

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/001

23.06.2021

Agenda

- 1. Conduction of Workshop on “New Templates of AQAR 2020-21”**
- 2. First Saturday Meeting for the AY: 2021-22**
- 3. File Audit Process**
- 4. NAAC Q&A Session Webinar**

Members Present

Sl.No.	Name	Designation
1.	Dr.R.Sujatha	Principal
2.	Dr.K.Archunan	Vice Principal
3.	Dr.S.Priya	Dean-Academics
4.	Mrs.K.P.Maheswari	Assistant Coordinators(IQAC)
5.	Mrs.R.Suganthi Hepzibha	Assistant Coordinators(IQAC)

The following is the minutes of the meeting held on 23.06.2021 in the Principal's cabin:

- 1. Conduction of Workshop on “New Templates of AQAR 2020-21”**
 - It was planned to conduct a Workshop on “New Templates of AQAR 2020-21” for all the Faculty Members before starting the preparation of drafting the AQAR 2020-21 in the new format.
 - The Principal informed the Assistant Coordinators to plan for the date of conducting.
- 2. First Saturday Meeting for the AY: 2021-22**
 - It was planned and finalized the Agenda of the First Saturday Meeting to be conducted on 03.07.2021 for the Heads of the Departments and the Criterion In-Charges.
- 3. File Audit Process**

- It was planned to inform the departments to submit the File In-Charges for the Academic Year 2021-22.
- It was also decided to submit on or before 03.07.2021.

4. NAAC Q&A Session Webinar

- It was planned to inform the departments to register in the NAAC Q&A Session which is scheduled on 01.07.2021 by the NAAC, Bangalore.
- It was also planned to assemble all the members In the F-32 Hall to attend the Session without any disturbance.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/001

The following is the Action Taken Report of the meeting held on 23.06.2021 in the Principal's cabin:

1. Conduction of Workshop on "New Templates of AQAR 2020-21"

- The Workshop was conducted on 25.06.2021 and 30.06.2021 for all the Faculty members.
- The IQAC Assistant Coordinators Mrs.K.P.Maheswari and Mrs.R.Suganthi Hepzibha explained the Key indicators and the Metrics of the Criterion.

2. First Saturday Meeting for the AY: 2021-22

- The First Saturday Meeting was conducted on 03.07.2021 for the Heads of the Departments and the Criterion In-Charges.
- As planned, the DQAC Minutes Note was submitted by all the departments.

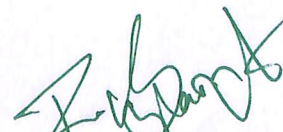
3. File Audit Process

- All the departments submitted the File In-Charges for the Academic Year 2021-22.

4. NAAC Q&A Session Webinar

- As planned, the HoDs and Criterion In-Charges registered and attended the Session in the F-32 Hall on 01.07.202.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/002

05.07.2021

Agenda

- 1. Composition of IQAC 2021 – 22**
- 2. Initiatives to be taken for the AY: 2021 - 22**

Members Present

Sl.No.	Name	Designation
1.	Dr.R.Lakshmipathy	President
2.	Shri.R.Ramkumar	Management Executive
3.	Dr.R.Sujatha	Principal
4.	Dr.K.Archunan	Vice Principal
5.	Dr.S.Priya	Dean-Academics
6.	Mrs.K.P.Maheswari	Assistant Coordinators(IQAC)
7.	Mrs.R.Suganthi Hepzibha	Assistant Coordinators(IQAC)

The following is the minutes of the meeting held on 05.07.2021 in the Principal's cabin:

1. Composition of IQAC 2021 – 22

- It was planned to form the new composition for IQAC for the Academic Year 2021 – 22.

2. Initiative to be taken for the AY: 2021-22

- Registering in Institution's Innovation Council (IIC)
- Registering in National Institute Ranking Framework (NIRF)
- Extension / Outreach Activities under the head SLCS-Samaaj Seva
- Language Enhancement Program through "Capshine"
- Motivating the students to register in Academic bank of Credits (ABC)
- Introduction of New Programme P G Diploma in Animation Techniques


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/002

The following is the Action Taken Report of the meeting held on 05.07.2021 in the Principal's cabin:

1. Composition of IQAC 2021 – 22

- The new composition for IQAC for the Academic Year 2021 – 22 was made and uploaded in the College website.

2. Initiative to be taken for the AY: 2021-22

- A committee was formed to register and to proceed with the activities for the Institution's Innovation Council (IIC)
- A committee was formed to register and to proceed with the registration of National Institute Ranking Framework (NIRF)
- Extension / Outreach Activities under the head SLCS-Samaaj Seva was conducted from the month of January 2023 onwards.
- Language Enhancement Program through "Capshine" was introduced with 60 set of students as a first batch
- Motivated the students by organizing an orientation program and the NAD cell of SLCS made the students to register in Academic bank of Credits (ABC)
- Introduced the New Programme P G Diploma in Animation Techniques from the AY: 2021-22 onwards


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE
INTERNAL QUALITY ASSURANCE CELL
MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/003

13.08.2021

Agenda

- 1. Progression of the Academic Year 2020-21**
- 2. Plan of Action for the Academic Year 2021-22**
- 3. Preparation of AQAR 2020-21**

Members Present

Sl. No	Names	Designation
1	Dr. R. Lakshmipathy	President - Patron
2	Dr. R. Sujatha	Principal - Chairman
3	Mr. R. Ramkumar	Management Representative
4	Dr. K. Archunan	Vice Principal
5	Dr. S. Priya	Dean - Academics
6	Mrs. K. P. Maheswari	IQAC Assistant Coordinator cum Asst. Prof. - Computer Science
7	Mrs. R. Suganthi Hepzibha	HoD & Asst. Prof. - English cum IQAC Assistant Co-ordinator
8	Mr. J. Krishnamurthy	Senior Administrative Officer
9	Mr. H. Jeyaraman	Office Superintendent
10	Mrs. V. Padmavathy	HoD & Asst. Prof., Dept. of Commerce (B & I) - Member
11	Dr. K. Rajeshkumar	HoD & Asst. Prof., Dept. of BBA - Member
12	Mr. V. Gangadharan	Asst. Prof., MC & HM - Member
13	Mr. P. Selvam	Asst. Prof., Dept. of MBA - Member
14	Dr. D. Abraham Pradeep	Asst. Prof., Dept. of MBA - Member
15	Ms. T. Shunmugapriya	Asst. Prof., Dept. of Networking - Member
16	Dr. P. Shanmugapriya	Asst. Prof., English - Member
17	Mr. Babu Shajan Kevin	HoD i/c & Asst. Prof., Dept. of Viscom - Member
18	Mr. K. Vijayanand	Librarian - Member

19	Mr. G. R. Srinath	System Administrator - Member
20	Dr.N.Meenakshi Sundaram	Auditor - Community Representative
21	Mr. Balasundar	Founder - Director, Balsu Success Academy - Industrialist
22	Mr. R. Parameswaran	Delivery Centre Head, TCS, Brazil – External Expert
23	Mr. V. Ganesh Kumar	Director, JK Foods & Dairy Products - Employer
24	Mr. R. Deivendran	Nedumadurai Panchayat President Community Representative from Local Village Panchayath President, Solungurini
25	Mr. G. Maniraj	Community Representative from Local Village
26	Mr.G.Nambirajan	Alumni
27	Varshitha.M.S	I MBA
28	Madhubala.S	II B.Sc Animation
29	Bhuvana.G	II B.Com (Honours - ACCA)
30	Nivethan. K	II B.Sc Fire & Industrial Safety

The following is the minutes of the meeting held on 13.08.2021:

1. Progression of the Academic Year 2020-21

- Implementation of Life Skill courses as per the UGC initiative
- Enhancement of Teaching Learning process through LMS
- UNNAT BHARATH ABHIYAN was implemented for extension activities in the adopted villages.
- Student Induction Program was successfully conducted for 21 days through Online Mode.

2. Plan of Action for the Academic Year 2021-22

- Two PG Diploma Programmes in Animation Techniques and Cinematography to be introduced.
- New Research Policy to be proposed to enhance the research ambience.

- More number of Extension activities to be organised through NSS, departments and under the scheme Unnat Bharat Abhiyan and SLCS-Samaaj Seva
- Skill Enhancement activities to be organized for improving students' capabilities.
- The dates of national and international commemorative days and festivals to be incorporated in the academic calendar.
- As a regular practice, green audit surveillance report to be prepared based on the inspection done by the experts.

3. Preparation of AQAR 2020-21

- The Annual Quality Assurance Report (AQAR) for the Academic Year 2020-21 has to be submitted online in the month of January 2022.
- Already the format has been explained by the IQAC Assistant Coordinators.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT


SLCS-IQAC/ATR/AY 2021-22/003

The following is the Action Taken Report of the meeting held on 13.08.2021 in the Board Room:

1. Plan of Action for the Academic Year 2021-22

- Two PG Diploma Programmes in Animation Techniques and Cinematography was introduced.
- New Research Policy was framed & circulated among the faculty members to enhance the research ambience.
- Extension activities were organised under the name SLCS-Samaaj Seva
- Skill Enhancement activities were organized for improving students' capabilities.
- The dates of national and international commemorative days and festivals were incorporated in the academic calendar.
- Green audit surveillance report was prepared based on the inspection done by the experts.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/004

18.09.2021

Agenda

- 1. Review Meeting - I of AQAR 2021-22**
- 2. Criterion I, Criterion II & Criterion III**

Members Present

Sl.No.	Name	Designation
1.	Dr.R.Sujatha	Principal
2.	Dr.K.Archunan	Vice Principal
3.	Dr.S.Priya	Dean-Academics
4.	Mrs.K.P.Maheswari	Assistant Coordinators(IQAC)
5.	Mrs.R.Suganthi Hepzibha	Assistant Coordinators(IQAC)
6.	Mrs.S.Nirmaladevi	Assistant Professor, CS
7.	Mrs.V.Padmavathy	HoD – B.Com
8.	Mr.G.Aathigopal	HoD – Networking
9.	Mrs.S.Deepalakshmi	HoD i/c, FSPM
10.	Mr.C.Sureshkumar	Hod - MCHM
11.	Dr.K.Rajeshkumar	HoD – BBA
12.	Mr.P.Kishorekumar	HoD i/c – Animation
13.	Mrs.Babu Shajan Kevin	HoD - Viscom
14.	Mr.V.Gangadharan	Assistant Professor, MCHM
15.	Mr.I.Vivek Ramkumar	HoD i/c – F&IS
16.	Mr.P.Selvam	Assistant Professor, MBA
17.	Mrs.N.Anuradha	HoD – CS
18.	Dr.D.Abraham Pradeep	Assistant Professor, MBA
19.	Dr.D.Selvaraj	HoD – ACCA
20.	Mrs.N.Ammupriyadharsini	Assistant Professor, MBA
21.	Ms.T.Shunmugapriya	Assistant Professor, Networking
22.	Mr.S.Ravishankar	HoD - Honours

The following is the minutes of the meeting held on 18.09.2021 in the Board Room:

1. Review Meeting - I of AQAR 2021-22

- Criterion I was presented by Mrs.V.Padmavathy & Mrs.S.Deepalakshmi. Few data to be verified from the departments. It was informed in the forum that the qualitative & quantitative should be presented along with the supporting documents in the Review Meeting – II.
- Criterion II was presented by Mrs.R.Suganthi Hepzibha & Mrs.S.Nirmaladevi. It was informed in the forum that the qualitative & quantitative should be presented along with the supporting documents in the Review Meeting – II.
- Criterion III was presented by Dr.K.Rajeshkumar and Mr.Babu Shajan Kevin. It was informed in the forum that the qualitative & quantitative should be presented along with the supporting documents in the Review Meeting – II.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

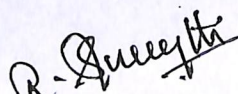
ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/003

The following is the Action Taken Report of the meeting held on 18.09.2021 in the Board Room:

1. Review Meeting - I of AQAR 2021-22

- Criterion I, Criterion II & Criterion III was presented in the Review Meeting - II held in the month of December.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/005

08.10.2021

- 1. Review Meeting- II for AQAR 2020 – 21**
- 2. File Audit completion for Cells, Committees & Clubs**

Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vive Principal
3	Dr.S.Priya	Dean Academics
4	Mrs.R.SuganthiHepzibha	Asst. Coordinator (IQAC) cum Asst. Professor
5	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Professor
6	Dr.M.Subramanian	HoD-MBA
7	Dr.K.Rajeshkumar	HoD – BBA
8	Mrs.V.Padmavathy	HoD – Commerce (B&I)
9	Mrs.N.Anuradha	HoD – CS
10	Dr.D.Selvaraj	HoD – Commerce (ACCA)
11	Mr.S.Ravishankar	HoD – Commerce (Hons)
12	Mr.Aathi Gopal	HoD – Networking
13	Mr.C.Suresh Kumar	HoD – MC&HM
14	Ms.Deepalakshmi	HoD – FSPM
15	Mr.I.VivekRamkumar	HoD - FIS


The following are the minutes of the meeting held on 08.10.2021 in the Board Room:

1. Review- II meeting for AQAR 2020 – 21

- All the criterion in-charges and Assistant Criterion in-charges informed the confirmation of the process of physical verification of files in all the departments and the status of the verification was presented.
- The criterion in-charges Criterion - I, Criterion – II, Criterion – III and Criterion- IV incorporated the suggestions & corrections in the excel sheet for the QnM metrics. The data has been uploaded in the “UPDATED Contents (Consolidated Excel file alone)” available in the drive link on 12.10.2021. The uploaded data in excel format will be freezed on 16.10.2021 in the Saturday meeting.
- The corrections made in the qualitative metrics were rectified on or before 13.10.2021 and the second draft to be mailed to iqacrlr@slcs.edu.in (This is applicable for Criterion - I, Criterion – II, Criterion – III and Criterion- IV)

3. File Audit for Cells, Committees & Clubs

- The Overall Club Co-ordinator presented the status report of the file audit for Cells, Committees & Clubs.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

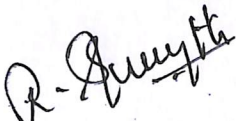
ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/005

The following is the Action Taken Report of the meeting held on 08.10.2021 in the Board Room:

1. Review- III meeting for AQAR 2020 – 21

- The criterion in-charges and Assistant Criterion in-charges completed the process of updating and the same has been uploaded in the “UPDATED Contents (Consolidated Excel file alone)” available in the drive link on 12.10.2021.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/006

22.11.2021

1. AQAR 2020 – 21 Data approving

Members Present


Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vive Principal
3	Dr.S.Priya	Dean Academics
4	Mrs.R.SuganthiHepzibha	Asst. Coordinator (IQAC) cum Asst. Professor
5	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Professor
6	Dr.M.Subramanian	HoD-MBA
7	Dr.K.Rajeshkumar	HoD – BBA
8	Mrs.V.Padmavathy	HoD – Commerce (B&I)
9	Mrs.N.Anuradha	HoD – CS
10	Dr.D.Selvaraj	HoD – Commerce (ACCA)
11	Mr.S.Ravishankar	HoD – Commerce (Hons)
12	Mr.Aathi Gopal	HoD – Networking
13	Mr.C.Suresh Kumar	HoD – MC&HM

14	Ms.Deepalakshmi	HoD – FSPM
15	Mr.I.VivekRamkumar	HoD - FIS

The following are the minutes of the meeting held on 22.11.2021 in the Board Room:

1. AQAR 2020 – 21 Data approving

- Part A, Extended Profile data and Future Plans for the academic year 2021 – 22 was presented by the IQAC Assistant Coordinators and it was approved by the College Council members.
- The individual Criterion was presented by the respective Criterion In-Charges and Assistant Criterion In-Charges. The clarity regarding the data was enquired by the members and the same was clarified. Few changes in the additional documents were needed and the same was scheduled to submit on or before 12.12.2021.
- The IQAC in discussion with the Principal and Management planned to upload the process of uploading the AQAR 2020 – 21 from 29.11.2021 onwards.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

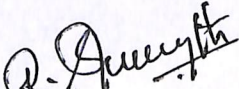
ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/006

The following is the Action Taken Report of the meeting held on 22.11.2021 in the Board Room:

1. AQAR 2020 – 21 Data approving

- As planned the AQAR 2020 – 21 Part A was uploaded on 29.11.2021 and the Extended Profile data was uploaded on 30.11.2021.
- The Part B which comprises of all the 7 Criterion and the Future Plan is scheduled to upload before 31.12.2021.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/007

06.12.2021

1. Planning & Preparation of Academic & Administrative Audit

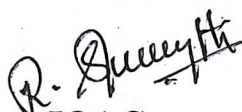
Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vice Principal
3	Dr.S.Priya	Dean Academics
4	Mrs.R.SuganthiHepzibha	Asst. Coordinator (IQAC) cum Asst. Professor
5	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Professor
6	Dr.M.Subramanian	HoD-MBA
7	Dr.K.Rajeshkumar	HoD – BBA
8	Mrs.V.Padmavathy	HoD – Commerce (B&I)
9	Mrs.N.Anuradha	HoD – CS
10	Dr.D.Selvaraj	HoD – Commerce (ACCA)
11	Mr.S.Ravishankar	HoD – Commerce (Hons)
12	Mr.Aathi Gopal	HoD – Networking
13	Mr.C.Suresh Kumar	HoD – MC&HM
14	Ms.Deepalakshmi	HoD – FSPM
15	Mr.I.VivekRamkumar	HoD - FIS

The following are the minutes of the meeting held on 06.12.2021 in the Board Room:

1. Planning & Preparation of Academic & Administrative Audit

- It was planned to conduct the Academic & Administrative Audit on 29.12.2021 by the External Expert Dr.M.G.Sethuraman, Gandhigram Deemed to be University.
- The IQAC, Placement Officer and all HoDs should present a PPT on the day of Audit.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

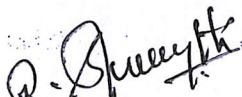
ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/007

The following is the Action Taken Report of the meeting **SLCS-IQAC/ATR/AY 2021-22/007** held on 06.12.2021 in the Board Room:

1. Planning & Preparation of Academic & Administrative Audit

- The Academic & Administrative Audit on 29.12.2021 was done by the External Expert Dr.M.G.Sethuraman, Gandhigram Deemed to be University.
- The IQAC, Placement Officer and all HoDs presented a PPT on the day of Audit.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/008

29.12.2021

Agenda

- 1. Administrative & Academic Audit by Dr.M.G.Sethuraman, Professor of Chemistry, Director (R&D), The Gandhigram Rural Institute (Deemed to be University), Gandhigram, Dindigul.**

Members Present

Sl. No.	Name of the Faculty	Designation
1	Shri.R.Ramkumar	
2	Dr.R.Sujatha	Principal
3	Dr.K.Archunan	Vice Principal
4	Dr.S.Priya	Dean Academics
5	Mrs.R.Suganthi Hepzibha	Asst. Coordinator (IQAC) cum Asst. Prof.
6	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Prof.
7	Dr.M.Subramanian	HoD-MBA
8	Dr.K.Rajeshkumar	HoD – BBA
9	Mrs.V.Padmavathy	HoD – Commerce (B&I)
10	Mrs.N.Anuradha	HoD – CS
11	Dr.D.Selvaraj	HoD – Commerce (ACCA)
12	Mr.S.Ravishankar	HoD – Commerce (Hons)
13	Mr.Aathi Gopal	HoD – Networking
14	Mr.C.Suresh Kumar	HoD – MC&HM
15	Ms.Deepalakshmi	HoD – FSPM
16	Mr.I.Vivek Ramkumar	HoD – FIS
17	Mr.V.Gangadharan	Criterion IV i/c

18	Dr.D.Abraham Pradeep	Criterion VI i/c
19	Mr.P.Selvam	Criterion V i/c
20	Dr.N.Ammu Priyadharshini	Criterion VII i/c
21	Ms.T.Shunmugapriya	Assistant Criterion VI i/c

The following is the minutes of the Administrative Academic Audit held on 29.12.2021 in the Board Room:

CRITERION - I

1. Implementation of Activity Integrated Curriculum.
2. Implementation of Credit Transfer / Flexi Credit System - NPTEL / SWAYAM
3. Introduction of Ethics Courses to be increased
4. Identification of uniqueness in the Curriculum by all the Programmes.
5. The Board of Studies should be conducted only once in a Year. The revision should be shown only after a batch of student completes his / her course of study in the college.
6. Concentration to be given on the certificates issued for the Value Added Courses.
7. All the departments should focus to increase number of activities in the department.
8. Initiatives to be taken for NAD.

CRITERION – II

1. Improvements should be shown in the Teaching Learning methodologies.
2. Teachers should adopt towards usage of ICT tools in the Teaching Learning methodologies.
3. Activities for experiential learning, participative learning and problem-solving methodologies for enhancing the learning experiences.
4. IT integrations to be strengthened.

CRITERION – III

1. Each and Every faculty members should concentrate on Research activities. The concentration should be given on Paper publications in UGC care list journals or Scopus index journals.

2. Extension Activities should be conducted regularly by the departments, NSS, YRC & RRC (atleast 3 activities per departments)

CRITERION – IV

1. Purchase of Library books to be increased (minimum of 16 books per student and teacher) and introducing of new labs should be focused.
2. The concentration should be focused on new addition of Books, addition of Labs and addition of new equipments.

CRITERION – V

1. Students should be taken to Industrial Visits. The place of visits should suit the programme that the student is undergoing.
2. Assistance for availing community wise Scholarship.

CRITERION – VI

1. Professional Development Programs to be increased.
2. Workshops / Seminars / Webinars / Conferences to be organized by the IQAC.
3. Registration in NIRF and other ranking portals.
4. Analysis of data with other colleges.

CRITERION – VII

1. All the National days, International Days, Leaders Birthdays should be celebrated relevantly.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

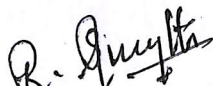
Action Taken Report

SLCS-IQAC/ATR/AY 2021-22/008

The following is the Action Taken Report of the meeting held on 29.12.2021 in the Board Room:

1. The Review of the AAA report

- The points noted in the AAA were sent to all departments and the activities were started to proceed from January 2022 onwards.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/009

03.01.2022

Agenda

1. Discussion regarding the NAAC 5th Cycle
2. AISHE Submission
3. International Program On “Interconnection Of Multidisciplinary Facts – An Approach”
4. A One Day Online International Career Interaction Program On The Topic “Take Your Passion To The Next Level”

Members Present

Sl.No.	Name	Designation
1.	Dr.R.Lakshmipathy	Honorable President
2.	Shri.R.Ramkumar	Management Executive
3.	Dr.R.Sujatha	Principal
4.	Mrs.K.P.Maheswari	Assistant Coordinators(IQAC) cum Assistant Professor
5.	Mrs.R.Suganthi Hepzibha	Assistant Coordinators(IQAC) cum Assistant Professor

The following is the minutes of the meeting held on 03.01.2022 in the Principal's cabin:

1. 5 Year Period of 5th Cycle

- The Present (5th) Cycle started on June 2017 and will end on May 2022.
- We are in the 5th Cycle of NAAC Assessment.
- The next Cycle (6th Cycle) will start from June 2022 and will end on May 2027.

2. Progress in the current cycle

- As on date (03.12.2021) we have completed 4 years and we are in the 5th year.

3. File Audit Process (Internal & External)

- File Verification Team (External) will visit the college on 11.12.2021 and 12.12.2021.

- The suggestions given by the team should be carried forward on or before 15.12.2021.
- The 2021 – 22 Academic file verification (Internal) will be done on 08.01.2022 (Saturday)

4. AISHE Submission

- The process of submitting AISHE for the AY: 2021 – 22 was successfully completed on 31.01.2022.

5. International Program On “Interconnection Of Multidisciplinary Facts – An Approach”

- It is proposed to conduct the Program for the final year students. Mr. BASKAR MADASAMY Senior Backend Engineer, Mashreq Bank, Dubai is planned to invite as the Chief Guest.

6. A One Day Online International Career Interaction Program On The Topic “Take Your Passion To The Next Level”

- It is proposed to conduct the Program for the interested students of all the years. Ms.SUDHA VETRI, Founder &CEO of Subscribi, Austin, Texas, United States is planned to invite as the Chief Guest.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/009

The following is the Action Taken Report of the meeting held on 03.01.2022 in the Principal's cabin:

1. International Program On “Interconnection Of Multidisciplinary Facts – An Approach”

- The Program for the final year students was conducted on 28.01.2022 in the College Auditorium. Mr. BASKAR MADASAMY Senior Backend Engineer, Mashreq Bank, Dubai was the Chief Guest for the session.

2. A One Day Online International Career Interaction Program On The Topic “Take Your Passion To The Next Level”

- The Program for the interested students on 24.01.2022. Ms.SUDHA VETRI, Founder &CEO of Subscribili, Austin, Texas, United States was the Chief Guest for the session.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/010

03.02.2022

Agenda

1. NIRF Registration

2. NAD Registration

3. AQAR Submission

4. Seminar on Role of Media In Education Prespective: Pros And Cons

Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vice Principal
3	Dr.S.Priya	Dean Academics
4	Mrs.R.Suganthi Hepzibha	Asst. Coordinator (IQAC) cum Asst. Prof.
5	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Prof.
6	Dr.M.Subramanian	HoD-MBA
7	Dr.K.Rajeshkumar	HoD – BBA
8	Mrs.V.Padmavathy	HoD – Commerce (B&I)
9	Mrs.N.Anuradha	HoD – CS
10	Mr.P.Kishore Kumar	HoD - Animation
11	Dr.D.Selvaraj	HoD – Commerce (ACCA)
12	Mr.S.Ravishankar	HoD – Commerce (Hons)
13	Mr.Aathi Gopal	HoD – Networking
14	Mr.C.Suresh Kumar	HoD – MC&HM
15	Ms.A.Sona	HoD – FSPM
16	Mr.I.Vivek Ramkumar	HoD - FIS

The following is the minutes of the meeting held on 03.02.2022 in the Principal's cabin:

1. NIRF Registration

- It was decided to submit the NIRF details in the portal on 18.02.2022.

2. NAD Registration

- It was decided to register for NAD in the NAD portal within the end of February 2022.


3. AQAR Submission

- All the data collection was completed by the Criterion In-charges and it was sent through the mail for further verification.
- The verification and the clarification were clarified and corrected in the portal with the presence of the Criterion In-Charges.
- Finally it was planned to submit the AQAR 2022 – 21 is scheduled on 02.03.2022.

4. Seminar on Role of Media In Education Prespective: Pros And Cons

- A Seminar is planned conduct on 10.02.2022. Mr.A.Sunil Ambekar, a social activist cum Educationist is planned to invite for the Seminar.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/010

The following is the Action Taken Report of the meeting held on 03.02.2022 in the Principal's cabin:

1. NIRF Registration

- NIRF registration was completed in the portal on 18.02.2022.

2. AQAR Submission

- AQAR 2020-21 was planned submitted on 02.03.2022.

3. Seminar on Role of Media In Education Prespective: Pros And Cons

- A Seminar on Role of Media was conducted on 10.02.2022.

Mr.A.Sunil Ambekar, a social activist cum Educationist was the resource person for the seminar.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/011

30.03.2022

Agenda

1. Planning of Professional Development Programs for the Faculty Members

Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vice Principal
3	Dr.S.Priya	Dean Academics
4	Mrs.R.Suganthi Hepzibha	Asst. Coordinator (IQAC) cum Asst. Prof.
5	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Prof.

The following is the minutes of the meeting held on 30.03.2022 in the Principal's cabin:


1. Planning of Professional Development Programs for the Faculty Members

- It was proposed to conduct 3 Professional Development Program for the faculty members on the topics "Professional Ethics and Human Values Enshrined in Bhagavad Gita", "Role of Teachers

in Enhancing Institutional Excellence: NEP Perspective” and
“Role of Teachers in Enhancing Institutional Excellence: Essential
Skills for 21st Century Educators”.

- Mr. Vamsidhari Dasa, Youtuber, BVKS Pravaha and Dr. J. Aloysius Edward, Dean Professor of MBA Programme and Dr. A. Jonas Richard, Professor & Head PG & Research Department of Social Work from Kirstu Jayanti College, Bengaluru is proposed to invite as the Resource Person.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

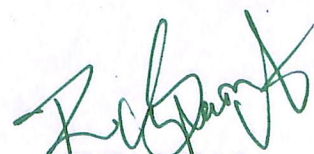
SLCS-IQAC/ATR/AY 2021-22/011

The following is the Action Taken Report of the meeting held on 30.03.2022 in the Principal's cabin:

1. Planning of Professional Development Programs for the Faculty Members

- 1 Program on the topic "Professional Ethics and Human Values Enshrined in Bhagavad Gita" was conducted on 02.04.2022
- 2 Professional Development Program was conducted successfully for the faculty members on the topics "Role of Teachers in Enhancing Institutional Excellence: NEP Perspective" and "Role of Teachers in Enhancing Institutional Excellence: Essential Skills for 21st Century Educators" on 23.04.2022.
- Dr. J. Aloysius Edward, Dean Professor of MBA Programme and Dr. A. Jonas Richard, Professor & Head PG & Research Department of Social Work from Kirstu Jayanti College, Bengaluru were invited as the Resource Person.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/012

12.05.2022

Agenda

1. Orientation for the students & Staff regarding the Academic Bank of Credits (ABC)

2. Academic & Administrative Audit

Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vice Principal
3	Dr.S.Priya	Dean Academics
4	Dr.M.R.Sumathi	IQAC Coordinator
5	Mrs.R.Suganthi Hepzibha	Asst. Coordinator (IQAC) cum Asst. Prof.
6	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Prof.
7	Mr.Ramesh	NAD Coordinator

The following is the minutes of the meeting held on 12.05.2022 in the Principal's cabin:

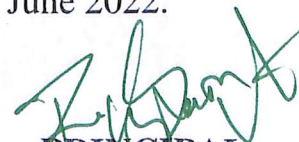
1. Orientation for the students & Staff regarding the Academic Bank of Credits (ABC)

- Orientation Program on "Digilocker and Academic Bank of Credits" is planned to conduct on 26.05.2022.

2. Academic & Administrative Audit

- The AAA is proposed to be done during the month of June 2022.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/012

The following is the Action Taken Report of the meeting held on 12.05.2022 in the Principal's cabin:


1. Orientation for the students & Staff regarding the Academic Bank of Credits (ABC)

- Orientation Program on "Digilocker and Academic Bank of Credits" is planned to conduct on 26.05.2022.
- Dr. M. R. Sumathi, IQAC Coordinator and Mr. N. Ramesh, Assistant professor cum NAD Coordinator acted as the Resource Person.

2. Academic & Administrative Audit

- The AAA for the academic year 2020-21 was done in the month of July 2022 by Dr. Arun Nagendran, Thiagarajar College, Madurai.


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

SLCS-IQAC/Minutes/AY 2021-22/013

09.06.2022

Agenda

- 1. Initiative on Academic Bank of Credits (ABC)**
- 2. Academic & Administrative Audit**
- 3. Seminar on “Quality Management in HEIs”**

Members Present

Sl. No.	Name of the Faculty	Designation
1	Dr.R.Sujatha	Principal
2	Dr.K.Archunan	Vice Principal
3	Dr.S.Priya	Dean Academics
4	Dr.M.R.Sumathi	IQAC Coordinator
5	Mrs.R.Suganthi Hepzibha	Asst. Coordinator (IQAC) cum Asst. Prof.
6	Mrs.K.P.Maheswari	Asst. Coordinator (IQAC) cum Asst. Prof.
7	Dr.M.Subramanian	HoD - MBA
8	Mr. C. Suresh Kumar	HoD - MC&HM
9	Dr.B.Meenakshi Sundaran	HoD i/c - BBA
10	Mrs.V.Padmavathy	HoD - Commerce (B&I)
11	Mr.P.Kishore Kumar	HoD - Animation
12	Mr.I.Vivek Ramkumar	HoD – F&IS
13	Dr.D.Selvaraj	HoD - Commerce (ACCA)
14	Dr.A.Gowrimeenal	Assistant Professor - FSPM
15	Mr. V. Gangadharan	Assistant Professor, MC&HM
16	Dr. D. Abraham Pradeep	Assistant Professor, MBA
17	Mr.Vishnu Shankar	PRO

The following is the minutes of the meeting held on 09.06.2022 in the Principal's cabin:

1. Initiative on Academic Bank of Credits (ABC)

- Based on the awareness created for the first year students (Batch 2021 – 2022) through NAD cell, the NAD – ABC Coordinators of all the

departments are instructed to complete the ABC ID creation for them and submit the same to IQAC, through NAD Cell. The HoDs can communicate the same to the individual Departments' NAD Cell Coordinators.

2. Academic & Administrative Audit

- **Major. Dr. N. Arun Nagendran**, Associate Professor of Zoology, Former IQAC Coordinator, Thiagarajar College is planned to invite for the AAA for the AY: 2021-22

3. Seminar on "Quality Management in HEIs"

- **Major. Dr. N. Arun Nagendran**, Associate Professor of Zoology, Former IQAC Coordinator, Thiagarajar College is planned to invite for the Seminar on the topic "Quality Management on HEIs"


IQAC


PRINCIPAL

SUBBALAKSHMI LAKSHMIPATHY COLLEGE OF SCIENCE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

SLCS-IQAC/ATR/AY 2021-22/013

The following is the Action Taken Report of the meeting held on 09.06.2022 in the Principal's cabin:

1. Academic & Administrative Audit

- **Major. Dr. N. Arun Nagendran**, Associate Professor of Zoology, Former IQAC Coordinator, Thiagarajar College was invited on 15.07.2022 for the AAA for the AY: 2021-22

2. Seminar on "Quality Management in HEIs"

- **Major. Dr. N. Arun Nagendran**, Associate Professor of Zoology, Former IQAC Coordinator, Thiagarajar College was invited on 15.07.2022 for the Seminar on the topic "Quality Management on HEIs"


IQAC


PRINCIPAL
