



Cardamom Planters' Association College

(Re-accredited with 'B' Grade by NAAC)

Pankajam Nagar, Bodinayakanur - 625 582.



**IQAC - MINUTES OF MEETING
[ACADEMIC YEAR 2019-20]**



INTERNAL QUALITY ASSURANCE CELL

CARDAMOM PLANTERS' ASSOCIATION COLLEGE

Pankajam Nagar, Bodinayakanur- 625 513.

(Re-accredited by NAAC at 'B' Grade with CGPA of 2.85)



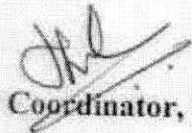
IQAC /2019-20/M/01

Date: 02.07.2019

Meeting Notice

Sir,

The advisory committee meeting of the IQAC will be held on 05.07.2019, Friday, at 3.15 p.m. in the Subburaj Memorial A/c hall to discuss the following agenda.







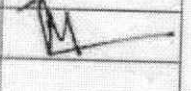

Coordinator, IQAC

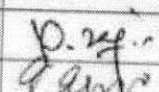

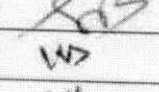

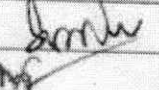
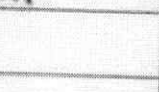
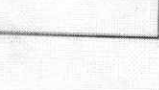
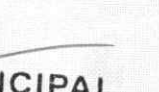
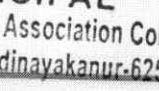

Principal

Agenda

1. Plan of action for the academic year 2019-2020
2. Visiting and Guest faculty
3. Feedback collection
4. NET exam coaching for faculties
5. Community college courses
6. Purchase of computers, printers, etc to departments and office
7. Other matters

To,

Name	Signature
Sri. S.V.Subramanian	
Sri. P.V.Karuppiah	
Sri. S.Ramanathan	
Sri.S.Gnanavel	
Sri.S.Murugan	
Dr. S.Poongundran	
Dr. T. Anbalagan	
Prof. K. Madasamy	
Prof. R. Kumararajan	
Dr. K. Malaichamy	
Prof. C. Muniyandi	
Dr. A. Gnanasekaran	

Name	Signature
Prof. G. Rajmohan	
Dr. C. Gopi	
Dr. K. Krishnan	
Dr. S. Balamurugan	
Dr. K. Siva	
Mrs. G.Mangai	
Ms. N. Nalini	
Mr. S. Sureshkumar	
Mr. M.Sundararaj	
Ms. A.Nisharfathima, III. B.Sc. Mathematics	
CA. R. Jegadeesh	


PRINCIPAL

Cardamom Planters' Association College
Pankajam Nagar, Bodinayakanur-625582



INTERNAL QUALITY ASSURANCE CELL

CARDAMOM PLANTERS' ASSOCIATION COLLEGE

Pankajam Nagar, Bodinayakanur- 625 513.

(Re-accredited by NAAC at 'B' Grade with CGPA of 2.85)



Meeting 1

Date : 05.07.2019

Time : 03.15 p.m.

Venue: Subburaj Memorial A/c hall


Agenda:


1. Plan of action for the academic year 2019-2020
2. Visiting and Guest faculty
3. Feedback collection
4. NET exam coaching for faculties
5. Community college courses
6. Purchase of computers, printers, etc to departments and office
7. Other matters

Minutes:

Hon'ble Principal i/c, Dr. T.Rajakumaran has chaired the meeting and invited all the members and spelt out the agenda for the day's meeting. He asked the Coordinator, IQAC to proceed further in conduction of the meeting. Discussions took place on the agenda and the minutes were recorded as mentioned.

1. The Co-ordinator presented the action taken report of the academic year 2017-2018.
2. The Co-ordinator reported to the members about the revised guidelines of NAAC for the submission of self study report (SSR) and submission of annual quality assurance report (AQAR).
3. The Co-ordinator informed the members about the importance of feedback and it is resolved to obtain from the students, faculty and stakeholders.
4. The coordinator requested the management to provide computer, printer and UPS to all departments and other important forum / cell.
5. The coordinator suggested the chair person and the management to arrange UGC-NET exam coaching to all our self-finance faculty so that it will be easy to qualify for the faculty.
6. It is resolved to purchase new computers, printers and UPS and the same supplied to all the needy departments.
7. It is resolved to organize UGC-NET exam Part-I coaching to all our faculty members by the IQAC.
8. The Chairperson informed the members and the management the importance of boy and girl students discipline, Finally the chairperson conveyed thanks to all the members of IQAC.

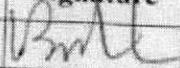
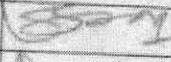






Coordinator, IQAC

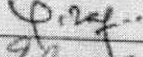


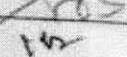






Principal


PRINCIPAL

Cardamom Planters' Association College
Pankajam Nagar, Bodinayakanur-625582

Members present:

Name	Signature
Sri. S.V.Subramanian	
Sri. P.V.Karuppiah	
Sri. S.Ramanathan	
Sri. S.Gnanavel	
Sri. S.Murugan	
Dr. S.Poongundran	
Dr. T. Anbalagan	
Prof. K. Madasamy	
Prof. R. Kumararajan	
Dr. K. Malaichamy	
Prof. C. Muniyandi	
Dr. A. Gnanasekaran	

Name	Signature
Prof. G. Rajmohan	
Dr. C. Gopi	
Dr. K. Krishnan	
Dr. S. Balamurugan	
Dr. K. Siva	
Mrs. G.Mangai	
Ms. N. Nalini	
Mr. S. Sureshkumar	
Mr. M.Sundararaj	
Ms. A.Nisharfathima, III. B.Sc. Mathematics	
CA. R. Jegadeesh	


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CIRCULAR

03.8.2019

The meeting of the Internal Quality Assurance Cell will be held on **21.8.2019** at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the previous IQAC meeting. Also study the action taken and follow up action on the proceedings of the Previous IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Previous IQAC meeting
4. To read and ratify the letter received from UGC, Madurai Kamaraj University, Department of Higher Education, Government of Tamilnadu, Directorate of Collegiate Education, Chennai.
5. To approve the staff left the institution after the previous IQAC meeting
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Previous IQAC meeting
7. To submit and approve the academic calendar for **2019-20**
8. To submit and ratify the audited statement for the financial year 2018-19
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2018-19
10. To submit the result of the Madurai Kamaraj University Examination held at May 2019.
11. To submit the action taken report of the various committees which were held after Previous IQAC meeting
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2018-19) and its improvement
13. Any other points with the permission of the Chair Person


Principal and Chair Person,
IQAC


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PROCEEDINGS OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 21.8.2019 AT 10 AM

CHAired BY:

Principal and Chair Person of IQAC

Members Present:

Sl. No	Name	Signature
1.	S. Ramanathan	
2.	S. Gnanavel	
3.	Dr. C. Elango	
4.	Dr. R. MURUGESAN	
5.	Dr. K. SIVA	
6.	Dr. G. Mangai	
7.	K. KRISHNAN	
8.	Dr. G. RAJMOHAN	
9.	Dr. C. Gopi	
10.	N. Nalini	
11.	A. Gnanasekaran	

Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members

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2. To submit and approve the proceedings of the Previous IQAC meeting. Also study the action taken and follow up action on the proceedings of the Previous IQAC meeting

The following is the Action Taken Report on the decisions of the Previous IQAC meeting held on 16.02.2019

Plan of Action	Action taken
To provide scholarship for the students hail from poor and downtrodden family	The policy for availing scholarship is reviewed and approved. The welfare schemes available are disseminated in induction programme for freshers.
To properly monitor the progress of the Project work done by the students and to encourage the students to publish in the journal	The procedure for effective implementation of projects, viz, the social/ environment relevance of project, the procedure adapted for reviewing the progress of project are reviewed and the staff members are encouraged to take efforts towards the publication of journals by students.
To take stock verification yearly.	It is accorded to conduct stock verification at the end of each academic year.
To maintain the furniture, equipments, building etc. Properly and monitor their maintenance	The policy and procedure adapted for maintenance of all infrastructures are reviewed and its effective implementation is verified.
To put MoUs with Industries and reputed institution for faculty training and students training in the latest equipments available with the Industries and other leading institution	The MoUs with various industries by Institute/ departments and their activities are submitted by Chair Person.
To conduct training program for nonteaching staff also	Training Programme on Office Management and Administration was conducted on 15.07.2019 for Non- teaching staff
To give regular Home work for problematic/ Design subjects to the students and it should be monitored by the HODS	Tutorials and assignments given by course incharge are verified by AAA committee and its report is submitted.
To form a team with advanced learners and slow learners so that the slow learners improve their standard. Advance learners also recall by teaching the slow learners.	This team works good and slow learners are trained by Advance learners.

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After elaborate discussion, the Previous IQAC minutes was approved

Points Discussed	Resolution
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Previous IQAC meeting	Read by the Principal and approved.
4. To read and ratify the letter received from UGC, Madurai Kamaraj University, Department of Higher Education, Government of Tamilnadu, Directorate of Collegiate Education, Chennai	A brief description of the various communications received from UGC, Madurai Kamaraj University, Directorate of Collegiate Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the Previous IQAC meeting	Read and ratified.
6. To approve the staff both teaching and nonteaching appointed through staff selection committee after the Previous IQAC meeting	Read and approved
7. To submit and approve the academic calendar for 2019-20	Read and approved. It is suggested to submit and approve the conduct of various programmes such as Internship, Industrial visit, Guest lecture, workshop, symposium and other social activities

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8. To submit and ratify the audited statement for the financial year 2018-19	Budget, Income & expenditure statement of 2018-19 was presented. It is resolved to accord approval the budget and Income expenditure for the academic year 2018-19.
9. To submit and ratify the proceedings of the Feedback Review committee meeting held in the academic year 2018-19	Read and approved. It is suggested to submit the details of placement made for the academic year 2018-19 and the details of students gone for higher study.
10. To submit the result of the Madurai Kamaraj University Examination held in May 2019	Read and ratified. Techniques to improve the Teaching Learning Process were discussed.
11. To submit the action taken report of the various committees which were held after Previous IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members
12. To submit and discuss the Staff Development program attended by the staff in the last academic year (2018-19) and its improvement	Read and ratified. More staff has to be encouraged to attend workshop/ seminars/ FDPs to upgrade themselves with the recent trends and also advised to utilize the financial support given by management.
13. Any other points with the permission of the Chair Person	<ul style="list-style-type: none">• To submit the minutes of the Academic Audit Committee Report for the academic year 2018-19.• To submit the annual report of e-governance for the academic year 2018-2019


IQAC Coordinator


Principal cum Chair Person


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CIRCULAR


22.01.2020

The meeting of the Internal Quality Assurance Cell will be held on 08.02.2020 at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda:

1. Welcome by the Chair Person.
2. To submit and approve the proceedings of the Previous IQAC meeting. Also study the action taken and follow up action on the proceedings of the Previous IQAC meeting
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Previous IQAC meeting
4. To read and ratify the letter received from UGC, Madurai Kamaraj University, Department of Higher Education, Government of Tamilnadu, Directorate of Collegiate Education, Chennai.
5. To approve the staff left the institution after the Previous IQAC meeting
6. To submit the audit statement for the financial year 2018-19.
7. To submit and approve the budget for the financial year 2020-21
8. To submit the result of the Madurai Kamaraj University Examination held at November 2020.
9. To submit the admission process to be followed for the academic year 2019-20
10. To submit the action taken report of the various committees which were held after Previous IQAC meeting
11. Any other points with the permission of the Chair Person


Principal and Chair Person,
IQAC


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PROCEEDINGS OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON
08.02.2020 AT 10 AM

CHAIRD BY:

Principal and Chair Person of IQAC

Members Present:

Sl. No	Name	Signature
1.	S. Ramarajan	S. Ramarajan
2.	S. Gnanavel	S. Gnanavel
3.	Dr. S. Poongundran	Dr. S. Poongundran
4.	Dr. R. MURUGESAN	Dr. R. MURUGESAN
5.	Dr. C. Gopi	Dr. C. Gopi
6.	K. Krishnan	K. Krishnan
7.	Dr. G. Mangai	Dr. G. Mangai
8.	Dr. G. RAJMOHAN	Dr. G. RAJMOHAN
9.	Dr. K. SIVA	Dr. K. SIVA
10.	N. Nalini	N. Nalini
11.	A. Gnanasekaran	A. Gnanasekaran

Minutes of Meeting:

1. Welcome by the Chair Person - The Chair Person of IQAC welcomed all the members
2. To submit and approve the proceedings of the Previous IQAC meeting. Also study the action taken and follow up action on the proceedings of the Previous IQAC meeting


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The following is the Action Taken Report on the decisions of the IQAC meeting held on 21.8.2019 and the actions taken

Plan of Action	Action taken
To implement various Techniques to improve the Teaching Learning Process.	Three Faculty training programme were conducted, namely, Training on ICT enabled teaching and learning on 11.11.2019, Workshop on "Bloom's Taxonomy: A Planning Tool for Crafting Effective Learning Outcomes" On 21.12.2019 and Faculty Training Programme on 'MOODLE LEARNING MANAGEMENT SYSTEM' on 06.01.2020 through IQAC to enhance the Teaching Learning Process.
More staff has to be encouraged to attend workshop/ seminars/ FDPs to upgrade themselves with the recent trends and also advised to utilize the financial support given by management.	Principal and HoDs have taken the responsibility of encouraging staff for effective utilization of financial support rendered by Management. The list of staff members and the details of programmes attended by them were submitted.
To submit the minutes of the Academic Audit Committee Report for the academic year 2018-19.	The Chair Person informed that the Internal and External Academic and Administrative Audit are regularly conducted in our college to enhance the quality of academic and administrative activities and also make the college to step towards the NAAC Accreditation.
To submit the annual report of e-governance for the academic year 2018-2019	The Annual Report of e-governance are submitted and was appreciated.
To submit and approve the conduct of various programmes such as Internship, Industrial visit, Guest lecture, workshop, symposium and other social activities	The list of co-curricular and extra curricular activities by students as well various programmes conducted in Institute and Department Level were submitted.
To submit the details of placement made for the academic year 2018-19 and the details of students gone for higher study.	The activities by placement cell as well as the details of placement through campus drive and students gone for higher studies were submitted.


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After elaborate discussion, the Previous IQAC minutes is approved

Points Discussed	Resolution
3. Submission of the report by the Chair Person (all activities - academic, co-curricular, extracurricular activities, staff achievement, students achievement, internship by the students, Industry- Institute activities etc) after the Previous IQAC meeting	Read by the Principal and approved. , Academic Expert appreciated the Chair Person for the effective implementation of all academic activities pertaining to students and staff. Industrialist and Academic Expert insisted the R & D activities of faculty members have to be improved through proper training programmes.
4. To read and ratify the letter received from UGC, Madurai Kamaraj University, Department of Higher Education, Government of Tamilnadu, Directorate of Collegiate Education, Chennai.	A brief description of the various communications received from UGC, Madurai Kamaraj University, Directorate of Collegiate Education and Government of Tamilnadu were given by Chair Person along with the action taken reports for all communications. Read and ratified
5. To approve the staff left the institution after the Previous IQAC meeting	Read and ratified.
6. To submit the audit statement for the financial year 2018-19.	Budget, Income & expenditure statement of 2018-19 presented to IQAC members. It is resolved to accord approval the budget and Income expenditure for the academic year 2018-19.
7. To submit and approve the budget for the financial year 2020-21	Budget statement of 2020-21 presented to IQAC members. After the discussion it is resolved to accord approval the budget for the 2020-21.
8. To submit the result of the Madurai Kamaraj University Examination held in November 2019.	Read and ratified. The members of IQAC suggested that all the staff should utilize the modern teaching-learning methodologies such as power point presentation, videos, e learning, case studies, live projects etc so as to equip the students to update themselves and for self learning.
9. To submit the admission process to be followed for the academic year 2019-20	Read and ratified . IQAC members suggested that the current students and alumni are the ambassadors of the college and hence the welfare schemes should be disseminated through them to enhance the admission in forth coming years.
10. To submit the action taken report of the various committees which were held after Previous IQAC meeting	A brief description of the Minutes of meeting received from various academic bodies were given by Chair Person along with the action taken reports for all communications. After the elaborate discussion it was approved by the members.


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11. Any other points with the permission of the Chair Person

Also it was suggested to conduct corona awareness programme for staff members who, in turn, disseminate the knowledge to their mentees.


IQAC Coordinator


Principal cum Chair Person


PRINCIPAL
Cardamom Planters' Association College
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INTERNAL QUALITY ASSURANCE CELL

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IQAC /2019-20/M/02

Date: 10.02.2020

Meeting Notice

Sir,

The advisory committee meeting of the IQAC will be held on 12.02.2020, Wednesday at 03.00 p.m. in the Subburaj Memorial A/c hall to discuss the following agenda.

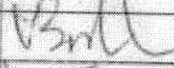












Coordinator, IQAC


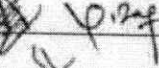











Principal

Agenda

1. AQAR 2018-2019
2. Department Profile
3. Newly appointed staff induction
4. Other matters

To,

Name	Signature
Sri. S.V.Subramanian	
Sri. P.V.Karuppiyah	
Sri. S.Ramanathan	
Sri.S.Gnanavel	
Sri.S.Murugan	
Dr. S.Poongundran	
Dr. T. Anbalagan	
Prof. K. Madasamy	
Prof. R. Kumararajan	
Dr. K. Malaichamy	
Prof. C. Muniyandi	
Dr. A. Gnanasekaran	
Dr.A.Maheswaran	

Name	Signature
Dr. R.Murugesan	
Prof. G. Rajmohan	
Dr. C. Gopi	
Dr. K. Krishnan	
Dr. S. Balamurugan	
Dr. K. Siva	
Mrs. G.Mangai	
Ms. N. Nalini	
Mr. S. Sureshkumar	
Mr. M.Sundararaj	
Ms. A.Nisharfathima, III. B.Sc. Mathematics	
CA. R. Jegadeesh	


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Meeting 2

Date : 12.02.2020

Time : 03.00 p.m.

Venue: Subburaj Memorial A/c hall

Agenda:

1. AQAR 2018-2019
2. Department Profile
3. Newly appointed staff induction
4. Other matters

Minutes:

The meeting began with silent prayer. Hon'ble Principal i/c, Dr.T.Rajakumaran welcomed the committee members and he asked the Coordinator, IQAC to proceed further in conduction of the meeting. The Coordinator spelt out the agenda for the day's meeting. Discussions took place on the agenda and the minutes were recorded as mentioned.

1. The Co-ordinator reported to the members about 3rd cycle of CPA College NAAC work and the importance of revised guidelines of NAAC for SSR and AQAR preparation and upload.
2. The coordinator explained the role of every department, office and other bodies for AQAR work for the year 2018-2019. It is resolved to submit the relevant components for every department, office and other bodies to submit the data and documents to IQAC on or before 25th February 2020.
3. The coordinator suggested to the chairperson to conduct induction programme for the newly appointed staffs.
4. The coordinator insisted the management and the chairperson to take immediate steps to register the alumni association of our college, the alumni member of IQAC Mr. R. Jegadeesh assured o the chairperson hat he will register alumni association within week's time.
5. The coordinator explained about the new college website development work taken by the IQAC, and other essential initiatives to meet the 3rd cycle of NAAC A&A work.
6. The student member Ms.A.Nishar Fathima requested the college management to construct additional toilet facilities to girl students.
7. The Chairperson informed the members and the management the importance of boy and girl students discipline, exclusive rooms for self-finance Botany, Physics labs , museum, and Food processing lab, EDC, open auditorium accommodates the capacity of 2000.


PRINCIPAL

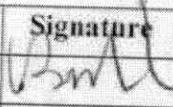








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






8. It is resolved to amend procedures, policies for every aspect of college and code of conduct for Management, Principal, Faculty, Non-Teaching staff and students.
9. The senior member Dr S.Poongundran requested the management to make visit to other colleges for spade work.
10. The President of college assured to support all the initiatives with finance and others and advised the principal and all staff to wear college ID, do extra hour work for NAAC work at our college.
11. Finally the chairperson conveyed thanks to all the members of IQAC.


Coordinator, IQAC


Principal

Members present

Name	Signature
Sri. S.V.Subramanian	
Sri. P.V.Karuppiyah	
Sri. S.Ramanathan	
Sri. S.Gnanavel	
Sri. S.Murugan	
Dr. S.Poongundran	
Dr. T. Anbalagan	
Prof. K. Madasamy	
Prof. R. Kumararajan	
Dr. K. Malaichamy	
Prof. C. Muniyandi	
Dr. A. Gnanasekaran	
Dr. A.Maheswaran	

Name	Signature
Dr. R.Murugesan	
Prof. G. Rajmohan	
Dr. C. Gopi	
Dr. K. Krishnan	
Dr. S. Balamurugan	
Dr. K. Siva	
Dr. G.Mangai	
Ms. N. Nalini	
Mr. S. Sureshkumar	
Mr. M.Sundararaj	
Ms. A.Nisharfathima, III. B.Sc.*Mathematics	
CA. R. Jegadeesh	


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INTERNAL QUALITY ASSURANCE CELL

CARDAMOM PLANTERS' ASSOCIATION COLLEGE

Pankajam Nagar, Bodinayakanur- 625 513.

(Re-accredited by NAAC at 'B' Grade with CGPA of 2.85)



IQAC /2019-20/M/03

Date: 24.02.2020

Meeting Notice

Sir,

NAAC committee members meeting will be held on 25.02.2020, Tuesday at 10.30 a.m. in the Subburaj Memorial A/c hall to discuss the following agenda.

Special Invite: Dr. N. Muthuchelvan, Principal, SBK College, Aruppukottai













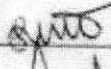
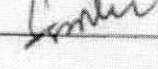

Coordinator, IQAC


Principal

Agenda

1. NAAC
2. Others

To,

Name	Designation	Signature
Dr.S.Sivakumar	IQAC Coordinator	
Dr.K.Krishnan	NAAC Coordinator	
Dr.A.Maheswaran	NAAC Criterion I - Coordinator	
Dr.R.Murugesan	NAAC Criterion II - Coordinator	
Dr.C.Gopi	NAAC Criterion III - Coordinator	
Dr.S.Balamurugan	NAAC Criterion IV - Coordinator	
Mr.G.Rajmohan	NAAC Criterion V - Coordinator	
Mr.K.Madasamy	NAAC Criterion VI - Coordinator	
Mr.C.Muniyandi	NAAC Criterion VII - Coordinator	
Dr.A.Sujatha	NAAC Committee Member	
Dr.S.Senthilkumar	NAAC Committee Member	
Dr.C.Palanivelrajan	NAAC Committee Member	
Mr.R.Kabesh	NAAC Committee Member	
Dr.G.Ravindran	NAAC Committee Member	
Mr.S.Sureshkumar	NAAC Committee Member	


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Meeting 3

Date : 25.02.2020

Time : 10.30 a.m.

Venue: Subburaj Memorial A/c hall

Agenda:

1. NAAC
2. Other matters

Minutes:

NAAC Committee members special meeting organized by IQAC on 25.02.2020 at 10.30 a.m. Subburaj memorial a/c hall.

- Dr. N. Muthuselvan, Principal, SBK College, Aruppukottai, invited as special invitee.
- Chairperson Dr. T. Rajakumaran welcomed the committee members and narrated the importance of the meeting.
- IQAC coordinator asked the special invitee to address to the NAAC committee members and senior professors about walkthrough of SBK college NAAC 3rd cycle accreditation work and corresponding peer team visit.
- His address explores the details of college, department faculty and management role during NAAC accreditation process and stressed the importance of extension and outreach activities.
- Members posed lot of questions to the special invitee, he answered with his experiences.
- Senior professor Dr. S. Poonkundan conveyed thanks to members, special invitee, principal and IQAC coordinator.

Coordinator, IQAC

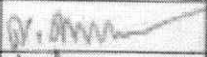









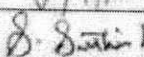


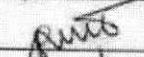
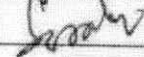
Principal

PRINCIPAL

Cardamom Planters' Association College
Pankajam Nagar, Bodinayakanur-625582.

Dr: 25.02.2020

Members present

Name	Designation	Signature
Dr.N.Muthuselvan	Principal, SBK College, Aruppukottai	
Dr.S.Sivakumar	IQAC Coordinator	
Dr.K.Krishnan	NAAC Coordinator	
Dr.A.Maheswaran	NAAC Criterion I - Coordinator	
Dr.R.Murugesan	NAAC Criterion II - Coordinator	
Dr.C.Gopi	NAAC Criterion III - Coordinator	
Dr.S.Balamurugan	NAAC Criterion IV - Coordinator	
Mr.G.Rajmohan	NAAC Criterion V - Coordinator	
Mr.K.Madasamy	NAAC Criterion VI - Coordinator	
Mr.C.Muniyandi	NAAC Criterion VII - Coordinator	
Dr.A.Sujatha	NAAC Committee Member	
Dr.S.Senthilkumar	NAAC Committee Member	
Dr.C.Palanivelrajan	NAAC Committee Member	
Mr.R.Kabesh	NAAC Committee Member	
Dr.G.Ravindran	NAAC Committee Member	
Mr.S.Sureshkumar	NAAC Committee Member	
Dr. S. Paanjundran	(Senior Professor), WOD of Maths	



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Action Taken Report 2019-2020

Meeting No.	Date	Decision	Action taken
1	05.07.2019	Proposed to conduct FDP on preparation of UGC-NET paper I	IQAC conducted a FDP on preparation of UGC-NET paper I on 29.10.2019.
		To provide separate room and new computer with internet facility to CGPC & IAS Academy	Separate room and new computer with internet facility provided to CGPC & IAS Academy
2	12.02.2020	Proposed to conduct faculty induction programme to newly joined faculty	IQAC conducted a faculty induction programme – 2020 on 24.02.2020
		Propose to provide new computers & printers to all departments	21 computers, 20 printers purchased and provided to all departments
3	25.02.2020	Proposed to submit AQAR 2018-2019	AQAR 2018-2019 submitted on 13.03.2020

Co-ordinator, IQAC

Principal

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Plan of action 2019-2020

S.No.	Plan of Action	Outcome Achieved
1	Proposed to organize student induction programme to all new entrants.	Organized student induction programme to all the first year students for seven days from 24.06.2019 to 02.07.2019
2	Proposed to conduct FDP on preparation of UGC-NET Paper I	IQAC conducted a FDP on preparation of UGC-NET Paper I on 29.10.2019.
3	To provide separate room and new computer with internet facility to CGPC & IAS Academy	Separate room and new computer with internet facility provided to CGPC & IAS Academy
4	Proposed to conduct faculty induction programme to newly joined faculty	IQAC conducted a faculty induction programme – 2020 on 24.02.2020
5	Propose to provide new computers & printers to all departments	21 computers, 20 printers purchased and provided to all departments
6	Proposed to submit AQAR 2018-2019	AQAR 2018-2019 submitted on 13.03.2020

Co-ordinator, IQAC

Principal

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