



**SARASWATHI NARAYANAN COLLEGE**  
(Autonomous Institution Affiliated to Madurai Kamaraj University)  
(Reaccredited with Grade B<sup>(2.78)</sup> by NAAC)  
(DST-FIST Funded Institution)  
Perungudi, Madurai - 625 022

**Internal Quality Assurance Cell (IQAC)**

**MINUTES OF THE MEETING – 2020 - 2021**

Date: 16.01.2021

Venue: Seminar Hall

- Agenda:
1. Data to prepare AQAR
  2. Collection of data and Feedback using online platform
  3. Conduct of Internal Academic Audit

IQAC Meeting was held on 16.01.2021 at 02.00 pm at Seminar Hall of the college. It was resolved to

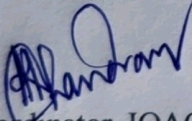
- Digitize the collection of data and posting of feedback forms concerned with all the stakeholders.
- Collect the feedback of the students on online classes in a specified format
- Conduct webinar in association with National Institute of Disaster Management (NIDM) New Delhi.
- Assign specific tasks to the members of the newly constituted IQAC to expedite the process of collecting the data.

**Action Taken**

- Six online quizzes were conducted in different faculties to create awareness on COVID-19 pandemic during the lockdown period between 11.06.2020 to 18.07.2020.
- Six National level webinars were organized to develop the language skills among the students in the period of 19.06.2020 to 08.08.2020.
- Webinar on Children's Safety during Lockdown on 04.07.2020.
- Webinar on Quality Sustenance in Rural Colleges-Challenges and Strategies organized on 27.07.2020 for teachers.

## Members Present

	Principal	Chairperson
1. Dr. M. Kannan	Principal	Coordinator
2. Dr. M. R.Chandran	Associate Professor	Member
3. Mr. V. Krishnamoorthy	Industrialist	Member
4. Dr. S.V.Padmavathi	Assistant Professor	Member
5. Dr.S.V.Ganesan	Assistant Professor	Member
6. Dr. G.Ramakrishnan	Assistant Professor	Member
7. Dr. M.Sindhuja	Assistant Professor	Member
8. Mrs.M.Malini	Assistant Professor	Member
9. Dr. I.Vijayakumar	Assistant Professor	Member
10. Dr. A.Saravanakumar	Assistant Professor	Member
11. Dr. R. Sankaranarayanan	Assistant Professor	Member
12. Dr. N.Arunkumar	Assistant Professor	Member
13. Dr. K.Velmurugan	Assistant Professor	Member
14. Dr. M.Suganya	Assistant Professor	Member
15. Mrs. R.Gandhimathi	Assistant Professor	Member
16. Mr. M. Rajaram	Assistant Professor	Member
17. Mr. J. Ramachandran	Junior Assistant	Member
18. Mr. K. Ponnar	Student Representative	Member

  
Coordinator, IQAC

Chairperson, IQAC

**Dr. M.R. CHANDRAN**  
Coordinator, IQAC  
Saraswathi Narayanan College (Autonomous)  
MADURAI - 625 022



  
**Principal**  
Saraswathi Narayanan College  
Madurai - 625 022



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**Internal Quality Assurance Cell (IQAC)**

**MINUTES OF THE MEETING – 2020 - 2021**

Date: 03.02.2021

Venue: Seminar Hall

- Agenda:
1. Launch a Research Journal
  2. Faculty Development Programme
  3. Curriculum enrichment adopting LOCF pattern with TANSICHE syllabi
  4. Career Guidance Program
  5. Any other matters.

IQAC met on 03.02.2021 at 02.00 pm at seminar hall of the college to take review of the developmental activities and to plan further activities.

It has been resolved to

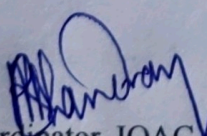
- Have a meeting of members of IQAC and Deans of the college with Dr. K. Karthikeyan, Dean & Controller of Examinations, Vivekananda College to discuss the mechanism of adopting LOCF pattern with TANSICHE syllabi.
- Organize FDP on professional and ethical responsibilities.
- Request the placement cell of the college to organize campus recruitment drive.
- Take an initiative to launch a Research Journal.
- Request the NSS units to organize Orientation Programme for I year UG NSS volunteers.
- Discuss with coordinators of various Wings to strengthen the Wings with more activities for the benefit of the students and staff members.
- Conduct Webinars and online Quizzes to create awareness on COVID-19 and its impact on various spheres of human life.

Review of the action taken on the resolutions of the last meeting

- Members have been given specific work and working plan to mobilize the data for the metrics assigned.
- Different online feedbacks in Google forms have been posted on the individual WhatsApp groups of the students.
- Webinar in association with NIDM, New Delhi on Adolescent Action in Disaster Risk Management was conducted with over whelming response on 30.01.2021.
- IQAC has created different email shelves to attract separately the data of different domains.

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1. Dr. M. Kannan		Coordinator
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6. Dr. G.Ramakrishnan	Assistant Professor	Member
7. Dr. M.Sindhuj	Assistant Professor	Member
8. Mrs.M.Malini	Assistant Professor	Member
9. Dr. I.Vijayakumar	Assistant Professor	Member
10. Dr. R. Sankaranarayanan	Assistant Professor	Member
11. Dr. R. Gopalasundar	Assistant Professor	Member
12. Dr. N.Arunkumar	Assistant Professor	Member
13. Dr. M.Suganya	Assistant Professor	Member
14. Mrs. R.Gandhimathi	Assistant Professor	Member
15. Mr. M. Rajaram	Assistant Professor	Member
16. Mr. J. Ramachandran	Junior Assistant	Member
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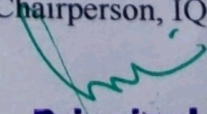
  
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