



Minutes of the Meeting

2020-2021

Date : 19-06-2020

Time : 2.30 p.m

Minutes of the Meeting: (Google Meet)

The IQAC meeting of the teaching faculty was held on 19-06-2020 at 2.30 p.m. through Google Meet (online Meeting)

The Following members were present:

- | | |
|-----------------------------------|--------------------------|
| 1. Dr.A.Saleem Batcha (Principal) | - Chairperson |
| 2. Dr.K.A.Jeyanthi | - Co-ordinator |
| 3. Mr.U.Vivek | - Member |
| 4. Mr.S.Natarajan | -Member |
| 5. Ms.B.Chitradevi | - Member |
| 6. Dr.M.Vaneedharan | - Member |
| 7. Dr.K.Mahalakshmi | -Member |
| 8. Dr.R.Selvi | - Member |
| 9. Dr.S.Suresh | - Member |
| 10. Dr.N.Muruganatham | - Member |
| 11. Mr.K.Ramanathan | - Member |
| 12. Mr.T.Tamil Kumar | - Member |
| 13. Ms.R.Rathika | -Member |
| 14. Prof.A.Mahendiran | - Administrative Officer |
| 15. Dr.A.Murugesan | - Administrative Officer |
| 16. Mr.N.Thinakaran | -Administrative Officer |
| 17. Mrs.D.Lavanya | - Administrative Officer |

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. Online class during COVID-19 pandemic
5. Organize events in the Covid Scenario.
6. Enhancing ICT Facilities and Infrastructure for online teaching.
7. To submit online class report to the principal every week.
8. To prepare Outcome Based Education Syllabus for UG & PG Programmes.

Action Taken:

1. As per the recommendation of IQAC, ICT Facilities and infrastructure for online teaching were revamped by installing new computer servers.
2. IQAC Recommended to the college management to increase the number of smart classroom in the college for effective teaching learning process.

Meeting ended with concluding remarks by the Principal.

K. A. Jm
IQAC Coordinator

Co-ordinator
Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.

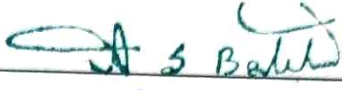
[Signature]
Principal
PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.

IQAC Members meeting

Venue: Board Room

Date: 19-06-2020

Time: 2.30 p.m

S.No	Name	Signature
1	Dr.A.Saleem Batcha (Principal)	
2	Dr.K.A.Jeyanthi	K. A. Jeyanthi
3	Mr.U.Vivek	U. Vivek
4	Mr.S.Natarajan	S. Natarajan
5	Ms.B.Chitradevi	B. Chitradevi
6	Dr.M.Vaneedharan	M. Vaneedharan
7	Dr.K.Mahalakshmi	K. Mahalakshmi
8	Dr.R.Selvi	R. Selvi
9	Dr.S.Suresh	S. Suresh
10	Dr.N.Muruganatham	N. Muruganatham
11	Mr.K.Ramanathan	K. Ramanathan
12	Mr.T.Tamil Kumar	T. Tamil Kumar
13	Ms.R.Rathika	R. Rathika
14	Mr.N.Thinakaran	N. Thinakaran
15	Mrs.D.Lavanya	D. Lavanya
16	Prof.A.Mahendiran	A. Mahendiran
17	Dr.A.Murugesan	A. Murugesan



THANTHAI HANS ROEVER COLLEGE
(An Autonomous Institution, Affiliated to Bharathidasan University)
(Re-Accredited by NAAC)
PERAMBALUR – 621 220, TAMILNADU
www.roevercollege.ac.in E.Mail : iqac@roevercollege.ac.in



Internal Quality Assurance Cell

(2020-2021)

Minutes of the Meeting

Date : 07-09-2020

Time : 2.30 p.m

Minutes of the Meeting: (Google Meet)

The IQAC meeting of the teaching faculty was held on 07-09-2020 at 2.30 p.m. through Google Meet.

The Following members were present:

- | | |
|-----------------------------------|--------------------------|
| 1. Dr.A.Saleem Batcha (Principal) | - Chairperson |
| 2. Dr.K.A.Jeyanthi | - Co-ordinator |
| 3. Mr.U.Vivek | - Member |
| 4. Mr.S.Natarajan | -Member |
| 5. Ms.B.Chitradevi | - Member |
| 6. Dr.M.Vaneedharan | - Member |
| 7. Dr.K.Mahalakshmi | -Member |
| 8. Dr.R.Selvi | - Member |
| 9. Dr.S.Suresh | - Member |
| 10. Dr.N.Muruganatham | - Member |
| 11. Mr.K.Ramanathan | - Member |
| 12. Mr.T.Tamil Kumar | - Member |
| 13. Ms.R.Rathika | -Member |
| 14. Mr.N.Thinakaran | -Administrative Officer |
| 15. Mrs.D.Lavanya | - Administrative Officer |

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. We will plan to submit online class report to the principal every week.
5. To carryout Autonomous Extension work and plan to submit the report to the University before November 1st Week.
6. Regarding the BOS, all the departments asked to Revised their syllabus and also adapt the TANSCHÉ syllabus as per the norms.
7. To Introduce Professional English course in Ist & IInd Semester for their syllabus
8. Regarding the Examination reforms, we will plan to introduce 20 MCQ's in Section- A instead of Two Marks Questions.
9. Controllers of Examinations are asked to prepare question bank for all the papers.
10. Faculty members asked to prepare E-Content for their subjects.
11. To introduce the Income generated programme in all Departments
12. We will plan to conduct internal & External Audi between 27th to 30th October.
13. All the Staff members are asked to publish UGC Care Listed Journals.
14. To encourage the staff members to apply funded projects
15. We will plan to conduct FDP on 08-10-2020.

Meeting ended with concluding remarks by the Principal.

K.A. Jm
IQAC Coordinator

Co-ordinator
Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.

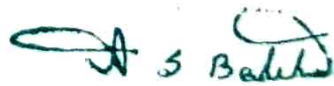
A. S. Balakrishnan
Principal

PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.

Action Taken :

1. Minutes of the Previous meeting were confirmed.
2. Department workload and subject allocation were planned.
3. Faculty members published UGC Care listed journals.
4. Every week of Online Attendance report collected and reviewed with All the Heads of the Department
5. Meeting of Criterion coordinators was conducted in preparation for Autonomous Extension
6. Academic Internal and External audit was conducted.
7. As per CDC Cell guidance Profession English course were introduced.
8. A decision was made to revise the examination format by incorporating more MCQs in Section A to enhance the assessment process and align it with current pedagogical practices
9. The preparation of the question bank for all papers has been successfully implemented by the Controllers of Examinations.


Co-ordinator
Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.

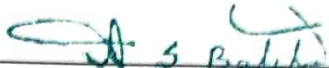



PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220,

IQAC Members meeting

Venue: Board Room

Date: 07-09-2020

Time: 2.30 p.m

S.No	Name	Signature
1	Dr.A.Saleem Batcha (Principal)	
2	Dr.K.A.Jeyanthi	K. A. Jeyanthi
3	Mr.U.Vivek	U. Vivek
4	Mr.S.Natarajan	S. Natarajan
5	Ms.B.Chitradevi	B. C. Devi
6	Dr.M.Vaneedharan	M. Vaneedharan
7	Dr.K.Mahalakshmi	
8	Dr.R.Selvi	R. Selvi
9	Dr.S.Suresh	S. Suresh
10	Dr.N.Muruganantham	N. Muruganantham
11	Mr.K.Ramanathan	K. Ramanathan
12	Mr.T.Tamil Kumar	T. Tamil Kumar
13	Ms.R.Rathika	R. Rathika
14	Mr.N.Thinakaran	N. Thinakaran
15	Mrs.D.Lavanya	



Minutes of the Meeting

Date : 02-11-2020

Time : 2.30 p.m

Minutes of the Meeting:

The IQAC meeting of the teaching faculty was held on 02-11-2020 at 2.30 p.m. through Google Meet.

The Following members were present:

1. Dr.A.Saleem Batcha (Principal) - Chairperson
2. Dr.K.A.Jeyanthi - Co-ordinator
3. Mr.U.Vivek - Member
4. Mr.S.Natarajan -Member
5. Ms.B.Chitradevi - Member
6. Dr.M.Vaneedharan - Member
7. Dr.K.Mahalakshmi -Member
8. Dr.R.Selvi - Member
9. Dr.S.Suresh - Member
10. Dr.N.Muruganatham - Member
11. Mr.K.Ramanathan - Member
12. Mr.T.Tamil Kumar - Member
13. Ms.R.Rathika -Member
14. Mr.N.Thinaharan -Administrative Officer
15. Mrs.D.Lavanya - Administrative Officer

Resolutions adopted in IQAC meetings and complied with:

1. Regarding of the minutes of previous meeting and confirmation.
2. Online FDP and digital teaching techniques.
3. Maintenance of E Log book
4. Unit wise test all courses (Multiple choice questions)
5. Conduct of End Semester Examinations
6. Self-appraisal of the staff
7. Feedback on Teachers by students

Action Taken:

1. Online FDP Programme was conducted.
2. Unit Wise test was conducted Through Google Forms.
3. It was decided to collect feedback by students on faculty.
4. It was decided to collect feedback on online classes by parents.

Meeting ended with concluding remarks by the Principal.


K. A. Jm
IQAC Coordinator

Co-ordinator
Internal Quality Assurance Cell
Thanthai Hans Roever College
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Perambalur - 621 220.

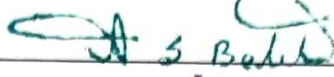

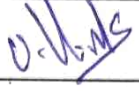

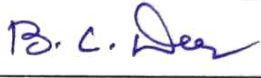
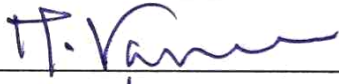
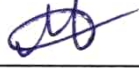



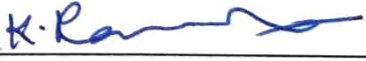

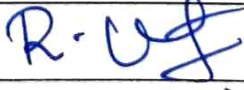
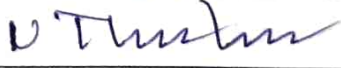


Principal
PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.

IQAC Members meeting

Venue: Board Room

Date: 02-11-2020

Time: 2.30 p.m

S.No	Name	Signature
1	Dr.A.Saleem Batcha (Principal)	
2	Dr.K.A.Jeyanthi	
3	Mr.U.Vivek	
4	Mr.S.Natarajan	
5	Ms.B.Chitradevi	
6	Dr.M.Vaneedharan	
7	Dr.K.Mahalakshmi	
8	Dr.R.Selvi	
9	Dr.S.Suresh	
10	Dr.N.Muruganantham	
11	Mr.K.Ramanathan	
12	Mr.T.Tamil Kumar	
13	Ms.R.Rathika	
14	Mr.N.Thinakaran	
15	Mrs.D.Lavanya	



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Internal Quality Assurance Cell

Minutes of the Meeting

Date : 06.01.2021

Time : 2.30 p.m

Minutes of the Meeting: (Google Meet)

The IQAC meeting of the teaching faculty was held on 06.01.2021 at 2.30 p.m.

The Following members were present:

1. Dr.A.Saleem Batcha (Principal) - Chairperson
2. Dr.K.A.Jeyanthi - Co-ordinator
3. Mr.U.Vivek - Member
4. Mr.S.Natarajan -Member
5. Ms.B.Chitradevi - Member
6. Dr.M.Vaneedharan - Member
7. Dr.K.Mahalakshmi -Member
8. Dr.R.Selvi - Member
9. Dr.S.Suresh - Member
10. Dr.N.Muruganantham - Member
11. Mr.K.Ramanathan - Member
12. Mr.T.Tamil Kumar - Member
13. Ms.R.Rathika -Member
14. Dr.A.Mahendiran - Administrative Officer
15. Mr.N.Thinaharan -Administrative Officer
16. Dr.D.Lavanya - Administrative Officer

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. As per the Governing instruction we plan to conduct online classes for II UG, I UG& I PG Courses respectively. Regular Classes conduct for final UG,PG & M.Phil Students
5. We will plan to conduct CIA & Semester exams through online.
6. Plan to Conduct Academic council and Governing Body Meeting
7. Controllers of Examinations are asked to prepare question bank for all the papers.
8. Faculty members asked to prepare E-Content for their subjects.
9. Plan to conduct Academic audit end of the March.
10. All the Staff members are asked to publish UGC Care Listed Journals.
11. To encourage the staff members to apply funded projects
12. Plan to conduct FDP on 20.03.2021.
13. Meeting ended with concluding remarks by the Principal.


IQAC Coordinator

Co-ordinator
Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.


Principal

PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.

Action Taken ::

1. Minutes of the Previous meeting were confirmed.
2. Department workload and subject allocation were planned.
3. Academic events was conducted as per scheduled.
4. Faculties were took classes through online mode regularly.
5. CIA & Semester Exams were conducted through online.
6. Governing Body Meeting were conducted.
7. Question Bank were Prepared.
8. Faculties were shared their E-Material through their Chat Group.
9. Annual Academic Audit was conducted the month of March 2020.
10. Most of the Faculties were published their paper UGC Care listed Journals.
11. Faculties were send Proposal Government and Non-Government Organizations.
12. Faculty Development programme were conducted.

K.A. Jor
Co-ordinator

**Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.**

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**PRINCIPAL
THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.**

IQAC Members meeting

Venue: Board Room

Date: 06-01-2021

Time: 2.30 p.m

S.No	Name	Signature
1	Dr.A.Saleem Batcha (Principal)	
2	Dr.K.A.Jeyanthi	
3	Mr.U.Vivek	K. A. Jeyanthi
4	Ms.B.Chitradevi	U. Vivek
5	Mr.S.Natarajan	B. C. Devi
6	Dr.M.Vaneedharan	S. Natarajan
7	Dr.K.Mahalakshmi	M. Vaneedharan
8	Mr.D.Mahendrakumar	
9	Mr.S.Suresh	D. Mahendrakumar
10	Dr.N.Muruganantham	S. Suresh
11	Mr.K.Ramanathan	N. Muruganantham
12	Mr.T.Tamil Kumar	K. Ramanathan
13	Ms.R.Rathika	Tamil Kumar
14	Mr.N.Thinakaran	R. Rathika
15	Dr.A.Mahendiran	N. Thinakaran
16	Dr.D.Lavanya	A. Mahendiran
		



Meeting minutes
Action taken Report- (2020-21)

S.No	IQAC meeting date	Agenda/Discussion in the meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
1	19-06-2020	1. Regarding of the minutes of previous meeting and confirmation.	Minutes of the Previous meeting were confirmed.
		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.	IQAC Recommended to the college management to increase the number of smart classroom in the college for effective teaching learning process.
		3. Different Seminars, Events are planned and executed by the respective faculty.	Seminars and Events Conducted.
		4. Online class during COVID-19 pandemic	Online Classes were conducted.
		5. Organize events in the Covid Scenario.	All the Department have conducted the department activities.
		6. Enhancing ICT Facilities and Infrastructure for online teaching.	Faculties were used ICT facilities and took classes effectively.
		7. To submit online class report to the principal every week.	Every week online class report submitted.
		8. To prepare Outcome Based Education Syllabus for UG & PG Programmes.	New course pattern for UG and PG programmes were framed based on the recommendations to have more flexibility which will help students to gain more knowledge in all areas.

2	07-09-2020	1. Regarding of the minutes of previous meeting and confirmation.	Minutes of the Previous meeting were confirmed.
		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.	Department workload and subject allocation were planned.
		3. Different Seminars, Events are planned and executed by the respective faculty.	Faculty members published UGC Care listed journals.
		4. We will plan to submit online class report to the principal every week.	Every week of Online Attendance report collected and reviewed with All the Heads of the Department
		5. To carryout Autonomous Extension work and plan to submit the report to the University before November 1 st Week.	Meeting of Criterion coordinators was conducted in preparation for Autonomous Extension
		6. Regarding the BOS, all the departments asked to Revised their syllabus and also adapt the TANSCHÉ syllabus as per the norms.	Academic Internal and External audit was conducted.
		7. To Introduce Professional English course in I st & II nd Semester for their syllabus	As per CDC Cell guidance Profession English course were introduced.
		8. Regarding the Examination reforms, we will plan to introduce 20 MCQ's in Section- A instead of Two Marks Questions.	A decision was made to revise the examination format by incorporating more MCQs in Section A to enhance the assessment process and align it with current pedagogical practices

		9. Controllers of Examinations are asked to prepare question bank for all the papers.	The preparation of the question bank for all papers has been successfully implemented by the Controllers of Examinations.
3	02-11-2020	1. Regarding of the minutes of previous meeting and confirmation.	Minutes of the Previous meeting were confirmed.
		2. Online FDP and digital teaching techniques.	Online FDP were conducted.
		3. Maintenance of E Log book	Attendance Report were maintained.
		4. Unit wise test all courses (Multiple choice questions)	Unit Test were conducted.
		5. Conduct of End Semester Examinations	All the Evaluation process were collected through online.
		6. Self-appraisal of the staff	Self-appraisal were collected through online.
		7. Feedback on Teachers by students	Feedback on Teacher were collected through online.
4	06-01-2021	1. Regarding of the minutes of previous meeting and confirmation.	Minutes of the Previous meeting were confirmed.
		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.	Department workload and subject allocation were planned.
		3. Different Seminars, Events are planned and executed by the respective faculty.	Academic events was conducted as per scheduled.
		4. As per the Government instruction we plan to conduct online	Faculties were took classes through online mode regularly.

	classes for II UG, I UG& I PG Courses respectively. Regular Classes conduct for final UG,PG &M.Phil Students	
	5. We will plan to conduct CIA & Semester exams through online.	CIA & Semester Exams were conducted through online.
	6. Plan to Conduct Academic council and Governing Body Meeting	Governing Body Meeting were conducted.
	7. Controllers of Examinations are asked to prepare question bank for all the papers.	Question Bank were Prepared.
	8. Faculty members asked to prepare E-Content for their subjects.	Faculties were shared their E-Material through their Chat Group.
	9. We will plan to conduct Academic audit end of the March.	Annual Academic Audit was conducted the month of March 2020.
	10. All the Staff members are asked to publish UGC Care Listed Journals.	Most of the Faculties were published their paper UGC Care listed Journals.
	11. To encourage the staff members to apply funded projects	Faculties were send Proposal Government and Non-Government Organizations.
	12. We will plan to conduct FDP on 20.03.2021.	Faculty Development programme were conducted.

KA Sm

IQAC-Coordinator

Co-ordinator

**Internal Quality Assurance Cell
Thanthai Hans Roever College
(Autonomous)
Perambalur - 621 220.**

A. S. Patel

Principal

PRINCIPAL

**THANTHAI HANS ROEVER COLLEGE,
(AUTONOMOUS)
PERAMBALUR - 621 220.**