

### **Minutes of the First Meeting of the IQAC -2014-15**

The First meeting of the IQAC for the year 2014-15 was held on 5th of July 2014 in the Auditorium at 1:00 Pm. which was presided over by IQAC Co-ordinator Assoc Prof. Jayapandian L. and IQAC members

1. Dr. Rekha Sethi(Chairman)
2. Assoc. Prof. Jayapandian L(Coordinator)
3. Dr. S. Shabbeer Basha
4. Assoc. Prof. Tony Lazarus Prem Kumar
5. Dr. Manjula B. K.
6. Assoc. Prof. Kasturi L.
7. Assoc. Prof. Siddarama S.
8. Ms. Savitha V. S. (Librarian)
9. Ms. Roselin
10. Ms. Sujatha Arasu
11. Ms. Jean Saldanha
12. Ms. Anne Aruna Kumari
13. Mr. Navendran D.(System Admin)

#### **Agenda of the Meeting**


1. Orientation for degree students
2. Conducting FDP
3. Discussion of self appraisal system
4. Revision of syllabus from regular to CBCS
5. Discussion on internal examination
6. Initiated the activities of NSS, Rotaract
7. Result Analysis should be done by all departments
8. Discussion on Social responsibilities

#### **The following decisions were taken during the meeting.**

- Decided to Organise orientation program for degree fresher
- The faculty members accepted to attend FDP
- All the Faculty members accepted self appraisal system
- Updation of CBCS system
- Decided to organise awareness program and Polio drive

- Decided to analysis the results
- Decided to provide student kit to economically weaker section of the society

The meeting concluded with the vote of thanks by Ms. Sujatha Arasu.

  
Assoc Prof. Jayapandian L.  
IQAC Co-ordinator

Approved  
  


### **Minutes of the Second Meeting of the IQAC -2014-15**

The Second meeting of the IQAC for the year 2014-15 was held on 30th of January 2015 in the Auditorium at 1:00 Pm. which was presided over by IQAC Co-ordinator Assoc. Prof. Jayapandian L. and IQAC members

1. Dr. Rekha Sethi(Chairman)
2. Assoc. Prof. Jayapandian L(Coordinator)
3. Dr. S. Shabbeer Basha
4. Assoc. Prof. Tony Lazarus Prem Kumar
5. Dr. Manjula B. K.
6. Assoc. Prof. Kasturi L.
7. Assoc. Prof. Siddarama S.
8. Ms. Savitha V. S. (Librarian)
9. Ms. Roselin
10. Ms. Sujatha Arasu
11. Ms. Jean Saldanha
12. Ms. Anne Aruna Kumari
13. Mr. Navendran D.(System Admin)

#### **Agenda of the Meeting**

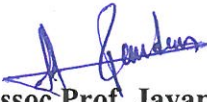
1. Preparation for LIC visit
2. To Discuss about calendar of the events for the academic year
3. Submission of Annual Report
4. To evaluate the departmental activities
5. All the department are urged to finish the student project on time
6. Discussion on research work and publication

#### **The following decisions were taken during the meeting.**

- All the IQAC committee members are agreed to prepare the reports for LIC visit
- Urged departments to prepare the calendar of events for the academic year
- Decided to submit the annual report of 2013-14
- Decided to initiate the activities like Student++ forum, Joy of giving, Common Wealth of Commerce

- Urged to complete the students project within the time
- Information has been provided to all the faculty members to actively take part in research activities

The meeting concluded with the vote of thanks by Ms. Sujatha Arasu.

  
Assoc Prof. Jayapandian L.  
IQAC Co-ordinator

Approved  
  


### **Minutes of the Third Meeting of the IQAC -2014-15**

The Third meeting of the IQAC for the year 2014-15 was held on 13th of March 2015 in the Auditorium at 1:00 Pm. which was presided over by IQAC Co-ordinator Assoc. Prof. Jayapandian L. and IQAC members

1. Dr. Rekha Sethi(Chairman)
2. Assoc. Prof. Jayapandian L(Coordinator)
3. Dr. S. Shabbeer Basha
4. Assoc. Prof. Tony Lazarus Prem Kumar
5. Dr. Manjula B. K.
6. Assoc. Prof. Kasturi L.
7. Assoc. Prof. Siddarama S.
8. Ms. Savitha V. S. (Librarian)
9. Ms. Roselin
10. Ms. Sujatha Arasu
11. Ms. Jean Saldanha
12. Ms. Anne Aruna Kumari
13. Mr. Navendran D.(System Admin)


#### **Agenda of the Meeting**

1. Discussion on Library hours for the students
2. Discussion on paper presentation
3. Submission of records and marks template of internal exams.
4. Parents meet
5. Discussion taken on increase in participation of students in sports at University level

#### **The following decisions were taken during the meeting.**

- All the IQAC committee members are accepted to allot library hours in academic time table
- The IQAC committee has decided to present one paper per semester from individual faculty members
- Decided to submit the student marks template and internal marks to the Co-ordinator
- Decided to call parents meet once in a semester to know the performance of the ward.
- Decided to motivate the students to get involve in sports

The meeting concluded with the vote of thanks by Ms. Sujatha Arasu.

  
Assoc Prof. Jayapandian L.  
IQAC Co-ordinator

Approved

  
  
PRINCIPAL  
SRI BHAGAWAN MAHAVEER JAIN  
FIRST GRADE COLLEGE  
Geetha Road, Robertson, K.G.F-583 124

### Minutes of the Fourth Meeting of the IQAC -2014-15

The Fourth meeting of the IQAC for the year 2014-15 was held on 17th of April 2015 in the Auditorium at 1:00 Pm. which was presided over by IQAC Co-ordinator Assoc. Prof. Jayapandian L. and IQAC members

1. Dr. Rekha Sethi(Chairman)
2. Assoc. Prof. Jayapandian L(Coordinator)
3. Dr. S. Shabbeer Basha
4. Assoc. Prof. Tony Lazarus Prem Kumar
5. Dr. Manjula B. K.
6. Assoc. Prof. Kasturi L.
7. Assoc. Prof. Siddarama S.
8. Ms. Savitha V. S. (Librarian)
9. Ms. Roselin
10. Ms. Sujatha Arasu
11. Ms. Jean Saldanha
12. Ms. Anne Aruna Kumari
13. Mr. Navendran D.(System Admin)

#### **Agenda of the Meeting**

1. Internal Auditing
2. Preparation of best strategic plan and best practice
3. Preparation for Graduation Day and Semester examination
4. Introduction of Value Added Program
5. Blood Donation Camp


#### **The following decisions were taken during the meeting.**


- Decided and finalised the internal auditing Date of all the departments
- Directed to all the departments to prepare the best practice and strategic plan
- Discussion was done for conducting Graduation Day, Date and responsibilities was given to concern faculty members to conduct the Graduation Day
- Decided to make MOU from the companies.
- Decided to organise Blood donation camp by NSS

  
Assoc Prof. Jayapandian L.

**IQAC Co-ordinator**

*Approved*



 **SRI BHAGAVAN NARAYANA (AI)**  
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