



Sri Ramalinga Sowdambigai College of Science & Commerce

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IQAC MEETING – 2022-2023

AGENDA

Meeting No: 10

Academic Year: 2022 – 2023

Date: 30/12/2022

Venue: IQAC CELL

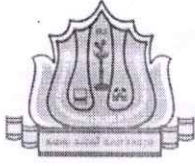
- To confirm the minutes of the last IQAC meeting – 9 held on 10/07/2022
- Discussion on ISO Surveillance audit.
- Discussion about work progress on NAAC documents and SSR.
- Discussion on Department Association and Clubs activities for the year 2022-2023.
- Extension Activities.
- Open forum for suggestions from IQAC members.

IQAC Coordinators

Sri Ramalinga Sowdambigai
College of Science And Commerce
Coimbatore - 641 109.

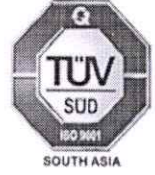
Chairperson

PRINCIPAL
Sri Ramalinga Sowdambigai
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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Meeting No : 10

Academic Year : 2022 – 2023

Date: 30/12/2022

Venue: IQAC CELL

Members Presented for the meeting

| S.NO | IQAC MEMBERS | NAME & DESIGNATION | SIGNATURE |
|------|-------------------------|--|-----------|
| 1 | Chair Person | Dr.P. BALASUBRAMANIAN, Principal | |
| 2 | Teacher Representative | Dr.P.VIDYA, Vice Principal | |
| 3 | | Dr.G.MANORANJITHAM, HoD,COMMERCE WITH CA | |
| 4 | | Mrs.S.KALAIVANI, HoD, MANAGEMENT | |
| | | Dr.B.DEVIPRIYA, HoD, COMMERCE | |
| 5 | Administrative Officers | Mrs.P.SUDHA, Administrative Officer | |
| 6 | Member from Management | Dr.P.MAHENDIRAN Vice President | |
| 7 | Local Society | Dr.T.SATHISHKUMAR Associate Professor, KCT College | |
| 8 | Alumni | Ms.P.JEEVITHA Asst. Professor, Sri Ramakrishna Women's College | |
| 9 | Employer | Mr.R.PRADEEP, INTEGRATED Pvt Ltd. | |
| 10 | Member Secretary | Mrs.V.VISALAKSHI, Director – IQAC | |

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INTERNAL QUALITY ASSURANCE CELL

The Matters discussed at the meeting were:

1. Confirmation of minutes of last IQAC held on 10/07/2022. Minutes of the last IQAC meeting was presented and approved by the members.

| S.NO | IQAC SUGGESTIONS | ACTION TAKEN STATUS |
|------|---|---|
| 1 | Infrastructure Strengthening | Smart boards are installed in some classrooms and will also be increased in the future |
| 2 | ISO Audit | ISO surveillance audit was completed successfully and exit meeting minutes was submitted. |
| 3 | Department Association and club activities | Instructed to organize more events through department associations. Each club should conduct at least 2 activities. |
| 4 | Committee requested the department of commerce to upgrade as research department. | Preparatory steps are taken to start research Programs |
| 5 | Teachers requested for training on NAAC and its criteria | Training sessions were organized |

2. **Internal and External Audit:** IQAC coordinated the internal and external audit. The audit committee composed HoD of each department to audit. They evaluated the performance of the other department, library, Placement, Examination cell & Administration and finance, Sports and

other supporting units. The report was presented before the committee. The ISO External audit members appreciated and suggested some improvements.

3. **Work progress on SSR:** IQAC committee monitored the work progress on Criteria wise and discussed about the templates and criteria in charge collected data for each criteria.
4. **Club Activities:** Senior faculty members from all the department presented their plan for their upcoming semester and the suggestions were given by the committee.
5. **Extension Activities:** The committee suggested all the departments to conduct outreach programmes in addition to the activities conducted by NSS, Rotaract, YRC and other clubs.
6. Every year IQAC summary report were prepared and submitted the report that includes both qualitative and quantitative aspects for ISO and NAAC.



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