



St.Thomas College of Arts and Science

Koyambedu, Chennai-107.



Notice

06/01/2020

All the members of IQAC are hereby informed that a meeting would be held at **12.00 pm in the Conference Hall on 08/01/2020** under the Chairmanship of Principal. The following is the agenda of the meeting:

Agenda:

1. Confirmation of minutes of last meeting
2. Review of the Lesson plan submitted
3. AISHE report submission.
4. NAAC Orientation Workshop
5. Any other Matter


Director of IQAC


Principal & Chairman of IQAC



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Minutes of the IQAC meeting held on Jan 10, 2020

As per the notice circulated on 06/01/2020, the meeting was held on 08/01/2020, 12.00 p.m. in the conference hall. The following members were present in the meeting:


Members Present:

1. Dr. N. Thangavel –Chairperson.
 2. Mr. Shibi Mathai –Coordinator
 3. Dr. M. V. Nagarajan-Member
 4. Dr. P. Shanmugam- Member
 5. Mrs. Susan Abraham- Member
 6. Mrs. P. Mala- Member
 7. Mr. E. Muruganandam- Member
 8. Mr. S. H. Sheik Mohamed- Member
 9. Ms. M. Shanthi- Member
 10. Ms. M. Sumathi- Member
 11. Dr. (Mrs). R. Manjula- Member
 12. Dr. (Mrs) C. Kala- Member
 13. Dr. (Mrs) S. Gomathi- Member
 14. Mrs. K. Kumari- Member
 15. Mrs. J. Nisha Daphne- Member
 16. Ms. Preethi Kethsial- Member
 17. Dr. T. Selvaganapathi- Member
 18. Dr. G. Manoharan- Member
 19. Mrs. Sobha John- Asst. Administrative officer
- Agenda -1: Confirmation of minutes of last meeting
 - Agenda -2: The IQAC coordinator thanked all the IQAC representatives from each department for the Submission of Lesson Plan on time for the Even Semester 2019-2020.
 - Agenda -3: The Principal thanked all the IQAC representatives for the submission of their department details to the IQAC office. He also expressed his appreciation to the IQAC coordinator for updating the college details in the AISHE portal for the academic year 2019-2020.
 - Agenda -4: IQAC Coordinator distributed the portfolios to the members of IQAC for the NAAC workshop to be held on 10th January, 2020.

Any other Matter:

The IQAC team unanimously selected Ms. M. Shanthi in the place of Mr. R. Thirumavalavan, who is on leave due to medical reason.

The Meeting ended with a vote of thanks by the IQAC Coordinator.


Shibi Mathai,
IQAC Coordinator,
St. Thomas College of Arts and Science.


Dr. N. Thangavel
Principal,
St. Thomas College of Arts and Science.

Minutes was passed by Dr. R. Manjula
Seconded by Dr. C. Kala



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IQAC Meeting Attendance held on Jan 8, 2020:

S.No	Name	Signature
1	Dr. N. Thangavel	
2	Mr. Shibi Mathai	
3	Dr. P. Jayakumar	
4	Dr. M. V. Nagarajan	
5	Dr. P. Shanmugam	
6	Mrs. Susan Abraham	
7	Mrs. P. Mala	
8	Mr. E. Muruganandam	
9	Mr. S. H. Sheik Mohamed	
10	Mr. C. Radhakrishnan	
11	Mr. R. Thirumavalavan Ms. M. SHANTHI	
12	Ms. M. Sumathi	
13	Dr. (Mrs). R. Manjula	
14	Dr. (Mrs) C. Kala	
15	Dr. (Mrs) S. Gomathi	
16	Mrs. K. Kumari	
17	Mrs. J. Nisha Daphne	
18	Ms. Preethi Kethsial	
19	Dr. J. Jesu Arul Selva Vimali	
20	Dr. K. Nithyanandam	
21	Dr. K. Karthikeyan	
22	Dr. T. Selvaganapathi	
23	Dr. G. Manoharan	
24	Dr. Jerlin Violet	
25	Mr. George Thomas	
26	Mrs. Sobha John	



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Action Taken Report of IQAC Second Meeting held on Jan 8, 2020

Plan of Action	Action Taken
Submission of College Details for the Academic Year 2019-2020 in the AISHE Portal	Submitted the College Details for the Academic Year 2019-2020 in the AISHE Portal
Organizing One Day NAAC Orientation Workshop	One Day NAAC Orientation workshop was conducted on 10 th January 2020
Appointment of New IQAC member in the place of Mr.R.Thirumavalavan	Ms.M.Shanthi was appointed as the New IQAC Member


Shibi Mathai
(IQAC Coordinator)


Dr.N.Thangavel
(Principal)