

DR.R.K.SHANMUGAM COLLEGE OF ARTS AND SCIENCE



(Accredited with 'B' Grade by NAAC)
[Recognized by UGC u/s 2(f) & 12(B)]
(Permanently Affiliated to Annamalai University, Chidambaram.)
(An ISO 9001-2015 Certified Institution)
INDILI, KALLAKURICHI – 606213.



MEMBERS OF THE IQAC 2023-2024

S.No.	NAME	DESIGNATION	CONTACT No.	EMAIL-ID
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Date:30.05.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) **MEETING INVITATION**

Dear Sir / Madam,

Warmest Greetings from the IQAC of DR.R.K.Shanmugam College of Arts & Science.

The IQAC Meeting will be held on 02/06/2023 (Friday) in IQAC office at 03.00 pm in the IQAC Office. So you are very cordially invited to attend the meeting and share your valuable suggestions for the quality improvement of our institution.

Thank You

AGENDA

1. Review of Previous Meeting
2. NAAC Cycle 2 – SSR Report Discussion and Approval
3. Naan Mudhalvan Skilled Courses by Government of Tamil Nadu
4. MOOC (Massive Open Online Courses) Courses by NPTEL
5. Any other matters

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Date:02.06.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING MINUTES

The IQAC Meeting of our institution was held on 02/06/2023 (Friday) at 03.00 pm in the IQAC Office. The members of the IQAC attended the meetings and participated in the discussions based on the agenda circulated on 30/05/2023. The members of the IQAC had a glance on the last academic year activities and reviewed the action taken based on the resolutions passed in all previous meetings of the academic year 2022-2023.

NAAC Cycle-1 period is about to end by July 2023. So, the members of the IQAC had discussed in the previous meetings to proceed applying for the NAAC Cycle - 2 as per the regulations. As per the discussions, a SSR (Self Study Report) team was formed and the team in-association-with the IQAC was working for the SSR preparation. The prepared report was placed in the IQAC meeting for the discussion and after confirming all data, it was approved by the members.

Government of Tamil Nadu has implemented Naan Mudhalvan Skilled Courses during the academic year 2022-2023 for all UG Programmes with the ambition of skill development, personality development and career development. The Committee discussed this content and suggested to carry the courses successfully for the development of the students.

MOOC (Massive Open Online Courses) Courses are offered by NPTEL (National Programme on Technology Enhanced Learning) - IIT Madras, for all UG & PG Programmes. The UGC has recommended to all Higher Education Institution to undertake the courses where as our University has suggested to do the course but not mandatory. This issue was discussed by the members and passed the resolution to create awareness among the students about the need and importance of the courses.

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Date:15.09.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING INVITATION

Dear Sir / Madam,

Warmest Greetings on New Year from the IQAC of DR.R.K.Shanmugam College of Arts & Science.

It is our immense pleasure to inform you all that the 2nd Cycle NAAC Peer Team Visit is going to be held on **05/10/2023 (Thursday)** and **06/10/2023 (Friday)**. On this occasion, the IQAC has planned to conduct a Meeting on **19/09/2023 (Tuesday)** at 03.00 pm to discuss about the NAAC Visit. So you are very cordially invited to attend the meeting and share your valuable suggestions for the successful completion of the NAAC Visit.

Thank You

AGENDA

1. Review of The Previous Meeting
2. Plan about the NAAC Peer Team Visit
3. Conduct of Mock NAAC
4. Internal & External arrangements on NAAC Visit
5. Renewal of MOU with Annamalai University
6. Any other Matters to be discussed

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Date:19.09.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING MINUTES

The IQAC Meeting of our institution was conducted on 19/09/2023 (Tuesday) at 03.00 pm in the IQAC Office. The members of the IQAC attended the meetings and participated in the discussions based on the agenda circulated on 15/09/2023. The members of the IQAC had a glance on the previous meeting and reviewed the action taken based on the resolutions passed in the previous meeting.

As per the earlier discussions our intuition applied for the 2nd Cycle of NAAC. After passing of all the process and eligibility, the UGC NAAC has announced the Peer Team Visit of the NAAC which is going to be held on 05/10/2023 (Thursday) and 06/10/2023 (Friday). The members of the IQAC were shared this information and planned to meet the Peer Team and complete the visit successfully.

An account of strengthening of all activities during the time of Peer Team Visit, the Members of the IQAC discussed about conducting a MOCK NAAC at the earliest time so that the suggestions and guidance of the Members of the MOCK NAAC Team could be considered to be updated. Accordingly the resolution was passed.

Our institution signed MOU with Annamalai University for launching of Innovation and Incubation Centre at our campus during the Academic Year 2022-2023. As the signed period was for one year and there after may go for the renewal if the concerned parties accept to continue the MOU, it can be carried for the another year. So the members discussed and approved by passing resolution for the Renewal of MOU with Annamalai University

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Date:16.10.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING INVITATION

Dear Sir / Madam,

Warmest Greetings from the IQAC of DR.R.K.Shanmugam College of Arts & Science.

The IQAC Meeting of DR.R.K.Shanmugam College of Arts & Science will be held on **20/10/2024 (Friday) at 03.00 pm** in the IQAC Office. So you are very cordially invited to attend the meeting and share your valuable suggestions on the below Agenda for the quality improvement of our institution.

Thank You

AGENDA

1. Review of Previous Meeting
2. Greetings on NAAC Cycle - II Accreditation with B++
3. Data Preparation for AISHE 2023-24 and NIRF - 2024
4. TNSCST Sponsored Programme for School Science Teachers
5. Any other matters

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Date:20.10.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING MINUTES

The IQAC Meeting of our institution was organized on 20/10/2023 (Friday) at 03.00 pm in the IQAC Office. The members of the IQAC attended the meetings and participated in the discussions according to the agenda. The Members of the IQAC reviewed the action taken based on the resolutions passed in the previous meeting.

Our intuition applied for the 2nd Cycle of NAAC. After passing of all the process and eligibility, the UGC NAAC sent the 3 Member Peer Team to our Higher Education Institution on **05/10/2023 (Thursday) and 06/10/2023 (Friday)**. As per the schedule of the UGC NAAC, the Peer Team visited our campus and complete the visit successfully. After a week of time, the NAAC has declared the result of the Accreditation of our institution. We are very glad to know that our institution has been Accredited with B++ Grade and the CGPA is 2.97. So, the Members of the IQAC appreciated & greeted each other and passed the resolution to propose vote of thanks & appreciations to Management, Principal, Vice Principal, all Heads of the Departments, Faculty Members, Office and Administrative members.

Participation in the AISHE 2023-24 is the regular practice of our institution and submitting data to the Ministry of Human Resource Development (MHRD) since 2011 - 2012. Also, our institution participates in the NIRF (National Institutional Ranking Framework) for the last two years. As the time has come for the preparation of the reports for AISHE & NIRF, the members of the IQAC discussed the facts and resolved to complete the related work on time.

Tamil Nadu State Council for Science and Technology (TNSCST) has selected our institution to organize a 5 days Workshop Programme for the school science teachers and the event would be organized in the month of January 2024. The Members of the IQAC discussed about this programme and passed the resolution to organize with good hospitality.

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Date:06.01.2024

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING INVITATION

Dear Sir / Madam,

Warmest Greetings on New Year from the IQAC of DR.R.K.Shanmugam College of Arts & Science.

The IQAC Meeting of DR.R.K.Shanmugam College of Arts & Science will be held on **10/01/2024 (Wednesday) at 03.00 pm** in the IQAC Office. So you are very cordially invited to attend the meeting and share your valuable suggestions on the below Agenda for the quality improvement of our institution.

Thank You

AGENDA

1. Review of The Previous Meeting
2. New Year 2024 Greetings
3. AISHE 2023-24 and NIRF 2024 verification and approval
4. III UG and II PG Project in Even Semester
5. Graduation Day and Annual Day Celebration
6. Any other Matters to be discussed

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Date:10.01.2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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The IQAC Meeting of our institution was organized on 10/01/2024 (Wednesday) at 03.00 pm in the IQAC Office. The members of the IQAC attended the meetings and participated in the discussions according to the circular. The Members of the IQAC reviewed the action taken based on the resolutions passed in the previous meeting.

The Members of the IQAC extended their New Year Greetings - 2024 as was the first meetings of the Calendar Year and also resolved to share the New Year Greetings to the Management, Principal, Vice Principal, Heads of the Departments, Faculty Members and Non-teaching staff members of our Institution.

As per the resolution of the previous meeting, the data of AISHE 2023-24 and NIRF 2023 were prepared and placed in the meeting for the analysis and approval of the committee. Finally the Members of the Committee granted approval to upload in the Government Portal on time.

The Annamalai University has framed the syllabus with project for all Final Year UG and PG and Internship for the First Year PG students. So, the Members of the IQAC discussed about the importance of the Project & Internship Activities and suggested to guide the faculty members to execute the work with perfection for the welfare of the students.

The Members of the IQAC discussed about the Graduation Day and Annual Day Celebration during the even semester. At the end of the discussion, the members suggested to submit a proposal to the Management of our institution to invite any reputed motivational speaker from the field of Civil Service so that the students would be benefited.

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ACTION TAKEN REPORT 2023-2024	
PLAN OF ACTION	ACHIEVEMENT / OUTCOMES
Applying for NAAC Cycle 2	Applied for NAAC Cycle 2 and Accredited with B++ Grade
Naan Mudhalvan Skilled Courses	Naan Mudhalvan Skilled Courses introduced by the government of Tamil Nadu and successfully executed by our institution.
MOOC (Massive Open Online Courses) Courses by NPTEL	MOOC (Massive Open Online Courses) Courses are offered by NPTEL- IIT Madras. The PG students enrolled for the online course.
Participating in the NIRF 2023	Participated in the NIRF 2023 and our institution was listed by the NIRF as the Participated Institution.
Participating in the AISHE 2023 - 2024	Participated in the AISHE 2023 - 2024
Tamil Nadu State Council for Science and Technology (TNSCST) Sponsored a programme for School Science Teaches	Tamil Nadu State Council for Science and Technology (TNSCST) Sponsored a 5 days workshop programme for School Science Teacher. Our institution successfully organized and received fund from the government.
Graduation Day and Annual Day Celebration	The Graduation Day was celebrated in the presence of DR.V.IRAI ANBU, IAS., and the Annual Day was celebrated in the presence of Film Directors.
Students Induction Programme	Organized the Students Induction Programme for the fresh first year students
Awareness Programme on various issues	Organized Awareness Programme on various issues such that 1. Tree Plantation, 2. Save Water, 3. Plastic Eradication, 4. Drug Free Life, etc.

Conduct a survey about the Local Society (Socioeconomic, Education, Life Status, etc.) to plan about involving in Village Adoption	Partially conducted a survey about Local Society (Socioeconomic, Education, Life Status, etc.) and decided to proceed with the proper plan for involving in the Village Adoption.
Certificate Courses / Add on Programme	Certificate Courses / Add on Programme were conducted for the skill development of the students in different fields.
Signing MOU with Innovation & Incubation Centres	Our Institution has signed a MOU with Annamalai University, Chidambaram for the effective functioning of Innovation & Incubation.
Submitting a Proposal for the Green Champion Award	Our Institution submitted a Proposal for the Green Champion Award as per the guidance of the Government of Tamil Nadu.
Proposal to extend Thar Road facility as part of the Development of Infrastructure	Management accepted the proposal and extended Thar Road facility inside the campus.
Staff Development Hour and Tamil Literary Workshop as the Best Practices	Our institution implemented the Staff Development Hour and Tamil Literary Workshop as the Best Practices of the year.

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