

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 1

Venue: IQAC Office

Date: 06-06-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Bridge Course
2. Special Discourse – Student Development Programme
3. Outcome Based Education (OBE)
4. Certificate Courses
5. Non-Major Electives for I year students

Resolutions Adopted

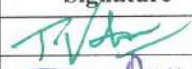
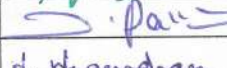
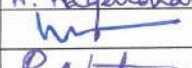
- ❖ To conduct Two days Bridge Course for all the I year students
- ❖ To organize special discourse – student development programme between 6.30 pm and 8.00 pm for three days on 18, 19 and 20th June 2018
- ❖ To implement OBE for all the I year UG & PG students from the Academic year 2018-19
- ❖ The Certificate Courses classes for the Odd semester will begin on 03-07-2018
- ❖ The Non-Major Elective Courses classes for the Odd semester will begin on 06-07-2018

The meeting ended with Sarve bhavanthu.

H. Nagendran
06.06.2018
IQAC coordinator


Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	
2	Prof.V.Parthasarathy	Vice-Principal – Member	
3	Dr.N.Nagendran	IQAC Coordinator	H. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	
5	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IOAC Meeting held on 06-06-2018

- ❖ Two days Bridge Course for all the I year students at the respective Departments was held during 18th & 19th June 2018.
- ❖ Special discourse – Student Development Programme was organised between 6.30 pm and 8.00 pm for three days on 18, 19 and 20th June 2018. **Dr.G.Gnanasambandam**, Former Head of the Department of Tamil, Thiagarajar College, Madurai, **Prof. S.S.M.Sundaram**, Former Head of the Department of Commerce, Sourashtra College, Madurai and **Dr.R.Mohan**, Former Head of the Department of Tamil, Madurai Kamaraj University, Madurai were the Chief Guests and delivered their Special Lectures on the titles respectively “**UnnoduPottiPodu**”, “**NambinarKeduvadhillai**”, and “**Valikattum Vaira Varigal**”.
- ❖ The OBE was implemented for all the I year UG & PG students from the Academic year 2018-19
- ❖ The Certificate Courses classes for the Odd semester scheduled on every Tuesday & Wednesday and were started on 03-07-2018
- ❖ The Non-Major Elective Courses classes for the Odd semester scheduled on Friday & Saturday were started on 06-07-2018

N. Rajendran

IQAC coordinator

J. V. S. S.

Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 2

Venue: IQAC Office

Date: 04-07-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Internet Facilities
3. Educational Resource Management System (ERMS)
4. Faculty Enrichment Programme
5. Extension Activities by the students

Resolutions Adopted

- ❖ To provide high speed internet facilities in the campus as early as possible
- ❖ To implement the ERMS as early as possible
- ❖ To organize Faculty Enrichment Programme on 23-07-2018
- ❖ To organize extension activities by the students during Mid-Semester holidays

The meeting ended with Sarve bhavanthu.

N. Nageshwaran
04.07.2018
IQAC coordinator

T. Venkatesan
Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	T. Venkatesan
2	Prof.V.Parthasarathy	Vice-Principal – Member	V. Parthasarathy
3	Dr.N.Nagendran	IQAC Coordinator	N. Nageshwaran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	K. Karthikeyan
5.	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6.	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7.	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8.	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9.	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10.	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)

of the IQAC Meeting held on 04-07-2018

- ❖ High speed internet facilities in all the Departments and Laboratories through Railwire was provided
- ❖ ERMS has been implemented.
- ❖ Faculty Enrichment Programme was conducted by Internal Quality Assurance Cell for “Implementing the ERP Solution in our College” on 23-07-2018 Monday. 74 faculty members have participated.
- ❖ Students taught yoga to the students of their nearby schools during Mid-Semester holidays between 11-08-2018 and 20-08-2018.

N. Rajendran
IQAC coordinator

T. V. V. V.
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 3

Venue: IQAC Office

Date: 01-08-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Student Development Programme
2. Review of functions of the College Office, Dean & CoE Office
3. Educational Resource Management System (ERMS)
4. Office Automation

Resolutions Adopted

- ❖ To organize Student Development Programme on 06-08-2018.
- ❖ To organize an orientation programme on ERMS for Non-teaching Staff
- ❖ To organize an induction programme on Office Automation for Non-teaching Staff Non-teaching staff

The meeting ended with Sarve bhavanthu.

W. Nagendran
01.08.2018
IQAC coordinator

T. Vithan
Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	T. Vithan
2	Prof.V.Parthasarathy	Vice-Principal – Member	P. Parthasarathy
3	Dr.N.Nagendran	IQAC Coordinator	W. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	K. Karthikeyan
5	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)

of the IOAC Meeting held on 01-08-2018

- ❖ Student Development Programme was organised on 06-08-2018. 984 Students have participated.
- ❖ Organised an Orientation Programme on ERMS for all the Non-teaching staff members on 21-08-2018
- ❖ Organised an Induction Programme on Office Automation for Non-teaching staff members on 24-08-2018

H. Rajendran
IQAC coordinator

T. V. V. V.
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 4

Venue: IQAC Office

Date: 02-08-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Faculty Enrichment Programme
3. Research Supervisor Application
4. Special Discourse – Student Development Programme

Resolutions Adopted

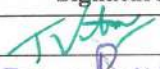
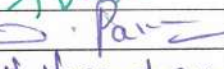
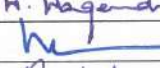

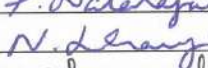
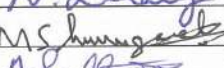
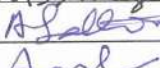
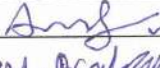
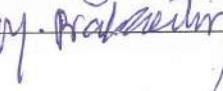
- ❖ To organize Faculty Enrichment Programme on 03-09-2018
- ❖ To request all the eligible faculty members to apply for Research Supervisor
- ❖ To organize special discourse – student development programme between 6.30 pm and 8.00 pm on

The meeting ended with Sarve bhavanthu.

H. Nagendran
02.08.2018
IQAC coordinator


Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	
2	Prof.V.Parthasarathy	Vice-Principal – Member	
3	Dr.N.Nagendran	IQAC Coordinator	H. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	
5	Sri P.Natarajan	Head, Department of Mathematics -Member	
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	
10	Dr.M.Prabakaran	Librarian -Member	

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IOAC Meeting held on 02-08-2018

- ❖ The Faculty Enrichment Programme was organized titled Outcome Based Education on 03-09-2018. 72 faculty members have participated.
- ❖ Two faculty members applied for Research Supervisor leading to guide Ph.D. at Madurai Kamaraj University, Madurai.
- ❖ Special discourse – Student Development Programme was organised between 6.30 pm and 8.00 pm on 20-08-2018

N. Rajendran
IQAC coordinator

T. V. Kumar
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 5

Venue: IQAC Office

Date: 05-09-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Educational Resource Management System (ERMS)
3. Faculty Enrichment Programme
4. Extension Activities
5. Student Development Programme

Resolutions Adopted

- ❖ To provide hands-on-training to the faculty members to clarify their doubts on ERMS
- ❖ To organize Faculty Enrichment Programme on 12-10-2018
- ❖ To conduct extension activities through NSS
- ❖ To organise Student Development Programme on 25-09-2018.

The meeting ended with Sarve bhavanthu.

W. Nagendran
05.09.2018
IQAC coordinator

T. Venkatesan
Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	T. Venkatesan
2	Prof.V.Parthasarathy	Vice-Principal – Member	V. Parthasarathy
3	Dr.N.Nagendran	IQAC Coordinator	W. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	K. Karthikeyan
5.	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6.	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7.	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8.	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9.	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10.	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IQAC Meeting held on 05-09-2018

- ❖ Hands-on-training to the faculty members to clarify their doubts on ERMS was conducted on 07-09-2018. 43 faculty members have participated
- ❖ Student Development Programme was organised on 25-09-2018. 312 students have participated.
- ❖ The Faculty Enrichment Programme was organized titled Banks Product Awareness on 12-10-2018. 70 faculty members have participated
- ❖ Extension activities through NSS Camps by five units and Yoga tutoring by the students to their nearby village schools are done during Odd Semester holidays between 14-11-2018 and 28-11-2018.

N. Rajendran
IQAC coordinator

T. V. Srinivasan
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 6

Venue: IQAC Office

Date: 27-10-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Alumni Association – Registration -Renewal
3. Alumni Association Meeting
4. Alumni Association Activities

Resolutions Adopted

- ❖ To make steps to renew the existing Vivekananda College Alumni Association as early as possible
- ❖ To organize Alumni Association meeting on December 2018
- ❖ To arrange placement opportunities to the students
- ❖ To create endowments

The meeting ended with Sarve bhavanthu.

H. Nagendran
27.10.2018
IQAC coordinator

T.V. Venkatesan
Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	T.V. Venkatesan
2	Prof.V.Parthasarathy	Vice-Principal – Member	V. Parthasarathy
3	Dr.N.Nagendran	IQAC Coordinator	H. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	K. Karthikeyan
5	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IQAC Meeting held on 21-10-2018

- ❖ The office bearers are insisted to renew the existing Vivekananda College Alumni Association registered during 2008 (Reg.No 105/2008) at the earliest.
- ❖ The annual meeting of the Alumni Association was held on 29th December 2019 at our College. 320 alumni have attended
- ❖ Placement opportunities to the students has been arranged in association with the college Placement Cell
- ❖ Two Endowments has been created during the academic year 2018-19 by the Alumni.

N. Rajendran
IQAC coordinator

T. V. K.
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 7

Venue: IQAC Office

Date: 14-11-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Special discourse – Student Development Programme
3. Odd Semester Nov-2018-Result Analysis
4. Certificate Courses
5. Non-Major Electives for I year students
6. Parents Teacher Association meeting

Resolutions Adopted


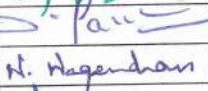
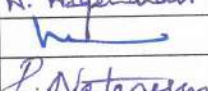
- ❖ Special discourse – Student Development Programme was organized between 6.30 pm and 8.00 pm on 29.11.2018 Thursday, 30.11.2018 Friday and 01.12.2018 Saturday
- ❖ To instruct all the course teachers to improve the pass percentage
- ❖ To conduct Peer Team Student Tutor (PTST) classes for the slow learners
- ❖ The Certificate Courses classes for the Even semester will begin on 04-12-2018
- ❖ The Non-Major Elective Courses classes for the Even semester will begin on 07-12-2018
- ❖ To organize Parents Teachers Association Meeting

The meeting ended with Sarve bhavanthu.

H. Hagenathan
14.11.2018
IQAC coordinator


Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	
2	Prof.V.Parthasarathy	Vice-Principal – Member	
3	Dr.N.Nagendran	IQAC Coordinator	H. Hagenathan
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	
5.	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6.	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7.	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8.	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9.	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10.	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IQAC Meeting held on 14-11-2018

- ❖ Special discourse – Student Development Programme was organised between 6.30 pm and 8.00 pm on 29.11.2018 Thursday, 30.11.2018 Friday and 01.12.2018 Saturday
- ❖ The Peer Team Student Tutor (PTST) classes for the slow learners were started
- ❖ The Certificate Courses classes for the Even Semester scheduled on every Tuesday & Wednesday and were started on 04-12-2018
- ❖ The Non-Major Elective Courses classes for the Even Semester scheduled on Friday & Saturday were started on 07-12-2018
- ❖ Parents Teachers Association Meeting was conducted on 20th, 21st and 22nd December 2018. Parents of 368 First year UG students, 340 Second year UG students, 330 Third year UG students and 38 PG students attended the meeting.

H. Nagarajan
IQAC coordinator

[Signature]
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 8

Venue: IQAC Office

Date: 12-12-2018

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Faculty Enrichment Programme
3. Boards of Studies meeting
4. Sports Day & Jayanti Day Celebrations

Resolutions Adopted

- ❖ To organize Faculty Enrichment Programme on 6th January 2019.
- ❖ To conduct the Boards of Studies meeting for all Programmes on
- ❖ To form various committees to execute the Sports Day & Jayanti Day Celebrations

The meeting ended with Sarve bhavanthu.

N. Nagendhan
12.12.2018
IQAC coordinator

T. Venkatesan
Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	T. Venkatesan
2	Prof.V.Parthasarathy	Vice-Principal – Member	V. Parthasarathy
3	Dr.N.Nagendran	IQAC Coordinator	N. Nagendhan
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	K. Karthikeyan
5	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)

of the IQAC Meeting held on 12-12-2018

- ❖ Faculty Enrichment Programme was organized on 06-01-2019. 74 faculty members have participated
- ❖ The Boards of Studies meeting for all Programmes were conducted on 05-01-2019 to revise the syllabus under OBE for the III and IV Semesters.
- ❖ Various committees to execute the Sports Day & Jayanti Day Celebrations were formed. The 48th Annual Sports Day was organised on 8th February 2019. Mr.J.R.Samartha, I.F.S. District Forest officer, Madurai Division, Madurai and Dr.M.Krishnan, Vice Chancellor, Madurai Kamaraj University, Madurai were the Chief Guests.
- ❖ The 48th Vivekananda Jayanti Day was celebrated on 9th February 2019. Dr.S.Natrajan, I.A.S. District Collector, Madurai District was the Chief Guest.

W. Nagendran
IQAC coordinator

T. V. Kumar
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 9

Venue: IQAC Office

Date: 20-02-2019

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Faculty Enrichment Programme
3. Capacity Building Programme
4. College with Potential for Excellence (CPE) Advisory Committee meeting
5. IQAC External Peer Team visit

Resolutions Adopted


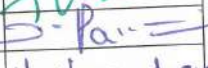
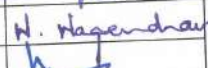
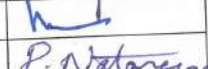
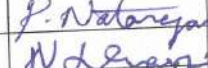


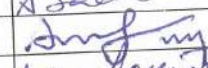
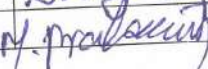

- ❖ To organize Faculty Enrichment Programmes on 22-02-2019 & 25-03-2019
- ❖ To organize Capacity Building Programme on 01-03-2019
- ❖ To make the arrangements for CPE Advisory Committee visits to our college on 23-03-2019
- ❖ To make the arrangements for IQAC External Peer Team visits to our college on 03-04-2019

The meeting ended with Sarve bhavanthu.

H. Nagendran
20.02.2019
IQAC coordinator


Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	
2	Prof.V.Parthasarathy	Vice-Principal – Member	
3	Dr.N.Nagendran	IQAC Coordinator	
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	
5	Sri P.Natarajan	Head, Department of Mathematics -Member	
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	
10	Dr.M.Prabakaran	Librarian -Member	

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)
of the IQAC Meeting held on 20-02-2019

- ❖ Two Faculty Enrichment Programmes were organized on 22-02-2019 and 25-03-2019. 71 and 74 faculty members from the college have participated in each programme respectively.
- ❖ A Capacity Building Programme was organized on 01-03-2019. 74 faculty members from the college have participated in the programme.
- ❖ The CPE Advisory Committee visited the college on 23-03-2019 and sent the report to the UGC about the expenditure incurred under CPE scheme.
- ❖ The IQAC External Peer Team visited the college on 03-04-2019 and submitted the report to the Principal about the functioning of IQAC and the College. This report was submitted to the UGC-SERO, Hyderabad along with the Autonomy Grant Utilization for 2018-19.

W. Nagendhan
IQAC coordinator

T.V. R.
Principal & IQAC Chairperson

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the IQAC Meeting

Meeting No: 10

Venue: IQAC Office

Date: 04-04-2019

The meeting began with Om Sahanavavathu

Matters Tabled for Discussion

1. Review of past activities & Action Taken Report (ATR)
2. Review of IQAC External Peer Team Report
3. Annual Report 2018-19
4. Faculty Enrichment Programme

Resolutions Adopted

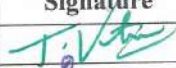
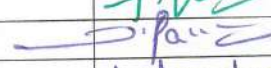
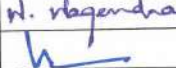
- ❖ To carry out the necessary actions on the report of IQAC External Peer Team
- ❖ To instruct all the Departments to prepare Annual Report for the year 2018-19 and submit the same to the IQAC office
- ❖ To organize Faculty Enrichment Programme on 08-04-2019

The meeting ended with Sarve bhavanthu.

H. Nagendran
04.04.2019
IQAC coordinator


Principal & IQAC Chairperson

Members present in the Meeting

S.No.	Name		Signature
1	Dr.T.Venkatesan	Principal & Chairperson	
2	Prof.V.Parthasarathy	Vice-Principal – Member	
3	Dr.N.Nagendran	IQAC Coordinator	H. Nagendran
4	Dr.K.Karthikeyan	Dean & Controller of Examinations – Member	
5	Sri P.Natarajan	Head, Department of Mathematics -Member	P. Natarajan
6	Dr.N.Lakshmanan	Head, Department of Botany -Member	N. Lakshmanan
7	Dr.M.Shunmugavelu	Head, Department of Zoology -Member	M. Shunmugavelu
8	Dr.A.Satheesh Babu	Assistant Professor of Economics -Member	A. Satheesh Babu
9	Sri A.Sundarajmoorthy	Office Superintendent -Member	A. Sundarajmoorthy
10	Dr.M.Prabakaran	Librarian -Member	M. Prabakaran

VIVEKANANDA COLLEGE, TIRUVEDAKAM WEST – 625 234.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (ATR)

of the IQAC Meeting held on 04-04-2019

- ❖ The report of the IQAC External Peer Team was submitted to the UGC-SERO, Hyderabad along with the Autonomy Grant Utilisation for 2018-19.
- ❖ All the Departments prepared their Annual Report for the year 2018-19 and submitted to the IQAC and the same was printed in the college Magazine 2018-19.
- ❖ Faculty Enrichment Programme was organized on 08-04-2019. 70 faculty members from the college have participated.

N. Nageshan
IQAC coordinator

[Signature]
Principal & IQAC Chairperson