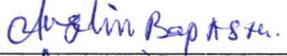
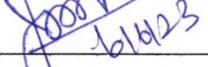
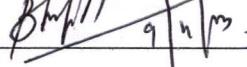
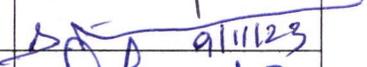
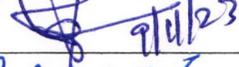
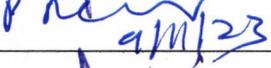
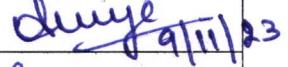
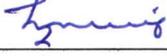


SRI KRISHNA ARTS AND SCIENCE COLLEGE
(An Autonomous Institution Affiliated to Bharathiar University)
Coimbatore – 641008

IQAC Meeting Minutes – 2023-2024

Members Present

| Date: 06.06.2023 | | Time: 2.00pm | Venue: Council Hall | Meeting No: 01/2023-24 |
|------------------|------------------------------|------------------------|---|---------------------------|
| Sl.No | Name | Designation | Signature | |
| 1 | Dr. K. Sundararaman, CEO | Member from management |  | |
| 2 | Dr. R. Jagajeevan, Principal | Head - IQAC |  | |
| 3 | Mr. L. Maria Antony Juderaj | Industrialist |  | |
| 4 | Mr. Hari Prasad | Employer | Leave of absence | |
| 5 | Mr. Sankara Narayanan | Local Society |  | |
| 6 | Dr. Meera Krishna | Local Society | Leave of absence | |
| 7 | Ms. Ms. R. Angeline Baptista | Stakeholder (Parent) |  | |
| 8 | Ms. Karthika Subramanian | Alumni |  | |
| 9 | Dr. K.S. JeenMarseline | Teacher Representative |  | |
| 10 | Dr. C. Sunitha | Teacher Representative | Leave of absence | |
| 11 | Dr. M.Manikandan | Teacher Representative |  | |
| 12 | Mrs. V. A. Rinsey Antony | Teacher Representative |  | |
| 13 | Dr. B. Meena Preethi | Teacher Representative |  | |
| 14 | Dr. S. Anbumalar | Teacher Representative |  | |
| 15 | Dr. W. Maria Josephine | Teacher Representative |  | |
| 16 | Dr. P. Radhakrishnan | Teacher Representative |  | |
| 17 | Dr. B. Anuja Beatrice | Teacher Representative |  | |
| 18 | Mr.C.Julian Gnana Dhas | IQAC Coordinator |  | |
| 19 | Dr. N.A. Sheela Selvakumari | IQAC Team member |  | |

| | | | |
|----|--------------------|-------------------------------|-----------------------|
| 20 | Mr. S. Suresh | IQAC Team member | <i>Suresh Suresh</i> |
| 21 | Mr. S. Vetrivel | IQAC Team member | <i>P. V. Vetrivel</i> |
| 22 | Mr. S. Balaji | IQAC Team member | <i>S. Balaji</i> |
| 23 | Mrs. M. Subhashree | Senior Administrative Officer | <i>M. Subhashree</i> |
| 24 | Ms. A.R. Sri Shaa | Student | <i>Sri Shaa A.R</i> |
| 25 | Mr. C. Syed Farith | Student | <i>Syed Farith C</i> |

The IQAC Coordinator welcomed the members to the meeting. The members took up the agenda for the meeting.

Agenda

1. IQAC Plan for the Academic year 2023-2024
2. Constitution of Steering Committee and Institutional Level Incharges
3. AQAR Submission for the years 2020-2021 and 2021-2022
4. IQAC Portal
5. Students Induction Programme
6. OBE Gap Analysis

Minutes of the meeting

1. IQAC Plan for the Academic year 2023-2024

The previous year activities and the proposed plan for the Academic year 2023-2024 were presented to the members. The members suggested to organize Faculty Development Programmes on research, skill development activities for Teaching and Administrative Staffs in the current year.

2. Constitution of Steering Committee and Institutional Level Incharges

It has been decided to constitute Steering members for each NAAC Criteria to assume responsibility for data verification and uploading in NAAC portal. The following are the Steering Committee members.

Criteria I - Dr. C. Sunitha

Criteria II - Dr. Jeen Marsline K. S

Criteria III - Dr. M. Manikanadan & Dr. Maria Williams

Criteria IV - Dr. Radhakrishnan P

Criteria V - Dr. Rinsey Antony

Criteria VI - Dr. Anuja Beatrice B

Criteria VII - Dr. Anbumalar S

To enable data collection for each NAAC Criteria Institutional Level Incharges were also deputed. The following are the Institutional Incharges

Criteria I - Dr. Veeramanikandasamy

Criteria II - Dr. Joselin J

Criteria III - Dr. Sivakumar N

Criteria IV - Dr. Thiyaneswaran C

Criteria V - Dr. Maheswari D

Criteria VI - Mrs. Induji R T

Criteria VII - Dr. S. Murugan

3. AQAR Submission for the years 2020-2021 and 2021-2022

AQAR 2020-2021 data uploaded in NAAC portal has been reviewed in the meeting and suggestions were given to Criteria Incharges. All the changes and pending data are to be uploaded before 25th June 2023. The data for 2021-2022 has to be collected from the respective departments and make it ready for submission before 20th June 2023.

4. IQAC Portal

Mr. Suresh, IQAC member has suggested a portal to collect and consolidate data from the Departments on Activities Organized, Research Publications and other achievements through Google Forms. The members have approved the portal. This portal will act as a repository for NAAC, NIRF & Other Ranking and Accreditation Bodies. The target for preparing the Google Form is July 2nd week.

5. Students Induction Programme

In order to orient the first year students to the College Curriculum and Campus, it has been suggested to offer Student Induction Programme for one week to all the first year students.

6. OBE Gap Analysis

The members suggested to carry out OBE Gap Analysis on OBE Outcomes. All the departments to be informed to prepare OBE Gap Analysis report and take action based on the report.

IQAC COORDINATOR

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Kuniamuthur Post
Coimbatore-641008

Action Taken

1. Following activities were organized by IQAC
 - a. Session on IQAC Proceedings and Requirements on 28.07.2023
 - b. Administrative Development Programme on Team Building on 22.07.2023
 - c. Refresher Programme on Interpersonal and Communication Skills for Administrative staffs on 12.08.2023
2. Fresher Day organized on 14.06.2023 for UG Students
3. Fresher Day organized on 03.08.2023 for PG Students
4. Conducted Student Induction Programme for UG and PG first year students.
5. Submitted AQAR 2020-2021 data to NAAC portal on 29.07.2023.
6. Submitted AQAR 2021-2022 data to NAAC portal on 27.09.2023.
7. The IQAC has launched IQAC portal on 26.07.2023 for collecting data from the departments.



IQAC COORDINATOR

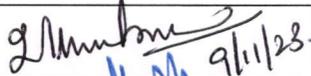
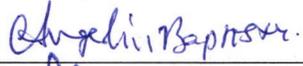
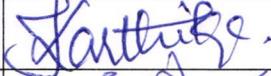
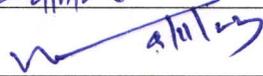
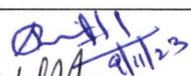
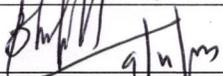
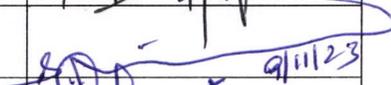
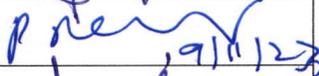


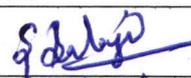
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SRI KRISHNA ARTS AND SCIENCE COLLEGE
(An Autonomous Institution Affiliated to Bharathiar University)
Coimbatore – 641008

IQAC Meeting Minutes – 2023-2024

Members Present

| Date: 09.11.2023 | | Time: 2.30pm | Venue: Council Hall | Meeting No: 02/2023-24 |
|------------------|------------------------------|------------------------|---|---------------------------|
| Sl.No | Name | Designation | Signature | |
| 1 | Dr. K. Sundararaman, CEO | Member from management |  | |
| 2 | Dr. R. Jagajeevan, Principal | Head - IQAC |  | |
| 3 | Dr. R. Vijayasamundeswari | Vice Principal & Dean |  9/11/23 | |
| 4 | Mr. L. Maria Antony Juderaj | Industrialist |  | |
| 5 | Mr. Hari Prasad | Employer | Leave of absence | |
| 6 | Mr. Sankara Narayanan | Local Society |  | |
| 7 | Dr. Meera Krishna | Local Society | Leave of absence | |
| 8 | Ms. Ms. R. Angeline Baptista | Stakeholder (Parent) |  | |
| 9 | Ms. Karthika Subramanian | Alumni |  | |
| 10 | Dr. K.S. JeenMarseline | Teacher Representative |  9/11/23 | |
| 11 | Dr. C. Sunitha | Teacher Representative |  9/11/23 | |
| 12 | Dr. M.Manikandan | Teacher Representative |  9/11/23 | |
| 13 | Mrs. V. A. Rinsey Antony | Teacher Representative |  9/11/23 | |
| 14 | Dr. B. Meena Preethi | Teacher Representative |  9/11/23 | |
| 15 | Dr. S. Anbumalar | Teacher Representative |  9/11/23 | |
| 16 | Dr. W. Maria Josephine | Teacher Representative |  9/11/23 | |
| 17 | Dr. P. Radhakrishnan | Teacher Representative |  9/11/23 | |
| 18 | Dr. B. Anuja Beatrice | Teacher Representative |  9/11/23 | |

| | | | |
|----|-----------------------------|-------------------------------|---|
| 19 | Mr. P. Rajan | Teacher Representative |  |
| 20 | Mr. C. Julian Gnana Dhas | IQAC Coordinator |  |
| 21 | Dr. N.A. Sheela Selvakumari | IQAC Team member |  |
| 22 | Mr. S. Suresh | IQAC Team member |  |
| 23 | Mr. S. Vetrivel | IQAC Team member |  |
| 24 | Mr. S. Balaji | IQAC Team member |  |
| 25 | Mrs. M. Subhashree | Senior Administrative Officer |  |
| 26 | Ms. A.R. Sri Shaa | Student |  |
| 27 | Mr. C. Syed Farith | Student |  |

The meeting started with the welcome address and the members took up the agenda for the meeting.

Agenda

1. ODD Semester Progress and Internal Academic and Administrative Audit (AAA) Report
2. Quality initiative (Choice Based Credit System, Outcome Based Education, Advanced OBE Implementation)
3. IQAC Portal
4. Action plan for Even Semester
5. AQAR Review
6. NIRF Ranking
7. Discussion

Minutes of the meeting

1. The ODD Semester Progress and Internal Academic and Administrative Audit Report were presented to the members. It was decided to assign targets to the departments for the Even Semester 2023-2024, in order to achieve the Annual target to get full score in NAAC Criteria.

2. The Curriculum Development Cell has been advised to ensure minimum 5 percent new courses are introduced every year. The Heads of the Board of Studies are expected to introduce at least 5 percent new courses each year. These new courses may be incorporated into Discipline-Specific Elective Courses, Generic Elective Courses, or Skill Enhancement Courses.
3. No. of value added courses offered so far in this academic year is 25. The members urged to the respective faculty coordinator that a minimum of 10 new value added courses or MOOCs are added and successfully completed annually for upskilling the students.
4. The members recommended to constitute a committee to review the existing feedback forms as well as to design a new feedback template to collect feedback from academic peers.
5. The Deans and Heads of various departments are advised to facilitate the recruitment process by actively sourcing qualified faculty members to enhance the faculty pool. Additionally, it is recommended that faculty members be treated professionally by the Heads, with support extended to their professional development to improve the retention rate.
6. The In-charge for Research has been advised to oversee the process of providing seed money. Also, the eligible faculty members are encouraged to apply and obtain seed money from management.
7. Proposal for purchasing Plagiarism software has to be submitted to the management.
8. The members insisted assigning targets to the departments for publication of articles in UGC CARE list during the forthcoming even semester. To achieve the targets, Deans and Heads of the departments are requested to identify the interested faculty members and encourage them to write research articles. Besides, the faculty members are encouraged to actively collaborate with their academic peers in other Institutions to carry out research.
9. To foster a research-centric environment, the members strongly recommend organizing a series of faculty development programmes (FDP) in a phased manner for faculty members. The Research In-charge should categorize research scholars (e.g., beginners and those in completion stage) and conduct tailored FDPs for each group.
10. Further, the Research In-charge should regularly review the progress of faculty members pursuing Ph.D. and provide necessary support to facilitate timely completion.
11. The redressal mechanism for student grievances is operated effectively to identify and address any grievances promptly was appreciated by the members.

12. The College is advised to conduct a study and propose the management for implementing project on energy and water conservation and establishing bio gas plant.
13. The Controller of Examinations has been requested to organize conferences on Examination Reforms to introduce transformations in the examination system. This may include implementing rubric assessment for practical courses, thereby mitigating the need for End Semester examinations and alleviating stress levels among students.
14. It has been discussed in the meeting that Quality Circles may be formed to systematically study and address minor problems arising in the College campus.
15. The industrial representative suggested to define and document the processes to achieve the specific targets. Further, he emphasized the importance of assessing the relevance of courses when offering value-added courses. It was suggested that faculty members should have a thorough understanding of current job roles and job descriptions in the industry. This knowledge would serve as valuable input for curriculum development to ensure students are well-prepared to meet industry requirements.
16. The local society member recommended organizing extension activities for transgender community and apply for various projects.
17. Input given by Alumni in adopting strategies to retain the faculty members, establishing KPI for faculty members were welcomed. Additionally, it was proposed to provide orientation and sensitization for students before they embark on internships in companies, reinforcing the purpose and significance of the internship experience.
18. The members approved AQAR 2021-2022 and reviewed AQAR 2022-2023.



IQAC COORDINATOR



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