

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
**INTERNAL QUALITY ASSURANCE CELL**

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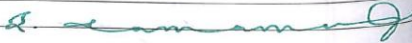

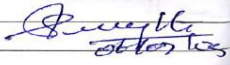





SLCS-IQAC/Minutes/AY 2019-20/001

06.07.2019

**Agenda:**

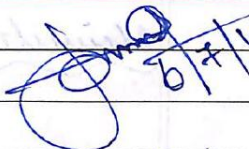
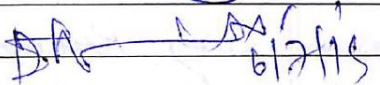
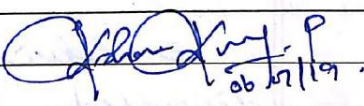
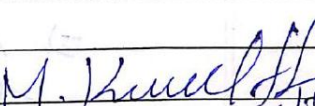

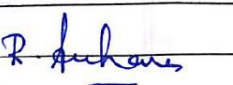
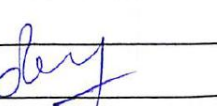

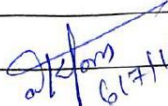

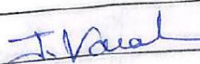
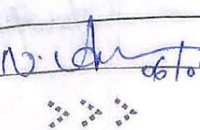
- AQAR New Format
- 22<sup>nd</sup> Graduation Day
- New Criterion In-Charges Deputation

**Members Present**

Members Present	Signature
01) Dr. B. Ramaswamy Principal, SLCS	
02) Dr. R. L. Ramachandra Advisor, SLCS	
03) R. Suganthi Hegde Asst. Prof. of English	
04) N. SELVI Asst. Professor	
05) Dr. C. PRIYA Asst. Prof	
06) R. SANAKSHMI ASST. PROFESSOR - TAMIL	
07) H. GEETHA Asst. Professor - TAMIL	
08) P. JOD Anna Raja AP INET	

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09	<u>Dr. Vivek Ramkumar</u> HOD / AP / F&IS	
10	P. THIRUNAVUKKARASU HOD - Animation	
11	P. Kishore Kumar Instructor - Animation	
12	M. KAVITHA Asst. Prof. FSPM	
13	Dr. R. Durgadevi, Asst. prof. FSPM	
14	R. Archana Asst. Prof - Mathematics	
15	R. Lakshmi Asst. Prof - Hindi	
16	Dr. M. LATHA Director of Physical Education	
17	K. P. MAHESWARI Asst. Professor - CS	
18	S. NIRMALA DEVI Assistant Professor, Dept. of CE	
19	J. VARALAKSHMI Visiting Faculty / CS (SSC)	
20	Mrs. N. Anuradha Head & Asst Prof, CS	

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**Minutes of the Meeting:**

- Principal SLCS Dr. B. Ramamoorthy welcomed the Gathering.
- Advisor Dr. L. Ramnath discussed the following Points.
- New AQAR has to be submitted online in the month of December.
- New Format was Introduced.
- New Criteria Heads were introduced as follows:
  - ✓ Coordinator – R. Suganthi Hepzibha
  - ✓ Criteria I - Mrs. V. Padmavathy
  - ✓ Criteria II - Dr. K. Navarathinam
  - ✓ Criteria III - Dr. K. Rajeshkumar
  - ✓ Criteria IV - Mr. M. Purushothaman
  - ✓ Criteria V - Mr. P. Selvam
  - ✓ Criteria VI - Mr. R. Anbusathiyar
  - ✓ Criteria VII – Mr. P. Joe Arun Raja
- 22<sup>nd</sup> Graduation Day committee list was announced by the IQAC Adviser Dr.R.L.Ramnath.
- Mrs. R. Suganthi Hepzibha Proposed the Vote of Thanks.

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**Action taken Report:**

- The following is the Action Taken Report for the Meeting Minutes SLCS-IQAC/Minutes/AY 2019-20/001 dt: 06.07.2019.
- As discussed in the meeting the New AQAR Format was introduced and circulated to the faculty members.
- The New Criterion In-charges were also introduced and it was announced to the Faculty.

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**IQAC Coordinator**



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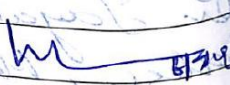
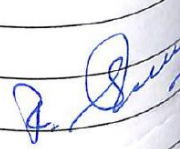
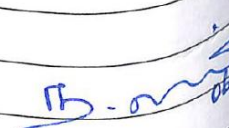

SLCS-IQAC/Minutes/AY 2019-20/002

Date: 06.07.2019

**Agenda**

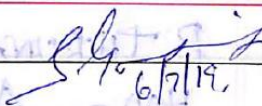

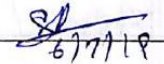
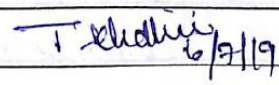
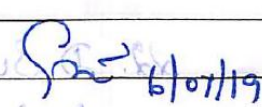
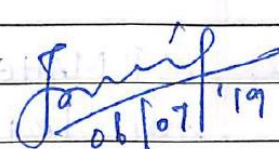
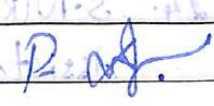

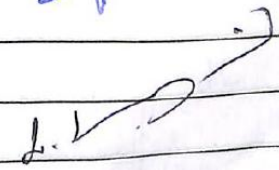
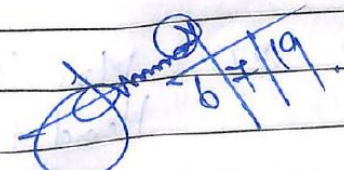
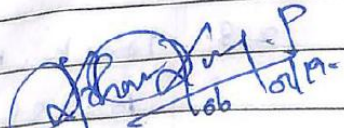
- Workshop on Outcome Based Education
- Resource Person: Dr. K. Karthikeyan, Dean & Controller of Examination, Vivekananda College, Tiruvedakam

**Members Present:**

Members Present	Signature
01) Dr. B. Ramamoorthy Principal, SLCS	 6/7/19
02) Dr. R. L. Ramnath Advisor, SLCS	R.L.R. 6.7.19
03) Dr. K. Karthikeyan, Dean & Controller of Examination, Vivekananda College, Tiruvedakam.	 6/7/19
04) R. Suganthi Hegde Assistant Prof. of English	
05) Mrs. N. Selvi Asst. Prof. of Tamil	
06) Mrs. V. PADMAVATHY HOD, B.Com(B&F)	 V. Padma

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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- 07) DR. S. GURUPRIYA  
Asst. Prof. of Commerce  6/7/19
- 08) Ms SHANMUGAPRIYA B  
Asst. Prof of Commerce  6/7/19
- 09) Dr. S. PRIYA  
Asst. Prof of English  6/7/19
- 10) T. KAMALAHARIDHARINI  
Asst. prof - Networking  6/7/19
- 11) H. GEETHA  
Asst. Prof - Tamil  6/07/19
- 12) R. SAILAKSHMI  
ASST. PROFESSOR - TAMIL  06/07/19
- 13) P. JOE ARUN RAO  
Assistant Professor - Networking  6/7/19
- 14) M. ABDEL AZIZ HAKIM  
INSTRUCTOR - ANIMATION 
- 15) R. Dhamotharan  
Asst. Prof. of Economics 
- 16) V. VIVEK RAKHUMAR  
HOD/AP - F & IS  6/7/19
- 17) P. Kishore Kumar  
Instructor - Animation  6/7/19



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18.	P. THIRUNAVUKKARASU, HOD - Animation	 06/07/19
19.	R. ARCHANA Asst. Professor, Mathematics	R. Archana 06/07/19
20.	R. LAKSHMI Asst. Professor, Hindi	R. Lakshmi 06/07/19
21.	DR. M. LATHA DIRECTOR OF PHYSICAL EDUCATION	M. Latha 06/07/19
22.	D. SUBHASHREE Asst. Prof., FSPM	D. Subhashree 06/07/19
23.	K. P. MAHESWARI Asst. Professor, CS.	K. P. Maheswari 06/07/19
24.	S. NIRMALA DEVI Assistant Professor of CS	S. Nirmala Devi 06/07/19
25.	J. VARALAKSHMI Visiting Faculty / CS (SSS)	J. Varalakshmi 06/07/19
26.	P. STELLA GRACE Assistant Professor of CS	P. Stella Grace 06/07/19
27.	Mrs. N. Anuradha Head & Asst Prof, Dept of CS	N. Anuradha 06/07/19
28.	Dr. K. NAVAN	K. Navan 06/07/19

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29. G. S. SUBBULAKSHMI  
Asst. Professor, Dept. of M&Hm. 6/7/19
30. Dr. M. Meera,  
Controller of Examinations MMJ. 6/7/19
31. R. Maheswari  
Asst. Controller of Examinations P. Maheswari 6/7/19
32. Mrs. P. Bala Subbulakshmi.  
AP / B.com (Honours) 6/7
33. Dr. M. THARANI  
HOD(i/c) - B.com (Hons. & ACCA) M. Tharani 26/07/2019
34. Ms. T. S. Srideni  
Asst. Prof. (English) Srideni
35. Dr. R. KALARAJAN  
AP / BBA R. Kalarajan 6/7
36. M. KAVITHA  
Asst. Prof. FSPM M. Kavitha 6/7/19  
3-30 - 4-15
7. Dr. R. Sarganderi  
Asst. Prof. FSPM Sarganderi 6/6/19  
3-30 - 4-15
38. P. THANGAMUTHU  
Director of Physical Education P. Thangamuthu 26/07/19



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40. S. KUMAR  
ASST. PROF IN TAMIL
41. B. VAIRAMUTHU  
ASST. PROF. - BBA
42. V. CHENTIL KUMAR  
Co-ordinator - Animation
43. R. GANESH  
Asst. Prof - MC&HM
44. R. Srinivasan  
Asst Prof - Mathematics
45. M.N. Anandh Sivaraj  
Assistant Professor - Mathematics
46. K. PRADEEP KUMAR  
Instructor - Visual communication
47. C. RAJAVARDHAN  
INSTRUCTOR - VISUAL COMMUNICATION
48. ANBUSATHIVAN R  
INSTRUCTOR - Viscom
49. P. THIRUMALASAMY  
INSTRUCTOR.



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51. M. Raghu Kalidasan  
 HOD, MCA  
 06/07/19
52. C. SURESH KUMAR  
 HOD, MCA  
 06/07/19
53. P. Selvam  
 Asst. Professor - MBA  
 06/07/19
54. S. Sekar  
 Associate Professor MBA  
 06/07/19
55. Dr. K. Rajesh Kumar  
 HOD - BBA  
 06/07/19
56. E. JACOB JEBARAJ  
 Asst. Professor MCA  
 06/07/19
57. K. PERUMAL KANNAN  
 Asst. Professor - MCA  
 06/07/19
58. J. SIVAKUMAR  
 A.P. Dept. of English  
 06/07/19
59. C. Senthil Kumar  
 AP/English  
 06/07/19
60. R. BRAMESHWARAN  
 FIRE & INDUSTRIAL SAFETY  
 06/07/19
61. Jai Veer Prasad A  
 06/07/19

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62	N. RAMESH. Asst. Professor Dept of M.C.H.M.	N. R. Ramamoorthy
63	P. Anand Asst Professor Dept of M.C.H.M.	P. R. Ramamoorthy
64	Dr S. Premarajan HOD M.B.A Dept	S. Premarajan
65	D. Abraham Pradeep Asst. Professor	D. Abraham Pradeep 6/7/19
66	Dr. C. PRIYA Asst Prof / Dean	C. Priya
66	T. Karmalaharidhasini (AP) Dept. of Networking	T. Karmalaharidhasini 3/8/19
67	DR. M. LATHA Director of Physical Education	M. Latha
68	R. Archana Dept. of Maths	R. Archana

**Minutes of the Meeting:**

1. The Meeting was presided over by the Principal Dr. B. Ramamoorthy
2. Advisor, IQAC Dr. R. L. Ramnath, welcomed the Gathering
3. Principal Dr. B. Ramamoorthy introduced the Chief Guest to the faculty members.
4. Dr. K. Karthikeyan, Dean and Controller of the Examination Vivekanandha College, Tiruvedakam was the Chief Guest.
5. The Guest spoke on the topic Outcome Based Education
6. He explained the nuances and hurdles in the OBE
7. He also that it is a trail and cross method and could be learnt only by
8. The faculty members their
9. Mrs. R. Suganthi Hepzibha IQAC Coordinators performed the vote of Thanks along with the feedback the meeting

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**Action taken Report:**

- The following is the Action Taken Report for the Meeting Minutes SLCS-IQAC/Minutes/AY 2019-20/002 dt: 06.07.2019.
- Outcome Based Workshop was conducted by the resource person Dr. K. Karthikeyan, Dean and Controller of the Examination Vivekanandha College, Tiruvedakam.
- Many faculty raised query regarding the Outcome Based Education.

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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**SLCS-IQAC/Minutes/AY 2019-20/003**

**12.07.2019**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**

**Internal Quality Assurance Cell**

**Minutes of the Meeting**

**SLCS-IQAC/Minutes/AY 2019-20/003**

**12.07.2019**

**Agenda:**

- To approve the composition of College Council for the Academic Year 2019 - 20.
- After the detailed discussion with the Management and the Administration, the following members were nominated as the College Council Members for the academic year 2019 - 20.

Members Present:

Sl. No.	Name	Designation	Signature
1.	Dr. R. Lakshmipathy	President	
2.	Mr. R. Ramkumar	Management Executive	
3.	Mr. J. Krishnamurthy	Coordinator-Administrator	
4.	Dr.B.Ramamoorthy	Principal	
5.	Dr.R.L.Ramnath	Advisor - NAAC	

**Proposed College Council Members for the Academic Year 2019-20:**

Sl.No.	Name	Designation
1.	Dr. R. Lakshmipathy	President
2.	Mr. R. Ramkumar	Management Executive
3.	Mr. J. Krishnamurthy	Executive Assistant- SLF
4.	Dr. B.Ramamoorthy	Principal
5.	Dr. R.L.Ramnath	Advisor - NAAC
6.	Dr. M. Meera	Controller of Examinations

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7.	Mrs. R.Suganthi Hepzibha	IQAC Coordinator
8.	Dr. S. Pugalanthi	HoD- MBA
9.	Mrs. V. Padmavathy	HoD- Banking & Insurance
10.	Dr. K. Rajesh Kumar	HoD- Logistic & Shipping
11.	Mr. M. Athi Gopal	HoD -Networking
12.	Mrs. N. Anuradha	HoD- Computer Science
13.	Mr. P.Thirunavukkarasu	HoD - Animation
14.	Dr. M. Raghu Kalidasan	HoD -Visual Communication
15.	Mr. C. Suresh Kumar	HoD –Marine Catering & Hotel Management
16.	Mr. I. Vivek Ramkumar	HoD – Fire and Industrial Safety
17.	Dr. P. Durgadevi	HoD- Food Science & Processing Management
18.	Mr. D. Abraham Pradeep	Member- Finance Committee
19.	Mr. S. Kumar	NSS Nodal Officer, NSS Unit :105
20.	Mr. P. Thangamuthu	Director - Physical Education

**Minutes of the Meeting:**

- The proposed College Council members list was presented by the IQAC Coordinator.
- The Management and Administration members accepted the proposed members list.
- The resolution was also passed in the meeting to approve the composition of the College Council for the Academic Year 2019-20.

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**Action Taken Report**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/003, dt: 12.07.2019.

- The composition of the College Council was approved by the Management and the Administration for the academic year 2019-20.
- The resolution regarding the new College Council was also passed in the Meeting.

**IQAC Coordinator**

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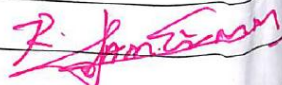




SLCS-IQAC/Minutes/AY 2019-20/004

Date: 16.07.2019

**Agenda**

- Memorandum of understanding
- Extension Activity
- Start – up
- Students Council
- Alumni Association
- NPTEL Scholarship
- ICS Accreditation
- Sales Day
- Counselling
- Student Exchange Program

**Members Present:**

Members Present	Signature
1. Shri R. Ramkumar Management Executive	
2. Dr. B. Ramamoorthy Principal, SLCS	
3. Dr. R. K. Ramnath Adviser, NAAC	
4. R. Suganthi Hegde Asst. Prof. of English	
5. N. Anusadha Asst Prof & Head, Dept of CS	

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6. Dr. K. NAVARATHNAM  
ASSOC. PROF. MBA (Signature) 16/07/19
7. Dr. S. PRIYA  
Asst. Prof. / ENGLISH S. Priya
8. Dr. SUBHASHREE  
Asst. Prof. FSPM D. Subhashree
9. V. PADMAVATHY  
HOD B. Com (B&E) V. Padma vally
10. Dr. M. THARANI  
HOD (H.) B. Com (Hons.) M. Tharani  
16/07/2019
11. P. Selvam  
Asst. Prof. MBA P. Selvam  
16/07/19
12. ANANDASATHYAN, R  
INSTRUCTOR (Signature)
13. Dr. VIVEK RAMKUMAR  
Asst. prof / HOD / F&IS (Signature) 16/7/19
14. Dr. K. RAJESH KUMAR  
HOD - BBA (Signature) 16.7.19
15. M. PURUSHOTHAMAN  
INSTRUCTOR - ANIMATION M. Purushothaman  
16/07/19
16. Dr. S. PUNNAMAN  
H. D. MBA (Signature) 16/07/19

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17.	P. JORDHANA RAGI HOD - CSE	P. J. 16-7-19
18.	P. THIRUNAVUKKARASU HOD - Animation	P. T. 16-7-19
19.	M. A. HIRISOPAI HOD - NETWORKING	M. A. 16/07/19
20.	P. J. ...	

**Minutes of the Meeting:**

- Principal, welcomed the Gathering
- The Management Executive asked about the convocation registered states
- Link for the Registration of the graduates will be sent to the Departments.
- Breakfast will be given to the graduates' parents and for the faculty members.

**MOU Status**

- Functional MOU's should be updated and new MoUs to be signed so that a department should hold minimum of 4-5 MOUs each.

**Extensional Activities**

- Each and every department should conduct atleast one extensional activity in this semester.

**Start – Ups**

- The mentioned departments can motivate the students to do start – ups individually or in a group Animation, Viscom, MCHM, BBA, MBA.
- It has been insisted that atleast 2 start- ups should be there in one Academic Year

**Sales Day**

- Sales Day should be conducted every semester at the end of the Working Day

**Student's Council**

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- SLCS Students Forum
- Class Representatives can be nominated as the (Office Learners) members in the forum.
- Odd Semester – PG Students –  
UG Students – Secretary and it can be vice versa in the Even Semester.
- Mr. R. Siva Subramanian was the Teacher Advisor for the AY 2018-2019.
- Dr. S. Priya is nominated as the Advisor for the AY 2019-2020.

**Vote of Thanks**

- IQAC Adviser Dr.R.L.Ramnath, proposed the Vote of Thanks.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/004, dt: 16.07.2019.

- Departments have signed MoU with industries based on their needs and conducted Extension activities.
- Students were motivated by the faculty members by do Start-Ups.
- New Teacher Advisor Dr.S.Priya, conducted Meetings for the Students' Council.

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**IQAC Coordinator**

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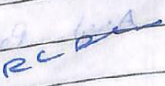
SLCS-IQAC/Minutes/AY 2019-20/005

Date: 03.08.2019

**AGENDA**

- Prayer
- Welcome Address
- Confirmation of the Minutes of the Previous meeting
- Strengthening Alumni Association
- Appointment of Dean
- New leave rules regarding semester leave
- NPTEL Scholarship
- Staff Attendance
- Fee Collection Pending
- NAAC Activities
  1. MOU
  2. Extension Activity
  3. Change of criterion 6 in charge
- Website Updation
- Online Examination
- Any other matter brought forward by the Hon. President

Members Present

Members Present	Signature
1. Dr. R. Lakshmiipathy President, SLCS	
2. Dr. R. Ramamoorthy Principal, SLCS	
3. Dr. R. L. Ramnath Adviser, NAAC	

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4. Dr. S. Priger  
Academic Dean, SLLS  
S. Priger  
31/8/2019
5. R. Suganthi Hefzibha  
Asst. Prof., English  
R. Suganthi
6. S. Neela  
Asst. Prof., Hindi  
S. Neela
7. N. SELVI  
Asst. Professor, Tamil  
N. Selvi  
03/08/19
8. T. S. SRIDEVI  
Asst. Prof. English  
T. S. Sridevi
9. Dr. R KALA RANJANI  
Asst. Professor, BBA  
R. Kala Ranjan  
31/8/19.
10. H. GEETHA  
Asst. Professor, Tamil  
H. Geetha
11. R. SALLAKSHMI  
ASST. PROFESSOR, TAMIL  
R. Sallakshmi
12. M. PURUSOTHAMAN  
INSTRUCTOR - ANIMATION  
M. Purusothaman
13. T. VIVEK RAMKUMAR  
HOD Incharge - F&IS  
T. Vivek Ramkumar  
3/8/19
14. R DHAMOTHARAN  
Asst. Prof. of English  
R. Dhamotharan



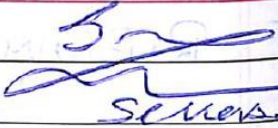

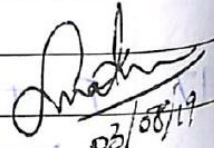
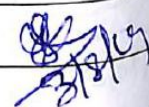
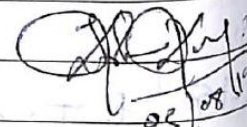


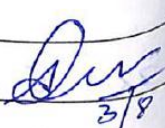

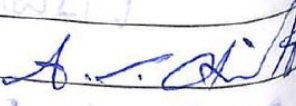
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15. R. BRANESHWARAN  
F&TS  
3/8/19
16. S. Blom  
30/8/2019
17. P. THIRUMALASAMY  
Instructor - VISCOM  
3/8/2019
18. A. ELANGO  
Instructor - FEEDS  
3/8/19
19. P. THANGAMUTHU  
Director of Physical Education  
03/8/19
20. ANBOSATHIYAN R  
INSTRUCTOR - VISCOM  
03/8/19
21. K. PRADEEP KUMAR  
INSTRUCTOR - VISCOM  
3/8/19
22. C. RAJAVARDHAN  
INSTRUCTOR - VISCOM  
3/8/19
23. M. Raghu Kandasam  
Viscom  
3/8/19
24. Dr. K. Rajesh Kumar  
HOD- BBA  
3.8.19
25. K. PERUMAL KANNAN  
3/8/19

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26. S. Sekar - RLMS  
Placement officer  3/8/19
27. P. Selvam  
A.P. RLMS  3/8/19
27. S. SIVAKUMAR  
ASST. PROF. DEPT. OF ENGLISH  03/08/19
28. C. SENTHIL KUMAR  
ASST. PROF. DEPT. OF ENGLISH  3/8/19
29. P. Kishore Kumar  
Instructor - Dept. of Animation  03/08/19
30. P. THARUNAVUKKARASU  
HOD - Animation  3/8/19
31. Faiveer Kumar. A  
ASST. Prof - Fire & Industrial Safety  3/8/19
32. S. Arun mozhi varman  
ASST. Prof - Visual Communication  3/8/19
33. P. Gnanamudalvan  
Asst. Prof. - Fire & Industrial Safety  3/8/19
34. V. Chenthiel Kumar  
Coordinator - Animation  3/8/19
35. M. Abdul Aziz Hakkim.  
Instructor - Animation



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36. M.N. Anandh Sriman Sunder  
Assistant Professor in Mathematics  
03/08/2019
37. V. Deepan Chakkaravarthy  
Instructor Networking dept.  
V.D. 3/8/19
38. F. JACOB JEBARAJ  
Assistant Professor (MCEHM)  
F. Jacob 3/8/19
39. M. RAMESH  
Asst. Professor (MCEHM)  
M. Ramesh 3/8/19
40. C. SURESH KUMAR  
HOD MCEHM  
C. Suresh Kumar 03/08/19
41. V. Gangadharan  
Asst. Prof. (MCEHM)  
V. Gangadharan 03/08/19
42. D. Abraham Pradeep  
Asst. Professor (RLIMS)  
D. Abraham Pradeep 3/8/19
43. Dr. S. Prabhakaran  
HOD MBA  
Dr. S. Prabhakaran
44. Dr. K. NAVARATHINAM  
Assoc. Prof. - MBA  
Dr. K. Navarathinam
45. Mrs. N. Anusudhas  
Asst Prof & Head  
N. Anusudhas 03/08/19
46. Mrs. K. P. Maheswari  
Asst. Prof. - Dept. of CS  
Mrs. K. P. Maheswari 3/8/19

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47.	S. NIRMALA DEVI Assistant Professor Dept. of CS	S. N. 03/08/19
48	Mrs. P. BALA SUBBALAKSHMI AP / Dept of B.com (Hons)	P. B. 03/08/19
49.	P. NITHILAA Asst. Professor of Dept of Commerce	P. N. 03/08/19
50.	Dr. M. THARANI HOD (i/c) - B.com (Hons.)	M. T. 03/08/19
51	Mrs. V. PADMAVATHY HOD - B.com (BSE)	V. P. 03/08/19
52	Dr. S. GURUPRIYA Asst. Prof. of Commerce	S. G. 03/08/19
53	SHANMUGAPRIYA B Asst. Prof of Commerce	S. P. 03/08/19

**Minutes of the Academic Activities Review Meeting of SLCS and RLIMS held on 03.08.2019 at 10.30 am in the Board Room**

- The President presided over the meeting
- Principal welcomed the members of the meeting

## **SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**

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- Minutes of the previous meeting was read out by Dr.S.Priya Academic review meeting secretary
- President announced that Silver Jubilee of SLCS will be celebrated around February and he informed the Departments to collect the name and address of their Alumni.
- Mr.Gangadharan Asst.Prof MC&HM Department was requested to Coordinate the data collection of Alumni
- President also suggested that the Alumni could be invited through online mode
- Dr.S.Priya was appointed as the Dean Academics of the college , and the responsibilities were read out by the Dean
- IQAC Coordinator said that ,Curriculum development cell under the Dean Academics will help the members in Publishing Books and articles.
- New leave rules were announced by the President
- NPTEL Scholarship was discussed and staffs were requested to motivate the students to enroll in such course and the students will be given scholarship, if he/she clears the papers.
- President discouraged the members in availing the leave on loss of pay
- President said to collect pending fees by every department

NAAC activities was reported by IQAC Coordinator Dr.R.L Ramnath as follows :

- The Alumni Association of SLCS has been registered under Section 8 of the companies Act 1956 as a Non –Profit registration
- Dr.R.L.Ramnath thanked the Management for sanctioning for the following:
  - ✓ Policy on sponsorship
  - ✓ Policy on sports quota
  - ✓ Policy on SLCS Students Forum
  - ✓ Policy on student exchange programme
- IQAC has suggested to establish an alternative energy to the management and they establish one solar panel in terms of lakhs
- IQAC has successfully conducted Net coaching Programme and 4 members have been qualified for Net and congratulated the winners and thanked the faculty members who have handled the classes.



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- Introduction to OBE was given by Dr.M.G Sethuraman during 2018-19. After that series of Programmes were organized by IQAC with the help of Joe Arun Raja of Networking and OBE for first year students was introduced.
- IQAC successfully planned and collected NAAC track record for 2 semesters.
- IQAC has proposed to conduct student exchange programme with Seramathai Vasan college and Vivekanandha college
- Ms.Maheswari Asst.Prof Department of Computer Science was asked to update the website
- Departments were asked to send the New Syllabus for website updating
- Online examination for value added course was discussed to be conducted for a duration of one hr .The question paper will have 30 MCQ and the syllabus will be first unit.
- The responsibility to set questions for online examination was given to Mr.Kishore kumar of Animation for Batch-A,and Mr.Balasubbulakshmi of Commerce for Batch –B
- The meeting was adjourned for lunch by 2:15pm, with vote of thanks.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/005, dt: 03.08.2019.

- The Dean Academics Dr.S.Priya inaugurated Curriculum Development Cell to carry forward all the work regarding the Curriculum.
- NET Coaching class will also be conducted for the Faculty members who are appearing for the exam.



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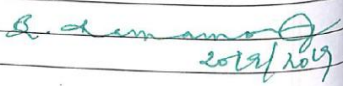


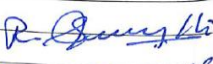


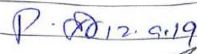
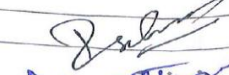

SLCS-IQAC/Minutes/AY 2019-20/006

Date: 20.09.2019

### AGENDA

- AQAR Submission
- Board of Studies
- Application Demand Ratio
- Value Added Courses

Members Present List:

Members Present	Signature
1) Dr. B. Ramamurthy Principal, SLCS	 20/9/19
2) Dr. S. Priya Dean, SLCS	 20/9/19
3) Dr. R. L. Ramnath Advisor NAAC	 20/9/19
4) R. Suganthi Hef. Officer	 20/9/19
5) Mrs. V. PADMAVATHY HOD, Commerce	 20/9/19
6) Dr. K. NAVARATHNAM ASSOC. PROF, RLIMS	 20-9-19
7) P. SURESH PRASAD Asst Prof, SLCS	 20/9/19
8) P. Selvam, A.P., MBA	 20/9/19
9) ANSUKATHI YAN N VISCOM 10) M. Pruthi Manan Animator	 20/9/19

### Minutes of the Meeting

1. Suggestion for preparing NAAC Calendar was discussed with the criterion in charge.
2. Curriculum Feedback form can be classified for each and every person in the BOS (Experts, Students, Alumni an Parents)

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3. An uniform template can be followed for BOS Minutes Note
4. Courses like English, Tamil & Hindi can include topics regarding Moral Values, Ethics and professional Efficient etc.
5. Each and every department should upgrade the edition of the Reference Book
6. Should concentrate on the increase of Application Demand Ratio.
7. Summer Internship can be provided for all the second Year students
8. All departments should conduct Value Added Course especially (Animation & Viscom).
9. To upgrade IT integration all the process of COE can be through online like applying & downloading Hall Tickets.
10. It is planned to continue the Meeting on Monday (23.09.2019) 12.00 noon

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/006, dt: 20.09.2019.

- The department of languages have framed the syllabus with the moral values and ethics.
- The department of Animation and Visual Communication has implemented Value added course during the year.

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IQAC Coordinator

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SLCS-IQAC/Minutes/AY 2019-20/007

Date: 10.10.2019

Time: 10.00 am

Venue: The Board Room

**Agenda**

- Introduction of New Courses
- Introductory of Start Ups

Members Present:

- 1) Principal A. d. amamony 10/10/19
- 2) Advisor R. S. 10/10/19
- 3) Mrs. N. Anuradha N. Anuradha 10/10/19  
Asst Prof & Head  
Dept of CS (SSS)
- 4) Mrs. K. P. Maheswari K. P. Maheswari 10/10/19  
Asst. Professor, Dept. of CS (SSS)
- 5) Mrs. J. Varalakshmi J. Varalakshmi 10/10/19  
As Visiting Faculty, Dept. of CS (SSS)
- 6) Mrs. V. Gayatri V. Gayatri 10/10/19  
Visiting Faculty, Dept. of CS (SSS)
- 7) Ms. T. Kamalanidharani T. Kamalanidharani 10/10/19  
Assistant Professor, Dept. of Networking
- 8) P. Thirumavulkarasu P. Thirumavulkarasu 10/10/19  
HOD - Dept. of Animation
- 9) M. Raghu Kishore M. Raghu Kishore 10/10/19  
Vision
- 10) Dr. S. Pradeep Dr. S. Pradeep 10/10/19  
HOD - MBA



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11. Dr. K. Rajesh Kumar  
HOD - BBA

K. Rajesh

12. Dr. S. PRIYA  
Deen Academics

S. Priya

Minutes of the meeting:

→ General discussion was made on starting New Courses.

→ Discussions were made on initiating Start-ups.

→ The experts Mr. Narayana Swamy and Mrs. Naveena Swamy assured and planned to start a Certification course for Computer Science students initially.

→ Discussions were also made on Artificial Intelligence "AI".

→ The Department of Computer Science faculty clarified their doubts regarding this.



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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/007, dt: 10.10.2019.

- The department of Computer Science has Started Courses based on the Artificial Intelligence.”AI”

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-IQAC/Minutes/AY 2019-20/008

Date: 11.10.2019

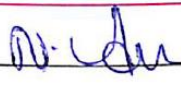

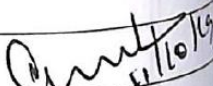
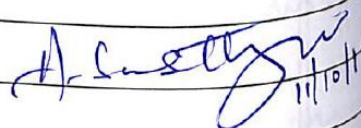
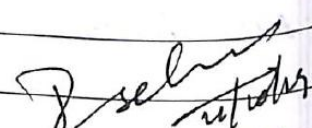
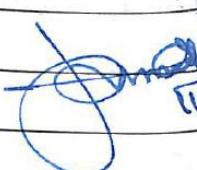
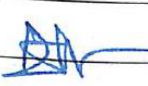
**Agenda**

- Adherence of the Policies laid in the College (Sports Quota)
- NAAC Activities.
- Conduction of Inter-Collegiate Seminars

**Members Present**

1) <u>Shri. R. Ram Kumar</u> Management Executive	— PRESENT —
2) <u>Dr. B. Ramamurthy</u> Principal, SLCS	<u>Dr. Ramamurthy</u> 11/10/2019
3) <u>Dr. R. L. Ramnath</u> Advisor, IQAC	<u>R. L. Ramnath</u>
4) <u>Dr. S. Priya</u> Dean Academics	<u>S. Priya</u> 11/10/19
5) <u>R. Sugenthir</u> HOD, B.Com (B&I)	<u>R. Sugenthir</u>
6) <u>Mrs. V. PADMAVATHY</u> HOD, B.COM (B&I)	<u>V. Padma</u>
7) <u>Dr. R. Anugandhi (FS &amp; PM)</u> Head i/c	<u>Dr. R. Anugandhi</u> 11/10/19

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8.	Mrs. N. Anuradha Asst prof & Head Dept of CC	 11/10/19
9.	Dr S. Ramanathan HOD - MBA	 14/10/19
10.	M. Arigopal HOD - networking	 11/10/19
11.	ANBUSATHIYAN R Assistant Professor	 11/10/19
12.	P. Selvam, A.P. MBA	 11/10/19
13.	T. Vivek Ramkumar HOD / F&IS	 11/10/19
14.	P. Thirumavulekannan, HOD - Animation	 11/10/19

**Minutes of the Meeting**

- The meeting was presided over by the Principal, Dr.B.Ramamoorthy.
- The following points were discussed in the meeting:  
 It was decided to conduct Inter-Collegiate Seminars regularly. The departments have planned to conduct it accordingly:
 

➤ B.Com	-	January 2020
➤ BBA	-	February 2020
➤ Viscom	-	February 2020
➤ CS & NW	-	January 2020



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- Animation - February 2020
- MCHM & Food Science - January 2020
- We have some approved Standard Policies regarding Students Council, Sports Quota. It was suggested by the members that the Policies must be displayed in the Notice Board, so that the students can come to know about the Policies adhered by the College.
- It was suggested by the members to conduct Assembly for the students once in a week. The important news about the College and the departments' achievements can be informed to the students.
- It was planned to conduct A National Level NAAC Seminar at the end of February 2020, which will be sponsored by NAAC, Bangalore.
- IQAC Adviser, Dr.R.L.Ramnath proposed the Vote of Thanks.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/008, dt: 11.10.2019.

- As discussed in the meeting the Policies were adhered in the Admission 2020-21.

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**SLCS-IQAC/Minutes/AY 2019-20/009**

**Date: 15.10.2019**

**Agenda**

- Appreciation of CoE for Result publication
- Appreciation for the department for organising the Industrial Visit and Extensional Activities.
- Student Induction Programme

**Minutes of the Meeting**

The President Dr.R.Lakshmipathy presided over the meeting

- The meeting started with the Prayer song
- The meeting adopted the minutes of the previous meeting held on 07/9/19, Saturday without any changes
- The Principal welcomed the members of the meeting and discussed the following points
  - Congratulated the Examination Cell and the staff members for carrying over the invigilation in a successful manner
  - Congratulated the COE for publishing the results within fifteen days after the last examination
  - Appreciated the Departments who have taken their students to Industrial visits and Extension Activities
  - Congratulated the Department of Physical Education for successfully conducting House Matches and the Cross country race
  - Appreciated the staff members who have cooperated in the completion of work concerned with Driving School, Swimming and Passport Registration
  - Discussed the visit of Inspection Commission in the Department of Food Science & Processing Management on 05/12/19
  - Announced the inauguration of 12 clubs in future - Photographic Club, Art Club, Digital Club, Eco Club, Culinary Club, Library Managing Club, Health and Nutrition Club, Students' Corner, Yoga Club, Extra Curricular Activity and Internet Club



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- Asked the staff members to motivate the advanced learners to take online course in SWAYAM and NPTEL
- Congratulated the NSS team for its active participation in conducting Extension Activities
- Congratulated the Departments which have signed MoU's recently
- Congratulated the staff members Mr.Damodharan, Mr. Brahmeshwaran and Ms. Kamala Haridharini who got married recently
- Register should be maintained to record the entry of library users. The users should register their thumb impression once they visit the library
- 'Robotics' will be planned to be started in 2021. 'Cyber Security' will be given as a Value added course for III year and 'Artificial Intelligence' and 'Machine Learning' will be given for II year students by the CS Department
- The meeting was shortly dispersed with a Tea break at 12.00 noon
- Launching of Diploma Course in "Drone" should be speeded up by the Department of Viscom
- The Diploma Course offered by Fire and Industrial Safety Department should have prominent advertisement. The employment opportunities of the candidates who have completed the course should be clearly specified
- The COE presented the Transparency, Revaluation and Average pass percentage of students Departmentwise
- The result statistics of 2019 of all subjects was discussed
- Even semester examination for the I year students should be conducted in the last week of October in order to cover the portions as the first year students join the college in July of each academic year
- Mrs. Padmavathy, Head of the Department of Commerce presented the Criterion I
- Dr. Navarathinam, RLIMS, presented Criterion II. It was suggested submitting the Internship details of all the departments each month. Issuing hall ticket and result should be updated in software
- Lunch Break was given between 1.30 and 2.15pm
- Dr. Rajesh Kumar, Head of the Department of BBA presented the deficiency report of Criterion III. The points listed below were discussed

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- It has been suggested to reconsider the amount allocated for research and the management asked to submit a proposal for it
- A proposal should be prepared to give more number of OD for attending Seminars/Conferences
- A performance appraisal form should be prepared to include Seminar/Conference attended for increment
- EDP Cell should be formed under stipulated guidance
- NSS and other extension activities can be initiated in other places to get recognition
- Mr. Purusothaman, Department of Animation, presented the Criterion IV. It has been suggested to increase online courses to gain more score
- Mr.P. Selvam presented the Criterion V. The points listed below were discussed
  - Focus more on students receiving scholarship from Central and State government
  - Upload sanction letter from Central/State government
  - Few more scholarship schemes can be introduced
  - Vocational Educational Training Cell must be established
  - Data should be collected for students going for higher education
  - Gather alumni details to maintain record of their placement/ higher education/ clearing competitive exams
  - Set up more alumni chapters
- Mr. Anbu Sathiyar, Department of Viscom, presented the Criterion VI
- Mr. Joe, Department of Networking, presented the Criterion VII
- Mrs. Suganthi Hepzibha, IQAC Coordinator, presented the activities and best practices of IQAC. It was suggested to send records regularly and conduct a meeting before finalizing AQAR of this year
- Mr. Kishore Kumar highlighted the Students Induction Program and recommended to conduct the program for 7 days
- Staff attendance was discussed
- Fee defaulters from all the departments should be asked to pay the fees at the earliest
- Dr.S. Priya, Dean Academics delivered the Vote of Thanks

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- Refreshments were given to all the faculty members after the meeting which concluded at 5.15pm

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-

IQAC/Minutes/AY 2019-20/009, dt: 15.10.2019.

- All the Metrics in all Criterion was reviewed and necessary actions were carried forward.
- AQAR details were collected from the departments.



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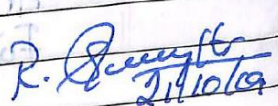
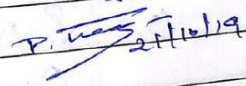
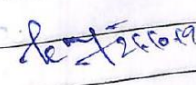
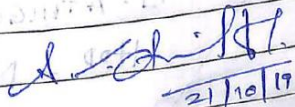
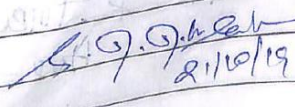
SLCS-IQAC/Minutes/AY 2019-20/010

Date: 21.10.2019

**AGENDA**

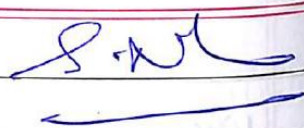
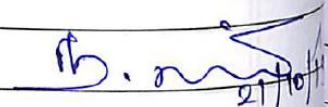
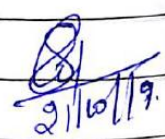
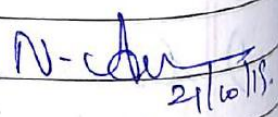
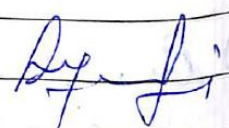
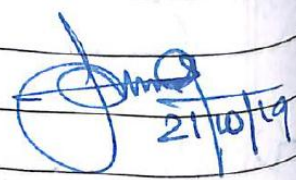
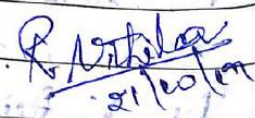
- 17<sup>th</sup> Academic Council Meeting

**Members Present**

Members Present	Signature
1) Dr. B. Ramamoorthy Principal.	 21/10/19
2) Dr. R. L. Ramaswami Adviser, IQAC.	
3) Dr. S. Periya Dean Academic	—PRESENT—
4) R. Suganthi Hegde Asst. Prof. of English	 21/10/19
5) P. THANGAMUTHU Director of Physical Education	 21/10/19
6) Dr. K. Rajesh Kumar HOD-BBA	 21/10/19
7) V. CHENTIL KUMAR Co-ordinator, Animation	 21/10/19
8) G. S. Subbulakshmi Asst. Prof, Dept of MCBHM	 21/10/19

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9. S. Neela  
Dept. of Hindi  

10. N. SELVI  
Dept. of Tamil  

11. SHAMUGOPRIYA B  
Department of Commerce  
Assistant Prof  

12. N. Anuradha  
Asst Prof & Head  
Dept of CS  

13. R. R. Durgadevi  
Asst Prof & Head i/c  
Dept. of STM  

14. I. Virek Ramkumar  
HOD / Incharge  
Fire & Industrial Safety  

15. L. Nithila  
Dept of Commerce (Hons)  
Asst. Professor  


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**Minutes of the Meeting**

- The department HoDs were insisted to get ready with the final syllabus for the 17<sup>th</sup> Academic Council Meeting.
- They were also asked to present in the boardroom by 10.00 am sharp.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/010, dt: 21.10.2019.

- The 17<sup>th</sup> Academic Council Meeting was conducted on 22.10.2019 in a successful manner by getting approval for all the courses.

\*\*\*\*\*

**IQAC Coordinator**



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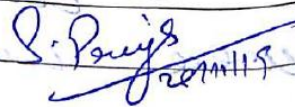

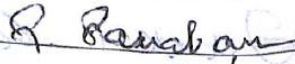
SLCS-IQAC/Minutes/AY 2019-20/011

Date: 28.12.2019

**AGENDA**

- Faculty Development Program on “NAAC Reaccredited Process”

Members Present:

Members Present	Signature
1) Dr. B. Ramamoorthy Principal, SLCS	 28/12/19
2) Dr. R. K. Ramnath Adviser, IQAC	
3) Dr. S. Priya Dean Academics	 28/12/19
4) Dr. R. Parthiban Administrative, IQAC	 28.12.2019
5) Dr. S. Sairam Ram Chief Guest, IQAC Coordinator, Jyotana College, Madurai	 28/12/19

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26. V. GAYATHRI  
Visiting Faculty  
Dept of CS (SSS) v. w  
28/12/19
27. ANBUSATHIYAN R  
Asst. Professor  
Dept of viscom A. L. S  
28/12/19
28. P. THANGAMUTHU  
Director of Physical Education P. Thangam  
28/12/19
29. P. THIRUMALASAMY  
Instructor - VISCOM P. Thirumam  
28/12/19
30. S. ARUN MOCHI VALAN  
Asst. professor S. Arun  
28/12/19
31. T. VIVEK RANKUMAR  
MOD / F&IS T. Vivek  
28/12/19
32. S. G. JAYAN  
Sri G. Jayan 2 BODI BODI KIRAN S. G. Jayan  
28/12/19
33. JAIVEER KUMAR A  
Asst. prof - F&IS J. K. A  
28/12/19
34. R. DHAMOTHARAN  
Asst. Prof, Dept of Commerce R. Dhamo  
28/12/19
35. C. R. AJAYARATHAN  
Instructor - Dept. of viscom C. R. A  
28/12/19
36. S. R. S

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37	P. Selvam, AP, MBA	<i>[Signature]</i> 28/12/14
38	R. Sivambaraman AP Maths	- <i>[Signature]</i> SV 28/12/14
39	E. JACOB JEBARAJ, AP, MCBHM	- <i>[Signature]</i>
40	K. Perumal Kannan Asst. Professor.	<i>[Signature]</i> S.P. Jay 28/12/14
41	R. Ganesh - INSTRUCTOR - MCBHM	<i>[Signature]</i>
42	P. Anand - Asst professor	- <i>[Signature]</i> P. Anand
43	B. JALAKANTHAN - Asst Professor	- <i>[Signature]</i>
44	R. BRAMESHWARAN - Asst professor	- <i>[Signature]</i> 28/12/14
45	P. Gnanamudalan - Asst Prof	- <i>[Signature]</i> P. Gnanamudalan 28.12.14
46	D. Elango - Instructor	- <i>[Signature]</i> Aug 28/12/14
47	M. Arigopal - HOD INH	- <i>[Signature]</i> 28/12/14
48	Dr. K. Rajesh Kumar - HOD/BBA	- <i>[Signature]</i> 28/12/14
49	S. SIVAKUMAR, A.P.	<i>[Signature]</i> 28/12/14
50	M. Raghu Kishore HOD/room	- <i>[Signature]</i> 28/12/14
51	Dr S. Purnan HOD MBA	- <i>[Signature]</i> 28/12/14
52	D. Abraham Pradeep - A.P - MBA	- <i>[Signature]</i>



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Minutes of the Meeting:

- The NAAC Re-Accreditation Process – Faculty Development Programme was organized on 28.12.2019.
- Dr.Saira Banu, Assistant Professor of Fatima College of Arts & Science, Madurai was the Resource Person.
- Principal Dr.B.Ramamoorthy welcomed the gathering.
- NAAC Advisor Dr.R.L.Ramnath, introduced the Chief Guest.
- The Resource Person dealt on various topics regarding the NAAC Process. The person keeps on insisting the members to record everything then and there.
- IQAC Administrator Dr.R.Parthiban, proposed the Vote of thanks.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/011, dt: 28.12.2019.

- Faculty members got oriented regarding the process of NAAC documents.
- The Faculty Development Programme by the resource person, Dr.Saira Banu, Assistant Professor of Fatima College of Arts & Science enriched the members.

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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SLCS-IQAC/Minutes/AY 2019-20/012

Date: 03.01.2020

**AGENDA**

- FDP on “International Financial Reporting Standards(IFRS)”

**Members Present**

Members Present	Signature
1) Dr. M. Tharani, HOD / ACCA	M. Tharani
2) Mrs. P. Balasubbulakshmi Asst. Prof. of Commerce	
3) Mrs. Nishila, AP of Comm.	
4) Mrs. V. Padmavathy, HOD, Com.	
5) Dr. S. Guruswamy, AP Com.	
6) Mrs. Shanmuga Priya, AP Com.	
7) Mr. Vairamuthu, AP, BBA	

**Minutes of the Meeting:**

- Dr. M. Tharani, HoD Honors and ACCA welcomed the gathering.
- Mr. Madesh Kuppusamy, ACCA- UK certified Faculty with International Chartered Accountants of India delivered a talk on IFRS for an effective Student Centric Teaching and Learning.
- The FDP is designed so as to upgrade the teaching, teaching and research skills of commerce faculty members.
- Mrs. V. Padmavathy, HoD Commerce, Proposed Vote of Thanks

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-  
IQAC/Minutes/AY 2019-20/012, dt: 03.01.2020.

- Faculty members got oriented regarding the ACCA- UK certified Faculty with International Chartered Accountants of India delivered a talk on IFRS for an effective Student Centric Teaching and Learning.
- The FDP really help the Faculty to enhance in Teaching and Learning factors.

\*\*\*\*\*

**IQAC Coordinator**



Members Present

- 21) Dr. B. Ramamurthy, Principal, SLCS
- 22) Dr. R. R. Ramnath Advisor, DEAC
- 23) Dr. S. Priya Dean Academic
- 24) R. Suganthi Hefgilla
- 25) Dr. R. Durgadevi
- 26) N. Anuradha Asst Prof & Head
- 27) Dr. M. THARANI B. Com (HONS) - MOD (IC)

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08 Mrs. V. PADMAVATHY  
HOD, Commerce (B.com(B&I)) V. Padma 6/1/2020

09 I. VIVEK RAMKUMAR  
HOD / F&IS 6/1/2020

10 P. THIRUNAVUKKARASU  
HOD - Animation 6/1/2020

11. Dr S. PUGALANTHI  
HOD - MBA 6/1/2020

12. M. ATHIGOPAL  
HOD - NETWORKING 6/1/2020

13. P. THANGAMUTHU  
Director of Physical Education  
Minutes of the meeting. 6/1/2020

→ Principal welcomed all the Heads of the Department.

→ Advisors read out the Pongal Celebration Committee list.

→ Girls can come in Chowdhat and Boys only in Brnals

→ Principal informed the Annual Day to be celebrated on 26/02/2020.

→ Heads should

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→ Principal also informed about the sports to be conducted on 25/01/2020.

→ Staff should render full cooperation for Pongal Celebration Sports Day.

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**Action taken Report:**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-  
IQAC/Minutes/AY 2019-20/013, dt: 06.01.2020.

- The Pongal Celebration Committee was formed.
- Around 11 Competitions were conducted and the winners were awarded during the Annual Day Celebration.

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**IQAC Coordinator**



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**SLCS-IQAC/Minutes/AY 2019-20/014**

**Date: 08.01.2020**

**Agenda:**

- Status report of the preliminary data and evidences collected by the Criterion in-charges for AQAR 2018-19.
- Verification of data and evidences for uploading in NAAC website.
- To approve the process of uploading the AQAR: 2018-19.

**College Council-Members Present:**

Sl.No.	Name	Designation	Signature
1.	Dr. R. Lakshmipathy	President	
2.	Mr. R. Ramkumar	Management Executive	
3.	Mr. J. Krishnamurthy	Coordinator-Adminstration	
4.	Dr. B. Ramamoorthy	Principal	
5.	Dr. S. Priya	Dean-Academics	
6.	Dr. M. Meera	Controller of Examinations	
7.	Dr. R. L. Ramnath	Advisor - NAAC	
8.	Dr. R. Parthiban	IQAC-Administrator	
9.	Mrs. R. Suganthi Hepzibha	IQAC Coordinator	
10.	Dr. S. Pugalanthi	HoD- MBA	
10.	Mrs. V. Padmavathy	HoD- Banking & Insurance	

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11.	Dr. K. Rajesh Kumar	HoD- Logistic & Shipping Management	
12.	Mr. M. Athi Gopal	HoD -Networking	
13.	Mrs. N. Anuradha	HoD- Computer Science	
14.	Mr.P.Thirunavukkarasu	HoD - Animation	
15.	Dr. M. Raghu Kalidasan	HoD -Visual Communication	
16.	Mr. C. Suresh Kumar	HoD –Marine Catering & Hotel Management	
17.	Mr. I. Vivek Ramkumar	HoD – Fire and Industrial Safety	
18.	Dr. P. Durgadevi	HoD- Food Science & Processing Management	
19.	Mr. D. Abraham Pradeep	Member- Finance Committee	
20.	Mr. S. Kumar	NSS Nodal Officer, NSS Unit :105	
21	Mr. P. Thangamuthu	Director - Physical Education	

**Minutes of the Meeting:**

- Status of the preliminary data and evidences were collected by the Criterion in-charges for AQAR 2018-19, has been verified.
- The data and evidences were also verified by the IQAC and the same was finalized for uploading in NAAC website.
- The College Council also approved the same by verifying all the data and evidences.
- The resolution was passed in the meeting to upload the AQAR for the academic year 2018-19 in the last week of January, 2020.

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**Action Taken Report**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/0014, dt: 08.01.2020.

- The Final draft of AQAR 2018-19 was verified.
- The AQAR 2018-19 was uploaded / submitted successfully in the portal through the NAAC website on 31.01.2020 (Friday).

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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SLCS-IQAC/Minutes/AY 2019-20/015

Date: 09.01.2020

Agenda

- Finalize the AQAR 2018- 2019

Members present

- |    |  |                                      |
|----|--|--------------------------------------|
| 1) | Shri. R. Ramkumar,<br>Management Executive.  | and In time                          |
| 2) | Dr. B. Ramamoorthy,<br>Principal, SLCS.      | B. Ramamoorthy<br>9.1.2020           |
| 3) | Dr. R. L. Ramnath,<br>Advisor, SLCS.         | R L Ramnath                          |
| 4) | Dr. S. Priya,<br>Dean Academics              | S. Priya                             |
| 5) | Dr. R. Parthiban,<br>IQAC Administrator      | R Parthiban<br>09.01.2020            |
| 6) | R. Suganthi Hepzibha<br>IQAC- Coordinator    | R Suganthi                           |
| 7. | DR. M. THARANI<br>HOD (i/c) - B. Com (HONS.) | M. Tharani<br>09/01/2020<br>10:30 am |
| 8  | Mrs. V. PADMAVATHY<br>HOD, Commerce          | V. Padma<br>10:30 am                 |



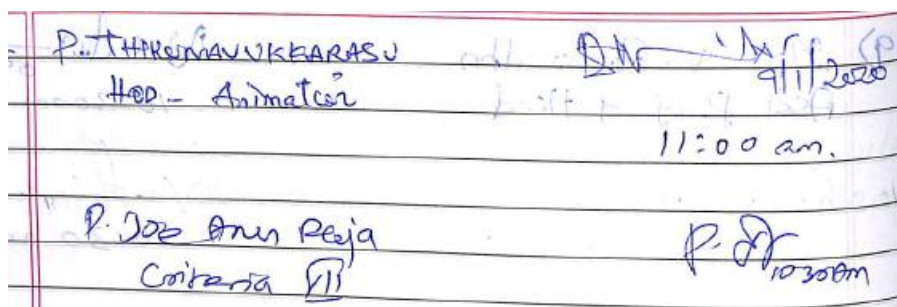
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- 9) Mos. N. Anuradha  
Asst Prof & Head  
N. Anuradha  
09/10/2020  
10:30 am
- 10) Dr. R. Durgadevi  
Asst. prof & Head i/c  
R. Durgadevi  
9/10/2020  
10:30 am.
- 11) Dr. S. P. V. S. S. S. S.  
HOD MBA  
S. P. V. S. S. S. S.  
9/10/2020  
10:30 am
- 12) P. Selvam, A.P. MBA  
P. Selvam  
(10:30 am)
- 13) ANBUSATHIYAN R  
Asst. Professor - viscom  
R. Anbusathiyar  
9/10/2020  
10:30 am
- 14) Suresh Kumar. C  
HOD, NC&HM  
S. Suresh Kumar  
9/10/2020  
10:30
- 15) Dr. K. Rajesh Kumar  
HOD-BBA  
K. Rajesh Kumar  
9/10/2020  
10:30
- 16) I. VIVEK RAMKUMAR  
HOD / F&IS  
I. Vivek Ramkumar  
9/10/2020  
10:45
- 17) M. PURUSHOTHAMAN  
Asst-PROF. ANIMATION  
M. Purushothaman  
9/10/2020  
10:40
- 18) V. RAJAVARDHAN  
Instructor, VISCOM  
V. Rajavardhan  
9/10/2020  
10:40 am
- 19) M. ATHIGOPAL  
HOD - NETWORKING  
M. Athigopal  
9/10/2020  
11:00 am

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**Minutes of the Meeting**

1. Management Executive presided over the meeting
2. Principal Dr. B. Ramamoorthy welcomed the gathering
3. Advisor Dr. R. L. Ramnath informed the Heads and Criterion incharges to check the data once again
4. Heads of the departments are updation and so all the criteria were sent to the department and the heads should send no updation within 2 days
5. All the Criterion Incharges were asked to have the relevant documents with them
6. It is proposed by the Management Executive to submit it in the 3rd week of January.
7. All the criterion should be updated and be ready with all relevant details on or before 13.01.2020
8. Dean Academics proposed the Vote of Thanks.

\*\*\*\*\*

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**Action Taken Report**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/015, dt: 09.01.2020.

- The AQAR 2018-19 data collection and submission in the IQAC Office was done.

\*\*\*\*\*

**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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SLCS-IQAC/Minutes/AY 2019-20/016

**Date: 10.01.2020**

**Agenda**

- Admission – 2020-2021 Phase I Meeting

**Minutes of the Meeting**

- Principal Chaired the meeting .IQAC Advisor, Dean Academics, IQAC Administrator and all Heads were present. The following suggestions were made in the meeting.
  1. Placement must be enhanced so that admission may be increased.
  2. Lunch time in the II shift may be reduced to half -an- hour, so that the girl students will reach home before it becomes dark (6.pm)
  3. If possible, college may be conducted in general shift (single time). One separate building from RLINS can be allotted for SLCS to accommodate our students. The Vice – Principal’s office can be shifted there for effective administration. There should not be any interference of RLINS staff.
  4. There will be only two trips for our buses but no. of. bus may be increased.
  5. A bus may be operated from Virudunagar.
  6. All Courses may be conducted in the Non – Residential form.
  7. Members felt that as we apply for one more section in B.Com (B&I), Admissions to B.Com (Honors), B.Com (Honors) with ACCA and BBA may be affected. And so all B.Com courses may be conducted in non- residential form
  8. Our College activities must be given priority to publish in the Newspaper, particularly in Dinamalar.
  9. College Name must be displayed in a significant way, at the entrance.
  10. Word of mouth added by the students must be improved.
  11. Menu in Hostel Mess must be changed / improved according to the genuine needs of the Hostellers.
  12. Canteen timing and facilities must be changed / improved. Feedback must be obtained from students.
- IQAC Coordinator Mrs.R.Suganthi Hepzibha proposed the Vote of Thanks.

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**Action Taken Report**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/016, dt: 10.03.2020.

- Admission Process resolution were made for the academic year 2020-21.

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**IQAC Coordinator**

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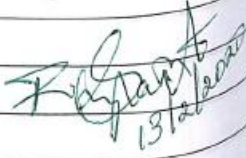

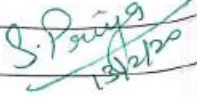


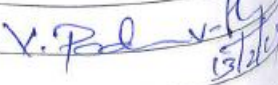
SLCS-IQAC/Minutes/AY 2019-20/017

Date: 13.02.2020

**Agenda**

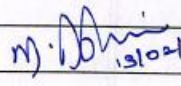
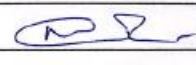
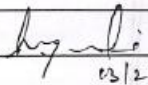
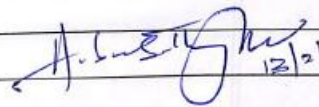
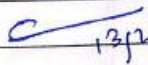
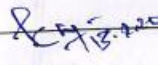
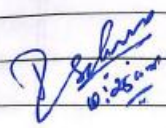
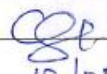



- Collection of AQAR 2018-19 supporting documents.
- Collection of AQAR 2019-20 data.
- Conduction of Board of Studies.
- Outcome Based Education.

**Members Present:**

1) Dr. R. Sujatha Principal, SLCS	 13/2/2020
2) Dr. R. L. Ramnath Advisor, IQAC	
3) Dr. S. Priya Dean, Academics	 13/2/20
4) Dr. R. P. R. R. R.	
5) R. Suganthi Hegde	 13/2/2020
6) Mrs. Y. PADMAVATHY HOD, Commerce (B.Com(Reg))	 V. Padma 13/2/20

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7. Dr. M. THARANI  
HOD(Ci/c) - B.Com (HONS)  13/02/20
8. Dr. K. NAVARATHNAM  
ASSOC. PROF., RLIMS  13/2
9. Dr. R. Angamudi Hareesh I/C  
Dept. of F&T  13/2/2020
10. ANGUSATHIYAN R  
Asstt Professor  12/2/20
11. Dr. S. Pugalanan  
HOD MBA  13/2/2020
12. Dr. K. Rajesh Kumar  
HOD- BBA.  13/2/2020
13. P. Selvam  
A.P-MBA  13/2/2020
14. C. Suresh Kumar  
HOD, MCSHM  13/02/20
15. J. Vivek Ramkumar  
HOD - F&T  13/2/20
16. N. Raghun Kalidasan  
HOD - BBA  13/2/20
17. P. Jeeva Rani Ravi  
A.P - BBA  13/2/2020

# **SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**

## **INTERNAL QUALITY ASSURANCE CELL**

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### **Minutes of the meeting:**

- Dr.R.Sujatha, Principal I/C presided over the meeting.
- Dr.R.L.Ramnath, Advisor, IQAC welcomed the gathering. He also enquired about the submission of AQAR 2018-19 supporting documents to all the members.

### **Collection of AQAR 2018-19 supporting documents**

- The following are the points informed by the Criterion In-Charges:
  - Criterion I - Mrs.V.Padmavathy
    - ✓ BoS Minutes Note Scanned Copy
    - ✓ Feedback Forms collected from the BoS Members scanned copy
    - ✓ Action Taken Report scanned copy
    - ✓ Pdf of 2018-19 Syllabus
  - Criterion II - Dr.K.Navarathinam
    - ✓ No. of students enrolled (2.2.1)
    - ✓ b) No. of teachers (2.2.1)
    - ✓ c) Awards/Recognition received (2.4.2)
    - ✓ Documents have been collected and a soft has been sent to [iqacrlr@gmail.com](mailto:iqacrlr@gmail.com) mail.
  - Criterion III - Dr.K.Rajesh Kumar
    - ✓ A mail regarding the documents has been sent to all the departments. Three departments have submitted the data already and yet to receive the mail from the other departments.
  - Criterion IV - Mr.Purushothaman
    - ✓ The documents have been collected from the SLF and Library.
    - ✓ The scanned copy is yet to receive from the Criterion Incharge.
  - Criterion V - Mr.P.Selvam
    - ✓ A mail regarding the documents have been sent to all the departments and yet to receive the mail.
  - Criterion VI - Mr.Anbu Sathiyam
    - ✓ A mail regarding the documents have been sent individually to the members and yet to receive the mail.
    - ✓ The documents have to be collected from SLF.
  - Criterion VII - Mr.P.Joe Arun Raja
    - ✓ Certain data have been collected.
    - ✓ Rest of the documents has to be collected from SLF.

### **Collection of AQAR 2019-20 data**

- It is informed to all the Heads to collect the data of 2019-20. IQAC Admin asked a deadline to collect the data of AQAR 2019-20. All the HoDs assured that they can collect it in their department itself. The relevant data may be submitted to IQAC at time of AQAR preparation.



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**Conduction of Board of Studies**

- To refine the Outcome Based Education it is decided to conduct a Workshop for the faculty members on “OBE”.
- It was decided to conduct the Board of Studies after the Workshop.
- Part I & Part II was planned to give for Second years from the academic year 2019-20 except B.Com and BBA. It was informed the HoDs to allot the Credit distributions based on that.

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**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
**INTERNAL QUALITY ASSURANCE CELL**

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**Action Taken Report:**

The following is the Action Taken Report for the Meeting Minutes SLCS/IQAC/AY 2019-20/017 dt: 13.02.2020

- As per the requisition given by the members it decided and confirmed with the Management Executive to nominated Mr.Vijay Babu Lab Assistant to scan the documents submitted by the departments. The scanned documents should be submitted on or before 17.02.2020 to the IQAC Office.
- All members need clarification on receiving and submitting the data. In this regard it is planned to have a review on AQAR 2018-19 on the next Thursday Meeting.

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
**INTERNAL QUALITY ASSURANCE CELL**

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SLCS/IQAC/AY 2019-20/018

Date: 27.02.2020

**Agenda**

- Course Outcome Survey

**Members Present**

Shri. R. Ramesh Kumar Management Executive	
Dr. R. Sujatha Principal (I/c)	
Dr. R. L. Ramnath IQAC Advisor	R. L. Ramnath
Dr. R. Parthiban IQAC Administrator	[Signature] 27/2/20
R. Suganthi Hepzibha IQAC Coordinator	R. Suganthi 27/2/20
Dr. K. NAVARATHNAM ASSOC. PROF, RLIMS	[Signature] 27/2/20
Mrs. V. PADMAVATHY HOD, Commerce	V. Padma 27/2/20

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8	Dr. M. THARANI HOD (i/c) - B.Com (Hons.)	M. Tharani 24/02/20
9	Dr. K. Rajesh Kumar HOD - BBA	R. K. Kumar 24.02.20
10	M. ATHIGOPAL HOD - Networking.	M. Athigopal
11	P. THIRUNAVUKARASU HOD - Animation	P. Thirunavukarasu
12	P. Selvam, Ap. MBA	P. Selvam
13	Dr. M. Raghu Kalidasan HOD - Viscom	Dr. M. Raghu Kalidasan
14	ANBOSATHIYAN R Asst - Professor - Viscom	A. Anbosathiyar
15	P. VIVEK RANKUMAR HOD / F&IS	P. Vivek Rankumar
16	C. SURESH KUMAR HOD MCGHM	C. Suresh Kumar 27/2/20
17	P. JOE ANNA RAJA Asst prof / network	P. Joe Anna Raja
18	N. ANURADHA Asst Prof & Head	N. Anuradha

- ❖ Dr.R.L.Ramnath, Advisor, IQAC welcomed the gathering.
- ❖ Dr.R.Sujatha, Principal I/C presided over the meeting.

**Submission of Course Outcome Survey**



**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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- It was informed to submit the indirect Course Outcome Survey on or before 26.02.2020. Except the department of Fire & Industrial Safety other departments have to submit the data on or before 27.02.2020.

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**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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**Action Taken Report:**

The following is the Action Taken Report for the Meeting Minutes SLCS/IQAC/AY 2019-20/018 dt: 27.02.2020

- Course Outcome Survey was submitted to Dr.P.Joe Arun raja, Assistant Professor of Networking.

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
**INTERNAL QUALITY ASSURANCE CELL**

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SLCS-IQAC/Minutes/AY 2019-20/019

Date: 11.03.2020

**Agenda**

- **Admission 2020-21 Phase II Meeting**
  - ✓ Sanctioned Strength and Strategies for Admission
  - ✓ Placement Record
  - ✓ Discipline and Decorum
  - ✓ Recommended Solutions for Difficulties faced by the Department

**Minutes of the Meeting**

The President presided over the meeting

- The following points were discussed with each department
  - Sanctioned Strength and Strategies for Admission
  - Placement Record
  - Discipline and Decorum
  - Recommended Solutions for Difficulties faced by the Department

**Department of Animation**

- **Admission:** Sanctioned Strength- 80
  - 51 students were admitted in the first year but currently 49 students are continuing the course (Batch-2019-22)
- **Placement Record**
  - 44 students out of 52 were placed in the campus recruitment from the 2017-20 batch
- **Strategies for Admission**

The Department members suggested to

  - advertise both in Dinamalar and Dinathanthi
  - advertise in Down South to be increased
  - advertise through Social Media such as Facebook and Instagram
  - letter to Parents to share their views
  - increase Radio Advertisements
- **Discipline and Decorum**
  - The Principal said that the department should take responsibility to check whether the students are disciplined
- **Recommended Solutions for Difficulties faced by the Department**
  - The President agreed to the request made by the department that labs will be made air conditioned in order to regulate heat

**Department of BBA (L&SM)**

## **SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**

### **INTERNAL QUALITY ASSURANCE CELL**

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- **Admission:** Sanctioned Strength- 60
  - III year (2017-20) - 40
  - II year (2018-21) - 31
  - I year (2019-22) - 47
- **Strategies for Admission**

The Department members suggested to

  - increase Local Newspaper Ads
  - Vazhikaati Program should be made more effective
  - mention Placement opportunities in Ad
- **Placement Record**
  - 13 students have been placed in the third year (2017-20 batch) since 19 students out of 38 have all cleared in the semester exams
  - Another 4 students are expected to be placed in the upcoming campus recruitment
- **Discipline and Decorum**
  - Discipline coordinator has been nominated for monitoring students in the break and lunch time
  - Every morning, Students' grooming has been checked by the faculty members of the department
- **Recommended solutions for the difficulties faced by the department**
  - Strategies for increasing the number of students in the upcoming year will be submitted
  - Swimming and driving classes should be started and completed between 3<sup>rd</sup> and 4<sup>th</sup> semester

#### **Department of English, Tamil and Mathematics**

- For CRT, students can be divided into batches if they are in large number
- Testimonials of placed students can be added in Advertisement to attract more number of students

#### **Department of Commerce**

- **Admission:** Sanctioned Strength- 60
  - III year (2017-20) - 62
  - II year (2018-21) - 65
  - I year (2019-22) - 66
- Additional section sanctioned for 120 students got approved in this academic year
- **Strategies for Admission**
  - Advertisements can be given in various Newspaper and Local News channel



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- Banner should be displayed in **KRS** School mentioning the details of the students who are placed in this academic year
- **Placement Record**
  - 27 students out of 65 are placed in the campus recruitment from the third year (2017-20 batch)
- **Discipline and Decorum**
  - The Principal said that the department should take responsibility to check whether the students are disciplined

**Note:** Action Taken Report should be submitted on or before 11/03/2020

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**Action Taken Report**

The following is the Action Taken Report of the IQAC meeting minutes SLCS-IQAC/Minutes/AY 2019-20/019, dt: 11.03.2020.

- Admission Process resolution were made and informed to the Departments for the academic year 2020-21.

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**IQAC Coordinator**

**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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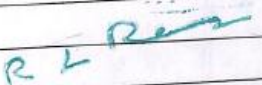
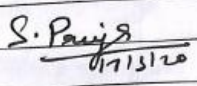
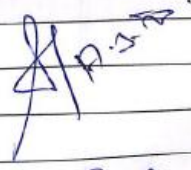
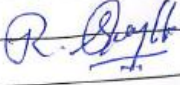
SLCS/IQAC/AY 2019-20/020

Date: 17.03.2020

**Agenda**

- Fixing new Criterion in-charges in the place of Dr.K.Navarathinam and Mr.Anbu Sathiyar.

**Members Present:**

01) Dr. R. Sujatha Principal I/C	 17/3/2020
02) Dr. R. L. Ramnath Advisor, IQAC	
03) Dr. S. Prueja Dean, Academics	 17/3/20
04) Dr. R. Parthiban Admin, IQAC	
05) R. Suganthi Jeyidla Coordinator, IQAC	

**Minutes of the Meeting**

- The meeting was chaired by the Principal and welcomed the members.
- The Criterion in-charges were nominated as the following for the academic year 2020-21.
  - ✓ Criterion I - Mrs.V.Padmavathy
  - ✓ Criterion II - Mrs.K.P.Maheswari (in place of Dr.K.Navarathinam)
  - ✓ Criterion III - Dr.K.Rajeshkumar
  - ✓ Criterion IV - Mr.Purushothaman
  - ✓ Criterion V - Mr.P.Selvam
  - ✓ Criterion VI - Mr.V.Gangadharan (in place of Mr.Anbu Sathiyar)
  - ✓ Criterion VII - Mr.P.Joe Arun Raja
- The above mentioned members should actively contribute their views towards their Criterion.
- IQAC Admin, Dr.R.Parthiban, proposed the Vote of Thanks.

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**Action Taken Report:**

The following is the Action Taken Report for the Meeting Minutes SLCS/IQAC/AY 2019-20/020 dt: 17.03.2020

- New Criterion In-charges were fixed and the data was handed over to the New Criterion In-charges.

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**IQAC Coordinator**



**SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE**  
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**SLCS/IQAC/AY 2019-20/021**

**Date: 17.03.2020**

**Agenda**

- ISO meeting for renewing the old one.

**Members Present:**

1. Dr.R.Sujatha, Principal SLCS
2. Dr.S.Priya, Dean Academics
3. Dr.R.L.Ramnath, IQAC Adviser
4. Dr.R.Parthiban, IQAC Admin

**Minutes of the Meeting:**

- Dr.R.Sujatha, Principal SLCS welcomed the gathering.
- Mr. V. Madhusuthanan, Business Development Manager, IR Class has explained the procedure for securing the ISO: 2015 Certification.
- We have explained to him the list of files maintained by us as per old ISO: 2008 Certification.
- IRC Officer then agreed to have one Gap Assessment by the IRC Team to measure the pitfalls with the old and new method.
- After that the IRC team will give the details of the new ISO procedure.
- The Officer has further added that he will send an e -mail regarding ISO: 2015 Certification.
- He also said that the college can complete the initial process within 45-90 Days.
- Dr.R.L.Ramnath, IQAC Adviser proposed the Vote of Thanks.

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**Action Taken Report:**

The following is the Action Taken Report for the Meeting Minutes SLCS/IQAC/AY 2019-20/020 dt: 17.03.2020

- ISO certification Process was postponed due to the Pandemic.
- Planned to implement later.

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**IQAC Coordinator**