



**THANTHAI HANS ROEVER COLLEGE**  
**(AUTONOMOUS)**  
(Re-Accredited by NAAC with B<sup>++</sup>, Affiliated to Bharathidasan University)  
**PERAMBALUR - 621 220.**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

MEETING MINUTES  
**2019-2020**

**Date** : 12.06.2019

**Time** : 2.30 p.m

**Venue** : Board Room

The First meeting of the academic year 2019-20 was held on June 12<sup>th</sup> 2019. The coordinator welcomes the members

**Meeting Agenda:**

1. Action taken report of the academic year 2018-19.
2. AQAR Report Preparation
3. Affirmation of new in charges

**Action taken report of the academic year 2018-19.**


The Coordinator readout the report as follows.


1. All the Research department faculties are published their work in UGC /SCOPUS referred Journal.
2. Two Research proposals submitted to TNSCST and DST funding agencies.
3. Three Departments namely Biotechnology, English and Physics organized International Conference.

**Minutes of the Meeting:**

1. To continue the Bridge Course in English to improve students knowledge
2. To continue with the policy of encouraging students and teachers to participate in seminars and workshops.

3. To encourage students to prepare projects, assignments, power point presentations, etc.
4. To improve the research activities.
5. To conduct more number of Seminars, Workshops, Symposia and Conferences, at least one in each department ( National Level / International Level)
6. To encourage the students asked to join Diploma and Certificates courses offered by the departments.
7. The HOD's are asked to tie-up with industries in the form of MOU.

  
Signature of the IQAC Coordinator

  
Signature of the Principal



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of the Meeting and Action Taken Report**  
**(Even semester- 2019-2020)**

**Date** : 12.12.2019

**Time** : 2.30 p.m

**Minutes of the Meeting:**

The IQAC held the meeting of the teaching faculty was held on 12.12.2019 at 2.30 p.m. in the IQAC Cell. 16 members were present at the time.


**Resolutions adopted in IQAC meetings and complied with:**


1. Regarding of the minutes of previous meeting and confirmation.
2. Review of the workload distribution and Teaching Plans. All the HOD presented in brief the distribution of workload that was finalized in the departmental meeting.
3. Different Seminars, Events are planned and executed by the respective faculty.
4. Result Analysis of the previous examinations was done by respective departments. Remedial Coaching classes were organized for the poor students.
5. The Research committee was asked to make and send the proposal to get financial assistance for the national/state level seminars. The IQAC look after the development of the faculty, students in this regards. The proposals were made by the proposal committee with help of concerned HODs.
6. It is also resolved that IQAC be given the responsibility to obtain information from the Departments on necessary corrective measures adopted by them on Student Feedback report. As suggested by the previous NAAC peer team IQAC shall conduct a survey on

students' satisfaction on various issues relating to infrastructure, communication and other facilities available through the Department and University.

7. The AQAR was placed before the Governing Body and then submitted to the NAAC office, Bangalore. An acknowledgement has been received.

Meeting ended with concluding remarks by the Principal.

  
Signature of the IQAC Coordinator

  
Signature of the Principal