQAC File


Principal.

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 20.06.2016

Time: 2.00 PM

Venue: IQAC Room

Agenda:



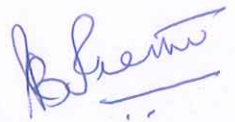


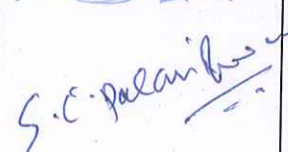



1. IQAC External Members
2. College with Potential Excellence
3. Preparation of Senate Report and Annual Report for Bharathiar University
4. Finalization of department files
5. Guidelines for the departments
6. Various cells and Clubs of the College

Discussions Held:

1. Mr B Satheesh Kumar welcomed the members for the first IQAC Internal meeting of the Academic year 2016 – 2017.
2. The Principal motivated the members to bring forth new practices in the year.
3. The Senate Report and the Annual Report for Bharathiar University were prepared and sent by IQAC to University
4. The selection of External Members for the IQAC was discussed. Members came out with various suggestions.
5. The proposal for the College with Potential Excellence was discussed. The Template was discussed.
6. Number of files maintained in the department is discussed and was suggested to remove the duplicate files.
7. The discussion on the departments to submit the Annual plan for the Academic year 2016 – 2017 was finalized.
8. It was also discussed to initiate the various clubs and centers of the College to start the activities for the Academic year.
9. The Meeting came to an end with the Vote of thanks by Dr B Rosiline Jeetha.

Dr.N.G.P. Arts and Science College (Autonomous)

IQAC Internal Members (2016 - 2017)

Name & Designation of Members		Signature
Member from Management:	Dr. Thavamani D Palaniswami Secretary, Dr. N.G.P Arts and Science College	—
	Dr. O.T. Buvaneswaran Chief Executive Officer Kovai Medical Centre Research and Educational Trust	—
Chair person:	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator:	Mr. B. Satheesh Kumar, HoD, Dept. of Mathematics	
Joint Coordinator:	Dr. B. Rosiline Jeetha, HoD, PG and Research Dept. of Computer Science	
Members from Faculty:	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadesh HoD, Dept. of Physics	
	Dr. S. Mohan, HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of Nutrition & Dietetics	

5/07/2016
Coimbatore

CIRCULAR
IQAC MEETING

AGENDA:

- CPE
- Guidelines to the Departments
- Performance gaps highlighted by NAAC and the actions taken by the College
- Other matters, if any...

All the Heads of various departments are asked to attend the IQAC meeting on 6th July 2016 at 2.00 pm in PG Seminar Hall without fail.


IQAC Coordinator


Principal

Copy to:

1. Madam's Office
2. Principal's Office
3. IQAC File

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 06.07.2016

Time: 2.00 PM

Venue: PG Hall

Agenda:

1. College with Potential Excellence (CPE)
2. Guidelines to the departments
3. Finalization of department files
4. Various cells and Clubs of the College
5. Suggestions given by NAAC peer team

Discussions Held:

1. Dr B Satheesh Kumar welcomed the members for the first IQAC Internal meeting of the Academic year 2016 – 2017.
2. The Principal discussed in detail about the suggestions and recommendations given by the NAAC peer team during the visit.
3. The proposal for the College with Potential Excellence was discussed. The Template was discussed.
4. Number of files maintained in the department is discussed and was suggested to remove the duplicate files.
5. It was also discussed to initiate the various clubs and centers of the College to start the activities for the Academic year.
6. The Meeting came to an end with the Vote of thanks by Dr B Rosiline Jeetha.

Name of the HoD	Department
1. Dr.P.R.Muthuswamy	- Principal
2. Dr.K.Durairaj	- Vice Principal
3. Dr.N.Baluswami	- Controller of Examinations
4. Prof.R.Kandasamy	- Director - Maths <i>R. Kandasamy</i>
5. Dr.N.Kuupuchamy	- Tamil
6. Dr.R.Suganthi Hebzibha	- English
7. Mr.B.Satheesh Kumar	- Maths (CA) <i>B. Satheesh</i>
8. Dr.R.Sowrirajan	- Maths
9. Dr.R.Sowrirajan	- Maths <i>R. Sowrirajan</i>
10. Dr.S.Balasubramanian	- Biochemistry <i>S. Balasubramanian</i>
11. Mrs.S.Kokila	- Clinical Lab Technology <i>S. Kokila</i>
12. Mrs.K.Krishnaveni	- Chemistry <i>K. Krishnaveni</i>
13. Dr.V.Shanmugaraju	- Biotechnology
14. Dr.S.S.Sudha	- Microbiology <i>S. Sudha</i>
15. Dr.D.Sridevi	- Nutrition & Dietetics <i>D. Sridevi</i>
16. Mrs.V.Kavitha	- Costume Design & Fashion <i>V. Kavitha</i>
17. Mr.S.Vijayakumar	- Catering Science <i>S. Vijayakumar</i>
18. Dr.B.Subramani	- Information Technology
19. Mrs.D.Maheswari	- Computer Technology <i>D. Maheswari</i>
20. Dr.K.Khumaravel	- Computer Science <i>K. Khumaravel</i>
21. Dr.B.Rosiline Jeetha	- Computer Science (PG & Research) <i>B. Rosiline</i>
22. Dr.R.Kousalya	- Computer Application <i>R. Kousalya</i>
23. Dr.S.V.Ramesh	- Commerce <i>S. V. Ramesh</i>
24. Mr.M.Prakash	- Commerce with Computer Application <i>M. Prakash</i>
25. Dr.S.Sararvanan	- Commerce (IT) <i>S. Sararvanan</i>
26. Dr.K. Vanaja	- Commerce (PA) <i>K. Vanaja</i>
27. Dr.S.Namasivayam	- Commerce (BPS)
28. Dr.M.S.Ranjith Kumar	- Commerce (Business Analytics) <i>M. S. Ranjith Kumar</i>
29. Dr.C.Balakrishnan	- Banking & Insurance
30. Dr.P.B.Banudevi	- Commerce (Finance) <i>P. B. Banudevi</i>

31. Dr.D.Parasakthi
32. Mr.S.Mohan
33. Mr.A.Sunil Franklin
34. Mr.S.Mohanraj
35. Mrs.S.Jayanthi
36. Dr.M.Jagadesh
37. Mr.Thansingh
38. Mr.M.Muthukrishnan
39. Mr.K.Jayabalan
40. Mr.G.Balaji
41. Dr. Geetharamani
42. Dr S.C.PALANISWAMI

- Corporate Secretaryship *Dara*
- Management *mmh 06/07/11*
- Hospital Administration *Pradi*
- International Business *8 @ 5/11/11*
- Medical Physics *up 06/07/11*
- Physics
- Physical Education
- Librarian *M. Muthukrishnan*
- Computer Cell co-ordinator *Qps*
- Placement
- CFR - co-ordinator *D. — Af*
- Maths *Sapalal*

11/07/2016
Coimbatore


CIRCULAR
IQAC MEETING

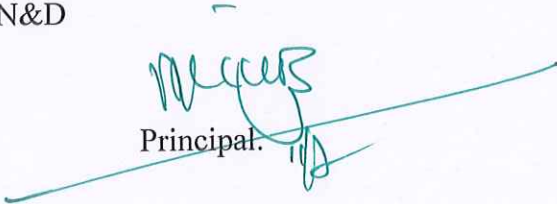
AGENDA:

- CPE
- Guidelines to the Departments
- Performance gaps highlighted by NAAC and the actions taken by the College
- Other matters, if any...

The following members of IQAC are requested to attend the meeting on 12/07/2016 at 11.00 a.m. in the IQAC Room without fail.

1. Dr. P.R. Muthuswamy, Principal
2. Dr. B. Satheesh Kumar, IQAC Coordinator/ HOD- Mathematics CA
3. Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science
4. Dr. D. Geetharamani, Coordinator - Center for Research
5. Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)
6. Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics
7. Dr. M. Jagadeesh HoD, Dept. of Physics
8. Dr. S. Mohan HoD, Dept. of Management Studies
9. Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D


IQAC Coordinator.


Principal.

Copy to:

1. Madam's Office
2. Principal's Office
3. IQAC File

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 12.07.2016

Time: 11.00AM

Venue: IQAC Room

Agenda:

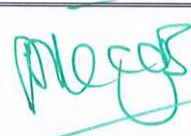

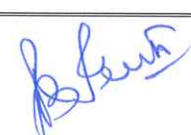


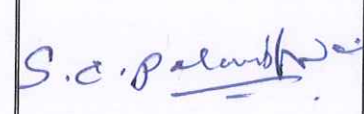





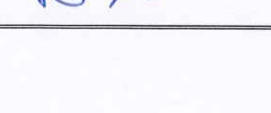
1. College with Potential Excellence
2. Guidelines for the departments
3. Various cells and Clubs of the College
4. Suggestions given by NAAC peer team

Discussions Held:

1. Dr B Satheesh Kumar welcomed the members for the first IQAC Internal meeting
2. The Principal discussed about the College with Potential Excellence (CPE) Process.
3. The proposal for the College with Potential Excellence and the template were discussed.
4. The IQAC Executive Committee meeting to be held semester twice.
5. Number of files maintained in the department is discussed and was suggested to remove the duplicate files.
6. It was also discussed to initiate the various clubs and centers of the College to start the activities for the Academic year.
7. Newsletter should be produced twice for the year for IQAC and once for the all the departments.
8. As per the suggestions of NAAC peer team Administrative Audit was planned to conduct
9. It was also discussed to have Regular Updation on Website and formed a new team for website updation.

10. The discussion on IQAC to Conduct NAAC Sponsored Conference on "Examination Reforms".
11. It was also discussion planned to Conduct FDP in IQAC on CPE.
12. It was discussed to register the Alumni Association.
13. HoDs presentation on department activities should be made yearly once.
14. Bridge course syllabus and material maintain in the Department.
15. Friday assembly committee is to be formed.
16. Class committee meetings to be held thrice a semester.
17. The Meeting came to an end with the vote of thanks by Dr B. Rosiline Jeetha.

Internal Quality Assurance Cell (IQAC)

Name & Designation CPE Committee Members		
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadeesh, HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Dr. Balakrishnan, Dept. of Banking and Insurance	
	Dr. K. S. Yuva Raj, Asst. Prof., Dept. of PG and Research in Computer Science	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	
	Mr Kumar, Asst. Prof. Dept. of Computer Science	

12/07/2016
Coimbatore


CIRCULAR
IQAC MEETING

AGENDA:

- Activities from June 2016 to 11th June 2016
- CPE
- Guidelines to the Departments
- Performance gaps highlighted by NAAC and the actions taken by the College
- Other matters, if any...

The following members of IQAC are requested to attend the meeting with Madam Secretary on 14/07/2016 at 3.45 p.m. in the Board Room without fail.

1. Dr. P.R. Muthuswamy, Principal
2. Dr. B. Satheesh Kumar, IQAC Coordinator/ HOD- Mathematics CA
3. Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science
4. Dr. D. Geetharamani, Coordinator - Center for Research
5. Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)
6. Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics
7. Dr. M. Jagadeesh HoD, Dept. of Physics
8. Dr. S. Mohan HoD, Dept. of Management Studies
9. Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D


IQAC Coordinator: 21/07/16


Principal.

Copy to:

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2. Principal's Office
3. IQAC File

**Internal Quality Assurance Cell
(IQAC)
Dr.N.G.P. Arts and Science College
Coimbatore**

IQAC Review Meeting

Date: 14th July 2016

Time: 4.00 pm

Venue: Board Room

Agenda

- NAAC Team Recommendations
- Post NAAC Initiatives
- Report Preparation – CPE
- Activities carried out by Departments/Cells/Centers
- Others If any

**Welcome Address : Dr. B. Roseline Jeetha
Joint Co-ordinator – IQAC**

**IQAC Report Presentation : Dr. B. Satheesh Kumar
Co-ordinator - IQAC**

**Feedback on IQAC : Dr. Thavamani D.Palaniswami
Secretary
Dr.N.G.P.Arts And Science College**

Discussions by Members

**Vote of Thanks : Dr.D.Geetharamani
Member - IQAC**

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 14.07.2016

Time: 04.00 PM

Venue: Board Room

Agenda:

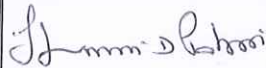

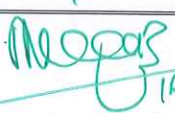
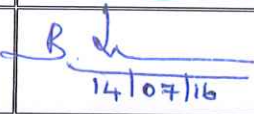
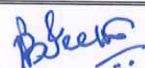
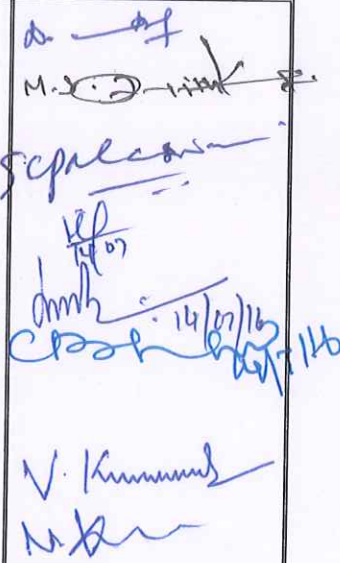
1. Post NAAC Activities
2. Guidelines to the departments
3. Recommendations for NAAC Suggestions
4. College with Potential Excellence (CPE)

Discussions Held:

1. Dr B Rosiline Jeetha welcomed the members for the IQAC Internal meeting of the Academic year 2016 – 2017.
2. Dr B Satheesh Kumar presented the PPT which includes Recommendations by NAAC, Post NAAC Initiatives and CPE work allotment.
3. The selection of External Members for the IQAC was discussed.
4. The Activity report of various departments from 1st June and 13th July 2016 was discussed.
5. The IQAC Activities for the academic year 2016 -2017 was discussed.
6. The proposal for the College with Potential Excellence was discussed. The Template was discussed. And also the criterion managers were appointed.
7. The intimation of department activities to IQAC is to be made mandatory before and after the activities along with the report of the events. It was also decided to send circular to the heads regarding the same. It was also discussed to go for the system as centralized.
8. The Higher education websites such as UGC, NAAC, MHRD etc., to be monitored regularly for any revision and updation in the existing schemes. — who is doing it? name.
9. The Alumni committee should be registered.
10. The Alumni Interaction with the current Students to be enriched for further benefits.
11. It was also discussed to initiate the various clubs and centers of the College to start the activities for the Academic year 2016 - 2017
12. The Meeting came to an end with the Vote of thanks by Dr D Geetha Ramani.

Dr.N.G.P. Arts and Science College (Autonomous)

IQAC Executive Members 2016-2017

Name & Designation of Executive Members		Signature
Member from Management	Dr. Thavamani D Palaniswami Secretary, Dr. N.G.P Arts and Science College	
	Dr. O.T. Buvaneswaran Chief Executive Officer Kovai Medical Centre Research and Educational Trust	
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics) Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics Dr. M. Jagadeesh, HoD, Dept. of Physics Dr. S. Mohan HoD, Dept. of Management Studies Dr. Balakrishnan, Dept. of Banking and Insurance Dr. K. S. Yuva Raj, Asst. Prof., Dept. of PG and Research in Computer Science Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D Mr. Kumar, Asst. Prof. Dept. of Computer Science	

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 26.09.2016

Time: 03.00 PM

Venue: IQAC Room

Agenda:

1. Post NAAC Activities
2. IQAC Executive Meeting on 27.9.16
3. Conference Proposal
4. College with Potential Excellence (CPE)

Discussions Held:


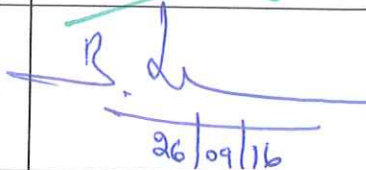
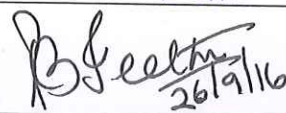




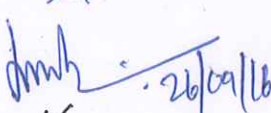
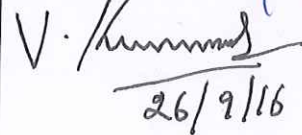
Review on Previous Meeting on 14th July 2016

1. Dr. B. Satheesh Kumar welcomed the members for the IQAC Internal meeting of the Academic year 2016 – 2017.
2. The Activity report of various departments from 1st June and September 2016 was discussed.
3. The IQAC Activities for the academic year 2016 -2017 was discussed.
4. The discussion on the IQAC Executive meeting was held regarding the Agenda.
5. The intimation of department activities to IQAC is to be made mandatory before and after the activities along with the report of the events. It was also decided to send circular to the heads regarding the same. It was also discussed to go for the system as centralized.
6. It was also discussed to initiate the various clubs and centers of the College to start the activities for the Academic year 2016 - 2017
7. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.

Dr.N.G.P. Arts and Science College (Autonomous)

Internal Meeting

Date: 26.09.2016

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	 26/09/16
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	 26/9/16
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	 26/9/16
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	 26/9/16
	Dr. M. Jagadeesh HoD, Dept. of Physics	 26/9/16
	Dr. S. Mohan HoD, Dept. of Management Studies	 26/09/16
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	 26/9/16

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 24.10.2016

Time: 04.00 PM

Venue: PG Hall

Agenda:

1. IQAC Representatives Meeting on 24.10.16
2. Presentation by Principal about the roles and functions of IQAC Representatives
3. Discussion
4. Madam Secretary's Address

Discussions Held:

1. Dr. B. Satheesh Kumar welcomed the IQAC Department representatives and the members for the meeting
2. The Principal presented and explained in detail about the roles and functions of department representatives
3. There was a discussion about the documents submission system to IQAC
4. Madam Secretary addressed the gathering towards enriching the activities of IQAC
5. The intimation of department activities to IQAC is to be made mandatory before and after the activities along with the report of the events. It was also decided to send circular to the heads regarding the same. It was also discussed to go for the system as centralized
6. To initiate the Coordinators of Professional Network Committees, Clubs, Committees and Talent Bank of the College. All the activities should be maintained by the Coordinators
7. All the Department Newsletter are should be prepared by once in 3 Months
8. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.

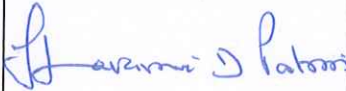









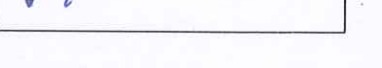
Dr.N.G.P. Arts and Science College (Autonomous)

IQAC Internal Meeting

Date: 24.10.2016

Time: 04.00PM

Venue: PG Hall

Name & Designation of Members		Signature
Member from Management	Dr. Thavamani D Palaniswami Secretary, Dr. N.G.P Arts and Science College (Autonomous)	
	Dr. O.T. Buvaneswaran Chief Executive Officer Kovai Medical Centre Research and Educational Trust	
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College (Autonomous)	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint Coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadeesh HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr. N.G.P. Arts and Science College (Autonomous)

IQAC Representatives Meeting

Date: 24.10.2016

Time: 04.00PM

S.no	Name of the Departments	Name of IQAC Incharges	Signature
1.	Tamil	Ms.R.Veeramani	R. Veerani
2.	English	Ms.G.Hemalatha	G. Hemalatha 24/10/16
3.	Mathematics	Mr.S.Eswaramoorthi	S. Eswaramoorthi
4.	Mathematics(CA)	Mrs.S.Gokilamani	S. Gokilamani 24/10/2016
5.	Biochemistry	Mrs.K.Rajathi	K. Rajathi
6.	Clinical Lab Technology	Mrs.S.Sasikala	S. Sasikala
7.	Chemistry	Mrs.M.Malarkodi	M. Malarkodi 24/10/16
8.	Biotechnology	Mr.P.Arun	P. Arun
9.	Microbiology	Mrs.C.Sasikala	C. Sasikala 24/10/16
10.	Food Science & Nutrition	Mrs.B.Prema Gowri	B. Prema Gowri 24/10/16
11.	Costume Design and Fashion	Mrs.R.Malathy	R. Malathy 24/10/16
12.	Catering Science and Hotel Management	Mr.M.Santhoshkumar	M. Santhoshkumar 24/10/16
13.	Computer Science (PG & Research)	Mrs.S.Maheshwari	S. Maheshwari 24/10/16
14.	Computer Science	Mrs.M.Savithri	M. Savithri 24/10/16
15.	Information Technology	Mrs.P.Menaka	P. Menaka 24/10/16
16.	Computer Technology	Mr.B.Narasimhan	B. Narasimhan 24/10/16
17.	Computer Application	Mrs.A.Nirmala	A. Nirmala 24/10/16
18.	Commerce	Mrs.M.Banurekha	M. Banurekha 24/10/16
19.	Commerce with CA	Mrs.S.Arun Priya	S. Arun Priya 24/10/16

20.	Commerce with Corporate Secretaryship	Mr.K.Mahendran	<i>K. Mahendran</i> 24/10/16
21.	Commerce with Information Technology	Ms.S.Shanmuga Priya	<i>S. Shanmuga Priya</i> 24/10/16
22.	Commerce with Professional Accounting	Mrs.P.Dhanya	<i>P. Dhanya</i> 24/10/16
23.	Commerce with Finance	Mr.L.Senthilkumar	<i>L. Senthilkumar</i>
24.	Commerce with Banking & Insurance	Dr.P.Revathi	<i>P. Revathi</i> 24/10/16
25.	Commerce with Business Analytics	Ms.R.Suganya	<i>Suganya. R.</i>
26.	Commerce with Business Process Services	Ms.V.Gokila	<i>V. Gokila</i>
27.	BBM	Mrs.S.Revathi	<i>S. Revathi</i> 24/10/16
28.	International Business	Mr.R.Manojkumar	<i>R. Manojkumar</i>
29.	Hospital Administration	Mrs.D.Malleswari	<i>D. Malleswari</i>
30.	Medical Physics	Mr.P.Vellingiri <i>Mrs. P. Karthika</i>	<i>P. Karthika</i>
31.	Physics	Mrs.R.Revathi	<i>R. Revathi</i> 24/10/16
32.	Mrs.D.Maheshwari	Coordinator of Professional Network Committees	<i>D. Maheshwari</i> 24/10/16
33.	Dr.M.Kalimuthu	Coordinator of Committees	<i>M. Kalimuthu</i>
34.	Ms.K.Elansuriya	Coordinator of Clubs	<i>K. Elansuriya</i> 24/10/16
35.	Mr.V.S.Jagadeeswaran	Coordinator of Talent Bank	<i>V. S. Jagadeeswaran</i>

36. Mrs. N. GEETHA
PLACEMENT

N. Geetha

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Circular No. Dr. NGPASC/IQAC/2016-2017/04

19.10.2016

CIRCULAR

As per the directions of Madam Secretary, there will be a meeting for the IQAC representatives of all the departments and the IQAC members with Madam Secretary on 24th October 2016 at 4.00 pm in Avvai Arangam.

Enclosure:

1. The list of IQAC Representatives of all departments

K. S. Srinivasan
Principal

B. Senthil
19/10/16
IQAC Coordinator

Copy to:

1. Madam Secretary

2. Staff Notice board

adhy

They have done June - August

① Conference of Student or Staff.

② FDP in house
outside.

③ Future plans.

④ Next year course
Plan monthly

⑤ Winners ↑ Extra curricular
richly sports.
Curricular.

⑥ Yoga
⑦ Certification Diploma course

Fund.

⑧ Value added Course Feedback.

⑨ Guest Speakers.

⑩ Alumni PTA - active involvement
vis. last 3 months

⑪ Pub lication with evidence. (impact
taken)
⑫ Placemat - Training
club - placed.

Dr NGP Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Circular No. Dr. NGPASC/IQAC/2016-2017/05

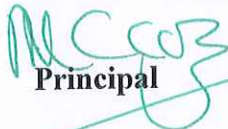
20.10.2016


CIRCULAR

In Connection with the IQAC circular no. and Dated **Dr. NGPASC/IQAC/2016-2017/04, 19.10.2016**, the IQAC Department representatives are asked to bring the following particulars for the meeting on 24th October 2016 at 4.00 pm in Avvai Arangam. The copy of the report should be submitted after the meeting.

Report should contain the following details with proof: (June 2016 to October 2016)

1. Conference presentation of Students and Staff
2. FDP (In-house and Outside)
3. Co curricular activities of Students including Sports
4. Funding details
5. Guest lectures conducted
6. Publication details of Students and Staff with Impact Factor
7. Future plan of the department
8. Proposed diploma and Certificate course from the department
9. Value added course details and feedback
10. Alumni and PTA activities in last 3 months
11. Department News letter
12. Placement details (Training and Placed Students details)


Principal


IQAC Coordinator
20/10/2016

Copy to:

1. Madam Secretary
2. Staff Notice board

Dr. N.G.P. Arts and Science College (Autonomous)

S.No	Name of the Departments	Name of IQAC In charges
1.	Tamil	Ms.R.Veeramani
2.	English	Ms.G.Hemalatha
3.	Mathematics	Mr.S.Eswaramoorthi
4.	Mathematics(CA)	Mrs.S.Gokilamani
5.	Biochemistry	Mrs.K.Rajathi
6.	Clinical Lab Technology	Mrs.S.Sasikala
7.	Chemistry	Mrs.M.Malarkodi
8.	Biotechnology	Mr.P.Arun
9.	Microbiology	Mrs.C.Sasikala
10.	Food Science & Nutrition	Mrs.B.Prema Gowri
11.	Costume Design and Fashion	Mrs.R.Malathy
12.	Catering Science and Hotel Management	Mr.M.Santhoshkumar
13.	Computer Science (PG & Research)	Mrs.S.Maheshwari
14.	Computer Science	Mrs.M.Savithri
15.	Information Technology	Mrs.P.Menaka
16.	Computer Technology	Mr.B.Narasimhan
17.	Computer Application	Mrs.A.Nirmala
18.	Commerce	Mrs.M.Banurekha
19.	Commerce with CA	Mrs.S.Arun Priya
20.	Commerce with Corporate Secretaryship	Mr.K.Mahendran
21.	Commerce with Information Technology	Ms.S.Shanmuga Priya
22.	Commerce with Professional Accounting	Mrs.P.Dhanya
23.	Commerce with Finance	Mr.L.Senthilkumar

24.	Commerce (Banking & Insurance)	Dr.P.Revathi
25.	Commerce (Business Analytics)	Ms.R.Suganya
26.	Commerce (Business Process Services)	Ms.V.Gokila
27.	BBM	Mrs.S.Revathi
28.	International Business	Mr.R.Manojkumar
29.	Hospital Administration	Mrs.D.Malleswari
30.	Medical Physics	Mrs.S.Jayanthi
31.	Physics	Mrs.R.Revathi

U. S. Srinivas
19/10

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 21.12.2016

Time: 04.00 PM

Venue: PG Hall

Agenda:

1. 4 Months Report
2. Academic Audit Schedule and Details
3. IQAC meeting with Madam on 12th January 2017
4. AQAR Print format Finalisation

Discussions Held:

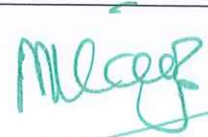


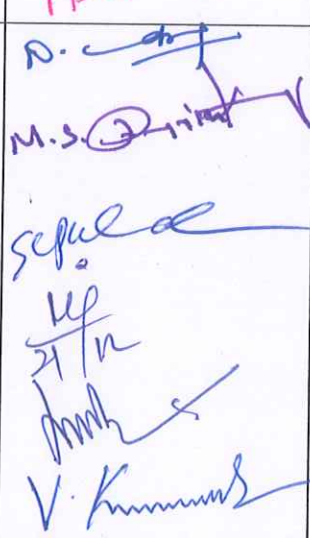
1. Dr. B. Satheesh Kumar welcomed the IQAC Department representatives and the members for the meeting
2. The Academic Audit criteria and the Scaling system were discussed
3. The members extended their suggestion towards finalising the auditors for the Academic Audit
4. There was a discussion about the documents submission system to IQAC
5. There was a discussion about the IQAC meeting with Madam Secretary which is scheduled on 12th January 2017
6. AQAR Print format was fixed and approved by the members
7. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.

Dr.N.G.P. Arts and Science College (Autonomous)

IQAC Internal Meeting

Date: 21.12.2016

Venue: IQAC Room

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics) Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics Dr. M. Jagadeesh HoD, Dept. of Physics Dr. S. Mohan HoD, Dept. of Management Studies Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

IQAC Meeting (02.01.2017)

Venue: IQAC Room

Time: 2.30 pm

Agenda:

- Meeting of IQAC members with Madam (12.01.2017)
- Agenda of Madam's Meeting
- Academic Audit report consolidation
- Presentations suggestions
- NAAC sponsored conference proposal
- OBE Initiatives
- Social audit and Administrative audit schedule and plans
- Any other

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 2.1.2017

Time: 04.00 PM

Venue: IQAC Room

Agenda:

1. Social Audit
2. Feedback Mechanism
3. IQAC meeting – Presentation
4. IQAC Automation

Discussions Held:

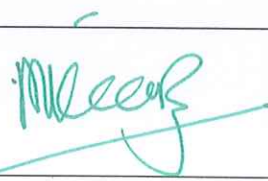

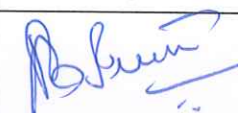






1. Dr. B. Satheesh Kumar welcomed the IQAC Department representatives and the members for the meeting
2. The Social Audit criteria and the no. of forms distribution to departments were discussed
3. The members extended their suggestion towards finalising the auditors for the Academic Audit
4. There was a discussion about the documents submission system to IQAC through complete Automation
5. There was a discussion about the IQAC meeting with Madam Secretary which is scheduled on 12th January 2017
6. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.

Dr.N.G.P. Arts and Science College (Autonomous)

IQAC Internal Meeting

Date: 02.01.2017

Venue: IQAC Room

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadeesh HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 12.01.2017

Time: 02.30 PM

Venue: Board Room


Agenda

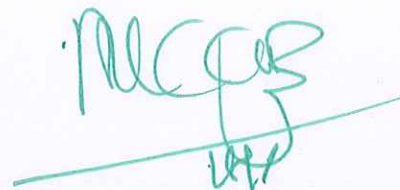
- ❖ Activities from June 2016 to December 2016
- ❖ Annual Quality Assurance Report
- ❖ Steps taken towards the implementation of Outcome Based Education (OBE)
- ❖ Discussion on the Report of Academic Audit and Social Audit
- ❖ Discussion on the NAAC Sponsored National Conference Proposal

Discussions Held:

1. Dr. B. Satheesh Kumar welcomed the Principal and IQAC Members.
2. The Activity report of various departments from 1st June 2016 to 31st December 2016 was discussed.
3. The recommendations of Academic and Social audit were discussed.
4. The purpose and need of office automation ERP was discussed such as E Paathsala and Classroom.com
5. The research based learning should be encouraged at all departments
6. The 2 days NAAC Sponsored Conference theme and resource person details were discussed.
7. The Principal addressed the gathering towards enriching the activities of Departments.
8. The preparation of video / Audio lectures by staff members on specific topics should be prepared on or before 10th February 2017
9. The initiatives towards Outcome Based Education system was discussed and workshops and FDPs to be conducted to implement the same.
10. Minimum of 50 Webinars per year to be organized by the Center for ELearning

11. To use ICT enabled teaching methodologies like smart class rooms effectively in all disciplines.
12. The Online Tests should be conducted in the Forth coming semester at least for one subject
13. Discussion on the conduct of Elective Subjects and General Awareness as self study based was held.
14. To initiate more number of Case Study for the departments of MHM, MIB and BBA
15. Leaning Management System to be implemented effectively within 10 days and to start with Computer Science Disciplines
16. Edmodo – A Free LMS was discussed. The Computer Science disciplines should initiate in this
17. Students' Presentation in classes should be improved and they should be documented by the Departments
18. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.



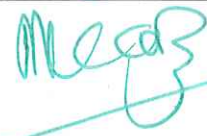





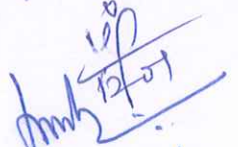
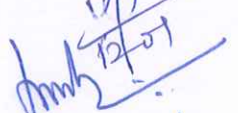


18/01/17



IQAC Internal Meeting

Date: 12.01.2017

Venue: Board Room

Name & Designation of Executive Members		Signature
Member from Management	Dr. Thavamani D. Palaniswami Secretary, Dr. N.G.P Arts and Science College(Autonomous)	
	Dr. O.T. Buvaneswaran Chief Executive Officer Kovai Medical Centre Research and Educational Trust	
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College(Autonomous)	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	 12/1/17
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com (Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadesh HoD, Dept. of Physics	 12/01
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 13.02.2017

Time: 10.00 AM

Venue: IQAC Room

Agenda:

1. IQAC Representatives Meeting on 13.02.2017
2. Bi Annual IQAC Newsletter 2016 – 2017 (Odd Semester)
3. PTA
4. Video Lectures
5. Extra Credits


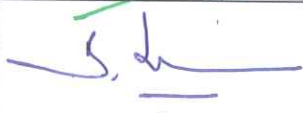
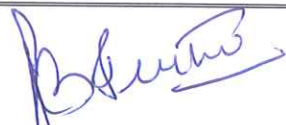


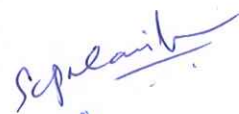



Discussions Held:

1. Dr. B. Satheesh Kumar welcomed the IQAC Internal Members
2. Discussed with the PTA Meeting and Alumni Meeting
3. Preparation of the IQAC Even Semester Newsletter 2016 -2017
4. Submission of Video Lectures for the Departments
5. Awareness on Extra Credits to be given to students
6. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha

IQAC Internal Meeting

Date: 13.2.2017

Venue: PG Hall

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadesh HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr S.S. SUDHA

S.S. SUDHA
27/4/2017

Dr. N.G.P. Arts and Science College (Autonomous)

Kalapatti Road, 641 048

The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 15.03.2017

Time: 02.00 PM

Venue: IQAC Room

Agenda:

1. IQAC Representatives Meeting on 15.03.2017
2. Discussion on OBE for the next Academic Year 2017 – 2018
3. Students Projects
4. Funding Projects


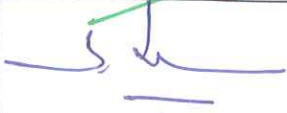
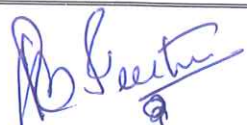


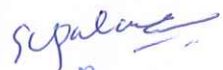



Discussions Held:

1. Dr. B. Satheesh Kumar welcomed the IQAC Internal Members
2. There was a discussion about the documents submission system to IQAC
3. Implementation of Outcome Based Education (OBE) was discussed
4. Introduction of B. Sc Chemistry for the Academic Year 2017 – 2018
5. Student Sanctioned Projects were discussed (TNSCST)
6. Minimum of two Proposals for Mini Projects should be submitted to any funding agency
7. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.


IQAC Internal Meeting

Date: 15.3.2017

Venue: IQAC Room

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadesh HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr. S. S. S. V. D. H. A. - C D E



Dr. N.G.P. Arts and Science College (Autonomous)

The Internal Quality Assurance Cell (IQAC)


Circular

With reference to the IQAC meeting held on 27.4.2017, The Staff members are requested to select any one or more of the following activities for extra hour learning. The Staff members can have their own choice of activities other than listed below if it is very useful.

Activities for Extra Learning Hour

1. Communication Development by individual students
2. Conducting group discussions with Placement Orientation
3. Hands on session on Mind Mapping
4. Peer Learning and Teaching
5. Introducing a new teaching technology
6. Special counseling session
7. Brain Storming session on current Topics
8. Discussion on how to make the projects Qualitative
9. Opportunities for spoken tutorial
10. Book review Programmes
11. Discussion on OBE
12. Alumni Interaction meets
13. Session on Etiquettes and manners
14. Session on value based and moral teaching
15. Hindi teaching Session
16. Awareness on Learning resources
17. personality Development Programmes
18. Preparation towards Competitive Exams
19. NPTEL session to Students
20. Smart class room usage
21. Session on reading habits
22. Principal interaction with Students based on availability
23. Invited talk by other departments staff
24. Any other student centered activity
25. Preferably any student centric activity to develop communication


IQAC Coordinator


Principal

Dr. N.G.P. Arts and Science College (Autonomous)
The Internal Quality Assurance Cell (IQAC)

Minutes of the Internal Meeting

Date: 27.04.2017

Time: 10.00 PM

Venue: IQAC Room

Agenda:

1. Activities from Jan 2017 to March 2017
2. Annual Quality Assurance Report (AQAR)
3. Initiatives taken and executed towards the implementation of Outcome Based Education (OBE)
4. Submission of 35th Annual Report to Bharathiar University
5. Bi Annual IQAC Newsletter 2016 – 2017 (Odd Semester and Even Semester)






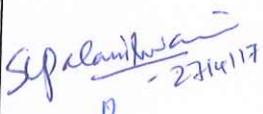

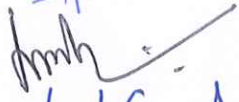

Discussions Held:

1. Dr. B. Satheesh Kumar welcomed the IQAC Department representatives and the members for the meeting
2. Scaling based Academic Audit should be implemented
3. Recommendations of II Cycle were discussed and relevant remedial measures were suggested
4. Quality of Projects should be improved including survey and inter disciplinary kind of projects.
5. Foreign University Exchange programmes for students should be initiated
6. Internships for PG students should be facilitated
7. Publication regulations for M.Phil and Ph. D Research scholars were finalised. Minimum of one publication for M Phil and 2 for Ph. D. should be made mandatory
8. Proposals for Mini Projects should be submitted to funding agency
9. Industry collaborations projects should be initiated
10. Companies providing Consultancy should be identified
11. List of HR Managers should be prepared
12. Bridge course materials and syllabus to be maintained
13. Abstract of PG projects should be submitted to Center for Research
14. Peer learning for UG & PG Students should be promoted
15. Regulations for Staff Recruitment to be prepared
16. Remedial classes to be recorded
17. NMEC Course for PG Students is recommended
18. The Meeting came to an end with the Vote of thanks by Dr. B. Rosiline Jeetha.

IQAC Internal Meeting

Date: 27.04.2017

Venue: IQAC Room

Name & Designation of Executive Members		Signature
Chair person	Dr. P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College	
Coordinator	Dr. B. Satheesh Kumar HoD, Dept. of Mathematics	
Joint coordinator	Dr. B. Rosiline Jeetha, HoD, PG and Research Department of Computer Science	
Members from Faculty	Dr. D. Geetharamani, Coordinator - Center for Research	
	Dr. M. S. Ranjithkumar, HoD, Dept. of B.Com(Business Analytics)	
	Dr. S.C. Palaniswamy, Professor, Dept. of Mathematics	
	Dr. M. Jagadesh HoD, Dept. of Physics	
	Dr. S. Mohan HoD, Dept. of Management Studies	
	Mrs. V. Krishnaprabha, Asst. Professor, Dept. of N&D	

Dr. S-S. SUDHA - CDC

S.S. SUDHA
27/4/2017



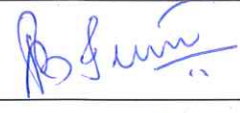

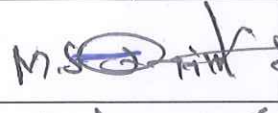



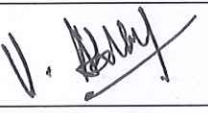
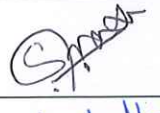
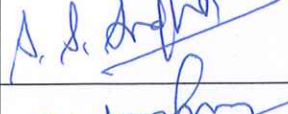

Dr.NGP Arts and Science College

IQAC Meeting Minutes 2017-2018

Time : 10.30 am

Date : 05.07.2017

Venue: IQAC Room

S.No	Name	Signature
1	Dr.P.R.Muthuswamy Principal, Dr.N.G.P Arts and Science college (Autonomous)	
2	Dr.B.Satheesh kumar HoD, Department of Mathematics CA	
3	Dr.B.Rosiline Jeetha HoD, PG and Research Department of Computer Science	
4	Dr.D.Geetharamani Coordinator-Center for Research	
5	Dr.M.S.Ranjith Kumar HoD, Department of B.Com(BA)	
6	Dr.S.Mohan HoD, Department of Management Studies	
7	Dr.S.Mohanraj HoD, Department of International Business	
8	Dr.V.Usha <i>Associate</i> Professor, Department of Biochemistry	
9	Dr.V.Abirami Professor, Department of Management Studies	
10	Mr.A.Sunil Franklin HoD, Department of Hospital Administration	
11	Dr.S.S.Sudha Coordinator- CDC	
12	Dr.A.R.Kanagaraj Deputy Controller of Examination	





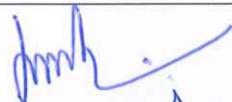



Dr.NGP Arts and Science College

IQAC Meeting Minutes 2017-2018

Time : 01.30 pm

Date : 12.09.2017

Venue: IQAC Room

S. No	Name	Signature
1	Dr.P.R.Muthuswamy Principal, Dr.N.G.P Arts and Science college (Autonomous)	
2	Dr.B.Satheesh kumar HoD,Department of Mathematics CA	
3	Dr.B.Rosiline Jeetha HoD,PG and Research Department of Computer Science	
4	Dr.D.Geetharamani Coordinator-Center for Research	
5	Dr.M.S.Ranjith Kumar HoD,Department of B.Com(BA)	
6	Dr.S.Mohan HoD,Department of Management Studies	
7	Dr.S.Mohanraj HoD,Department of International Business	
8	Dr.V.Usha Professor,Department of Biochemistry	
9	Dr.V.Abirami Professor,Department of Management Studies	
10	Mr.A.Sunil Franklin HoD,Department of Hospital Administration	