



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



(Nationally Accredited by NAAC) [Recognized by UGC u/s 2(f) & 12(B)]
(Permanently Affiliated to Annamalai University)
(An ISO 9001-2015 Certified Institution) Indili, Kallakurichi - 606 213.

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 09.07.2026 **Day:** Thursday **Time:** 3.00 P.M. **Venue:** College Premises

Action Taken Report

S.No.	Agenda	Action Taken / Follow-up
1.	Confirmation and review of previous IQAC meeting minutes	The minutes of the previous IQAC meeting were reviewed and confirmed. The concerned departments were advised to follow up on the pending activities and maintain supporting documents.
2.	Autonomous Status-related activities	The progress of activities related to Autonomous Status was reviewed. The concerned committees and departments were instructed to complete the required academic and administrative documentation systematically.
3.	Admission 2026-2027	The admission process for 2026-2027 was reviewed. Departments were instructed to undertake student counselling, awareness and follow-up activities to improve admissions.
4.	New Courses – B.Sc. AI, B.Sc. Microbiology and B.A. History; Continuation of Affiliation	The Continuation of Affiliation of new programmes was discussed. The concerned departments were instructed to proceed with the required documentation and formal procedures. Necessary steps relating to Continuation of Affiliation were also initiated/ followed up.

5.	Bridge Courses for II Year and III Year students	The Bridge Courses conducted for II Year and III Year students were reviewed. The concerned departments were advised to maintain course details, attendance and other supporting records for IQAC documentation.
6.	EDC students' Zonal-Level achievement in Hackathon Programme organized by EDII, Tamil Nadu	The achievement of EDC students was acknowledged and appreciated. The achievement and supporting certificates/records were recommended for inclusion in institutional and IQAC documentation.
7.	Faculty Development Programme in collaboration with ICT Academy	The FDP conducted in collaboration with ICT Academy was reviewed. The programme details, participation records, photographs and certificates were retained for documentation and quality enhancement records.
8	UG First-Year Opening on 10.07.2026	Necessary arrangements were made for the smooth commencement of UG First-Year classes. The concerned departments were instructed to ensure proper orientation and academic arrangements for newly admitted students.
9.	Ph.D. Viva Voce of the second research scholar of the Department of Commerce	The concerned department was informed to make the necessary arrangements for the Ph.D. Viva Voce Examination scheduled on 10.07.2026 and to maintain the relevant academic records.
10.	Relieving of previous IQAC Coordinator and appointment of new Coordinator	The change of IQAC Coordinator was communicated to the IQAC members. Prof. Mr. M. Sakthivel, H.O.D. of Computer Science and Dean of Science , assumed charge as the new IQAC Coordinator.

11.	Inclusion of new IQAC members	The newly included members – Ms. S. Lora, Dr. R. Anandaraman, Ms. A. Prabavathi and Ms. Srinithyabala – were included in the IQAC and informed to participate actively in IQAC activities.
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Overall Action Taken

The IQAC reviewed the progress of the decisions and activities discussed during the meeting. The concerned departments and committees were instructed to complete the assigned activities and maintain appropriate documentary evidence for future reference, accreditation and quality assurance purposes.

IQAC Coordinator

IQAC Chairperson

