

CARDAMOM PLANTERS' ASSOCIATION COLLEGE

Pankajam Nagar, Bodinayakanur- 625 513. (Re-accredited by NAAC at 'B' Grade with CGPA of 2.85)



IQAC /2023-2024/M/01

Date:16.06.2023

Meeting Notice

Sir.

The advisory committee meeting of the IQAC will be held on 19.06.2023 at 11.00 a.m. in the Conference Hall to discuss the following agenda.

Agenda

- 1. IQAC action taken report 2022-2023
- 2. Feedback review report 2022-2023
- 3. Plan of action for the academic year 2023-2024
- 4. Approve academic calendar
- 5. Student Induction Programme 2023
- 6. Golden jubilee year
- 7. NAAC
- 8. Self-appraisal report 2022-2023
- 9. Other matters

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Bull
Sri. S. Ramanathan	Recon
Sri. R. Purushothaman	120
Sri. S. Gnanavel	Am
Sri. S. Murugan	
Prof. R. Kumararajan	318
Dr. A. Maheswaran	Mule
Dr. C. Muniyandi	cun
Dr. A. Gnanasekaran	Shep.
Dr. G. Rajmohan	P. 22.
Dr. C. Gopi	of Type

Name	Signature
Dr. K. Krishnan	In.
Dr. S. Balamurugan	C.BAN
Dr. K. Nithyanandakumari	Kundle
Dr. G.Mangai	GManger
Dr. K. Siva	12. 2
Dr. L. Alamelu	on tem
Dr. S. Senthilkumar	8.8 Thicky
Mr. S. Sureshkumar	Sombo
Mr. S.G. Yuvarajsekaran	X
Mr. J. Athavan III. B.Sc. Computer Science	J. Lithan
CA. R. Jegadeesh	RAN-1-



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Meeting 1

Date : 19.06.2023 Time : 11.00 a.m.

Agenda:

- 1. IQAC action taken report 2022-2023
- 2. Feedback review report 2022-2023
- 3. Plan of action for the academic year 2023-2024
- 4. Approve academic calendar
- 5. Student Induction Programme 2023
- 6. Golden jubilee year
- 7. NAAC
- 8. Self-appraisal report 2022-2023
- 9. Other matters

Minutes:

The meeting was chaired by **Dr. S. Sivakumar**, Principal (i/c), who welcomed all members and presented the agenda for the day. The IQAC Coordinator facilitated the discussions, and the following decisions were recorded:

- The IQAC Coordinator presented the IQAC Action Taken Report for the academic year 2022-2023.
- The Stakeholder Feedback Report for 2022-2023 was presented, and the proceedings of the Feedback Review Committee were ratified.
- 3. The Academic Calendar for 2023-2024 was read and approved.
- 4. A proposal to organize the **Student Induction Programme** for first-year students was discussed and approved, with the following coordinators appointed:
 - · Dr. K. Siva
 - · Dr. S. Senthilkumar
 - · R. Abishek
- 5. The Chairperson proposed celebrating the college's Golden Jubilee Year, with the resolution to:
 - Conduct a Mini Marathon in the third week of July to commemorate the milestone.
 - Raise awareness about Anti-Drug Initiatives.
- 6. Departments, cells, and associations were instructed to prepare Annual/Yearly Plans based on the academic calendar.
- 7. The Chairperson emphasized initiating NAAC work during this academic year and conducting a Faculty Development Programme (FDP) on NAAC processes for faculty.
- 8. Members were reminded to submit **Teaching Staff Self-Appraisal Reports** for 2022-2023 to the IOAC.
- 9. **S.G. Yuvarajsekaran** proposed a **Training Programme for Non-Teaching Staff** under the Staff Development Program, which was approved to enhance their skills.

The meeting concluded with thanks extended to the Chair and participants.

Kuh

Principal

Coordinator, IOAC website: www.cpacollege.org | Email: iqac@cpacollege.org

Name	Signature
Sri. S.V. Subramanian	Vsml
Sri. S. Ramanathan	Recei
Sri. R. Purushothaman	200
Sri. S. Gnanavel	Grun
Sri. S. Murugan	600
Prof. R. Kumararajan	506
Dr. A. Maheswaran	Mou
Dr. C. Muniyandi	Cun
Dr. A. Gnanasekaran	8/m/
Dr. G. Rajmohan	6.2g
Dr. C. Gopi	9-9m

Name	Signature
Dr. K. Krishnan	h.
Dr. S. Balamurugan	S. BA
Dr. K. Nithyanandakumari	K-walle
Dr. G.Mangai	GMange
Dr. K. Siva	12.6
Dr. L. Alamelu	ON: 2Pm
Dr. S. Senthilkumar	8.8 5 hicha
Mr. S. Sureshkumar	Grown
Mr. S.G. Yuvarajsekaran	18
Mr. J. Athavan III. B.Sc. Computer Science	J. Athar
CA. R. Jegadeesh	R. Fresh



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IQAC /2023-2024/M/02

Date:24.08.2023

Meeting Notice

Sir,

The advisory committee meeting of the IQAC will be held on 29.08.2023 at 11.00 a.m. in the Conference Hall to discuss the following agenda.

Agenda

- 1. Value added course
- 2. IPR Program
- 3. Remedial coaching
- 4. Student centric methods
- 5. E-content
- 6. AQAR
- 7. Other matters

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Kull
Sri. S. Ramanathan	Sheer
Sri. R. Purushothaman	200
Sri. S. Gnanavel	Stur
Sri. S. Murugan	1
Prof. R. Kumararajan	316
Dr. A. Maheswaran	Mm
Dr. C. Muniyandi	cm
Dr. A. Gnanasekaran	Ster
Dr. G. Rajmohan	Q. 200.
Dr. C. Gopi	2.9xxx

Name	Signature
Dr. K. Krishnan	1
Dr. S. Balamurugan	S. Bal
Dr. K. Nithyanandakumari	K. will o
Dr. G.Mangai	GMange:
Dr. K. Siva	12.5
Dr. L. Alamelu	ON HOT
Dr. S. Senthilkumar	84=14
Mr. S. Sureshkumar	Jane
Mr. S.G. Yuvarajsekaran	1
Mr. J. Athavan III. B.Sc. Computer Science	J. Athan
CA. R. Jegadeesh	Rale



CARDAMOM PLANTERS' ASSOCIATION COLLEGE

Pankajam Nagar, Bodinayakanur- 625 513. (Re-accredited by NAAC at 'B' Grade with CGPA of 2.85)



Meeting 2

Date : 29.08.2023 Time : 11.00 a.m.

Agenda:

- 1. Value added course
- 2. IPR Program
- 3. Remedial coaching
- 4. Student centric methods
- 5. E-content
- 6. AQAR
- 7. Other matters

Minutes:

The meeting was chaired by **Dr. S. Sivakumar**, Principal (i/c), who welcomed all members and presented the agenda for the day. The IQAC Coordinator facilitated the discussions, and the following decisions were recorded:

- The IQAC Coordinator proposed conducting Value-Added Courses for the academic year 2022-2023. Departments that have not initiated these courses were advised to start them.
- 2. **Dr. K. Krishnan** highlighted the importance of **Intellectual Property Rights (IPR)** awareness among faculty and students. It was resolved to organize seminars and workshops on IPR during this academic year.
- The IQAC Coordinator suggested implementing student-centric methods to address the needs of both advanced and slow learners, including Remedial Coaching for slow learners.
- 4. **Dr. K. Nithyanandakumari** recommended that faculty members create and submit **e-content** for the current semester through the e-content development cell.
- 5. The IQAC Coordinator urged the submission of data from various departments, cells, associations, and forums for the academic years 2021-2022 and 2022-2023 to facilitate the preparation of the AQAR (Annual Quality Assurance Report) for both years.

The meeting concluded with thanks extended to the Chair and participants.

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Vant
Sri. S. Ramanathan	Remer
Sri. R. Purushothaman	200
Sri. S. Gnanavel	67mm
Sri. S. Murugan	1
Prof. R. Kumararajan	216
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Dr. C. Muniyandi	cun
Dr. A. Gnanasekaran	2000
Dr. G. Rajmohan	V. 200
Dr. C. Gopi	1.9mm

Name	Signature
Dr. K. Krishnan	m
Dr. S. Balamurugan	9.BL
Dr. K. Nithyanandakumari	kuille
Dr. G.Mangai	Mane
Dr. K. Siva	K.K.
Dr. L. Alamelu	DN. Hr
Dr. S. Senthilkumar	8. Sentinky
Mr. S. Sureshkumar	Jones
Mr. S.G. Yuvarajsekaran	8
Mr. J. Athavan III. B.Sc. Computer Science	J. Atta
CA. R. Jegadeesh	Rahr



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IQAC /2023-2024/M/03

Date: 8.12.2023

Meeting Notice

Sir.

The advisory committee meeting of the IQAC will be held on 11.12.2023 at 11.00 a.m. in the Conference Hall to discuss the following agenda.

Agenda

- 1. AQAR
- 2. NIRF
- 3. New website for college
- 4. Student centric methods
- 5. ICT teaching
- 6. FDP
- 7. Solar plant
- 8. Other matters

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Port
Sri. S. Ramanathan	Luce
Sri. R. Purushothaman	Dan
Sri. S. Gnanavel	Stur
Sri. S. Murugan	fort
Prof. R. Kumararajan	316
Dr. A. Maheswaran	Man
Dr. C. Muniyandi	cun
Dr. A. Gnanasekaran	244
Dr. G. Rajmohan	p.24.
Dr. C. Gopi	2 9mm

Name	Signature
Dr. K. Krishnan	1
Dr. S. Balamurugan	SBA
Dr. K. Nithyanandakumari	Kirill o
Dr. G.Mangai	GManer
Dr. K. Siva	14. 45
Dr. L. Alamelu	ON Jan
Dr. S. Senthilkumar	8-85cm hz
Mr. S. Sureshkumar	June
Mr. S.G. Yuvarajsekaran	a
Mr. J. Athavan III. B.Sc. Computer Science	J. Athan
CA. R. Jegadeesh	R-July



CARDAMOM PLANTERS' ASSOCIATION COLLEGE

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Meeting 3

Date : 11.12.2023 Time : 11.00 a.m.

Agenda:

- 1. AQAR
- 2. NIRF
- 3. New website for college
- 4. ICT teaching
- 5. FDP
- 6. Solar plant
- 7. Other matters

Minutes:

The meeting was chaired by **Dr. S. Sivakumar**, Principal, who welcomed all members and presented the agenda for the day. The IQAC Coordinator and members congratulated Dr.S.Sivakumar on his appointment as Principal. The IQAC Coordinator facilitated the discussions, and the following decisions were recorded:

- The IQAC Coordinator proposed the submission of AQAR for the academic years 2021-2022 and 2022-2023. It was resolved to complete the submission by the end of January 2024.
- Dr. K. Krishnan proposed submitting the NIRF 2024 report, and it was resolved to complete the submission by the end of January 2024.
- A proposal was made by the IQAC Coordinator to revamp the college's website, ensuring
 it aligns with current technologies and NAAC requirements. The new website will:
 - o Include admin portal for staff, departments, and various forums.
 - o Facilitate student, alumni, teacher, and employer feedback collection online.
 - o Incorporate dedicated sub-sites for the library and alumni.

It was resolved to proceed with the development of the new website.

- Members were encouraged to use online ICT tools for teaching. It was resolved to conduct an FDP focused on ICT tools to enhance classroom teaching methods.
- The Chairperson proposed the establishment of a solar plant on campus. It was resolved
 to install the solar plant on the rooftop of the library building.

The meeting concluded with thanks extended to the Chair and participants.

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Vsml
Sri. S. Ramanathan	Rayer
Sri. R. Purushothaman	- CANA
Sri. S. Gnanavel	Fram
Sri. S. Murugan	1
Prof. R. Kumararajan	916.
Dr. A. Maheswaran	Mulh
Dr. C. Muniyandi	cun
Dr. A. Gnanasekaran	THEY
Dr. G. Rajmohan	6. rej
Dr. C. Gopi	2 gran

Name	Signature
Dr. K. Krishnan	1
Dr. S. Balamurugan	CRA
Dr. K. Nithyanandakumari	Kikill o
Dr. G.Mangai	Callanes
Dr. K. Siva	12.2
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Dr. S. Senthilkumar	8.8-hi km
Mr. S. Sureshkumar	Couls
Mr. S.G. Yuvarajsekaran	X
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CA. R. Jegadeesh	R pelin



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IQAC /2023-2024/M/04

Date:28.02.2024

Meeting Notice

Sir,

The advisory committee meeting of the IQAC will be held on 01.03.2024 at 11.00 a.m. in the Conference Hall to discuss the following agenda.

Agenda

- 1. NAAC IIQA
- 2. AISHE 2022-2023
- 3. Internal and external audit
- 4. Feedback collection
- 5. Green audit, energy audit, environment audit
- 6. Other matters

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Bonle
Sri. S. Ramanathan	Rever
Sri. R. Purushothaman	M
Sri. S. Gnanavel	Grun
Sri. S. Murugan	
Prof. R. Kumararajan	318
Dr. A. Maheswaran	Mu
Dr. C. Muniyandi	cur
Dr. A. Gnanasekaran	Sheet
Dr. G. Rajmohan	φ. 20g.
Dr. C. Gopi	7- 2m

Name	Signature
Dr. K. Krishnan	1.
Dr. S. Balamurugan	S.B
Dr. K. Nithyanandakumari	K.wille
Dr. G.Mangai	Glangn
Dr. K. Siva	K.
Dr. L. Alamelu	ow. Hr
Dr. S. Senthilkumar	9.8=L= L=
Mr. S. Sureshkumar	Joseph
Mr. S.G. Yuvarajsekaran	8
Mr. J. Athavan III. B.Sc. Computer Science	J. Altrar
CA. R. Jegadeesh	reming



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Meeting 4

Date : 01.03.2024 Time : 11.00 a.m.

Agenda:

- 1. NAAC-IIQA
- 2. AISHE 2022-2023
- 3. Internal and external audit
- 4. Feedback collection
- 5. Green audit, energy audit, environment audit
- 6. Other matters

Minutes:

The meeting was chaired by **Dr. S. Sivakumar**, Principal, who welcomed all members and presented the agenda for the day. The IQAC Coordinator facilitated the discussions, and the following decisions were recorded:

- The NAAC Coordinator proposed submitting the Institutional Information for Quality
 Assessment (IIQA) for NAAC. It was resolved to complete the submission by May
 2024.
- The IQAC Coordinator proposed submitting the All India Survey on Higher Education (AISHE) 2022-2023, and it was resolved to ensure its timely submission.
- It was proposed and resolved to conduct both internal and external audits.
- The IQAC Coordinator recommended collecting feedback for the academic year 2023-2024. It was resolved to collect feedback during the last working week of the academic year.
- Dr. K. Krishnan proposed conducting a Green Audit, Energy Audit, and Environmental Audit for the academic year 2023-2024. It was resolved to carry out these audits in May 2024.
- Dr. K. Krishnan also proposed giving cash awards to faculty for significant academic
 achievements, including acquiring Ph.D. degrees, producing Ph.D. scholars, and
 publishing research papers in UGC CARE-listed journals. It was resolved to present these
 awards during the College Day celebrations.

The meeting concluded with thanks extended to the Chair and participants.

Coordinator, IQAC

Principal

Name	Signature
Sri. S.V. Subramanian	Rent
Sri. S. Ramanathan	Rosee
Sri. R. Purushothaman	200
Sri. S. Gnanavel	Gum
Sri. S. Murugan	1
Prof. R. Kumararajan	216
Dr. A. Maheswaran	Mus
Dr. C. Muniyandi	Cun
Dr. A. Gnanasekaran	Sher
Dr. G. Rajmohan	6. 2aj
Dr. C. Gopi	1. 2m

Name	Signature
Dr. K. Krishnan	1
Dr. S. Balamurugan	SIB
Dr. K. Nithyanandakumari	Krivilla
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Dr. K. Siva	14.
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Mr. S. Sureshkumar	Sonh
Mr. S.G. Yuvarajsekaran	1
Mr. J. Athavan III. B.Sc. Computer Science	J. Athan
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