



SRI SANKARA ARTS AND SCIENCE COLLEGE

Autonomous

*A Unit of Sri Kanchi Kamakoti Peetam Charitable Trust
and Affiliated to University of Madras / Accredited by NAAC with 'A' Grade*

ENATHUR, KANCHIPURAM - 631 561.

Phone : 044-27264066

Mail : admin@sankaracollege.edu.in Website : www.sankaracollege.edu.in

Minutes of the IQAC Committee Meeting held on 18.03.2022

Venue: Online Meet.

Participants:

1. Dr. M.G. Sethuraman, Professor, Gandhigram Rural Institute - Deemed University, Gandhigram.
2. Dr. K. R. Venkatesan, Principal, Sri Sankara Arts and Science College
3. Dr. L. Rajesh, IQAC Coordinator, Sri Sankara Arts and Science College
4. Dr. G. Veeramani, Head, Dept. of Business Administration
5. Dr. B. Ramesh, Head, Dept. of Biotechnology
6. Dr. N. Rangarajan, Head, Dept. of Biochemistry
7. Mr. R. Krishnamurthy, Head, Dept. of Computer Science
8. Dr. G. Suresh, Head, Dept. of Microbiology
9. Mr. C. Jayasankar, Head, Dept. of Commerce
10. Dr. R. K. Balachandar, Head, Dept. of Physics
11. Dr. J. Radhakrishnan, Head, Dept. of Tamil
12. Mr. R. Veerasivaji, Head, Dept. of Maths

Agenda of the Meeting:

- To seek the guidance and expertise of external advisor for the ensuing second-cycle of NAAC Re-accreditation process.
- To strategize the plan of action going forward for the proposed submission of SSR.
- To ramp up measures for collection and consolidation of data needed for the preparation of NAAC Self-Study Report.
- To take stock of the repository data collected for the past five years and to ascertain its compliance with criterion-wise metrics.



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Proceedings of the Meeting:

Welcome Address:

- The welcome address was delivered by Dr. L. Rajesh, IQAC-Coordinator & Head, Dept. of Computer Application.

E-brochure Preparation and Timeline for Completion:

- Dr.M.G.Sethuraman advised the members on preparing an E-brochure for each programme which shall be assessable through the College website, comprising of the following aspects:
 - Programmes offered in the Department
 - Eligibility for each Programme
 - Scope and Employability for each Programme
 - Infrastructure and Lab facilities pertaining to each Programme
 - List of events and highlights of the Department for the last five years
- The timeline for completion of E-brochure was set on 31st March 2022.

Preparation of Student-Enrolment Details:

- Dr. M.G. Sethuraman advised on ensuring the availability of Student-Enrolment details for the years from 2016-17 to 2020-21 with the following particulars:
 - Roll number
 - Name
 - Aadhar card Number
 - UG to PG admission letter for recording student's progression to higher studies
 - Placement order copy for recording student's progression to companies



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Alignment of Data across Accreditation bodies:

- Dr. M.G. Sethuraman insisted on alignment of the data submitted across various accreditation bodies such as AQAR, NIRF, AISHE, etc,

Implementation of Outcome Based Education (OBE):

- Dr. M.G. Sethuraman advocated on stringent implementation of Outcome Based Education in all Departments by framing an OB handbook for each programme comprising of Programme syllabus, Programme outcome, Course Outcome, PSO-CO Mapping along with validations for PSO-CO mapping.
- COE was advised to incorporate OBE in examinations by setting Semester Question Papers using Bloom's Taxonomy for all Programmes.

Equivalence of Certificate Course and Value-added Course:

- It was clarified that the Certificate Courses being offered by the Departments are equivalent to Value-added course and the same can be showcased as value-added course.

Framing an USP for each Programme:

- Dr. M.G. Sethuraman advocated on framing an USP for each programme by the respective Departments.

Completion of IIQA and Extended Profile of NAAC:

- Dr. G.Suresh, Head, Dept. of Microbiology was tasked with the completion of IIQA and Extended Profile of NAAC and the same to be tabled on 25th March 2022.



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Collection of Student Satisfaction Survey (SSS):

- Dr. M.G. Sethuraman recommended on assigning a separate staff for collection of Student Satisfaction Survey (SSS) from all the students of the College from 2016-2021 through online.
- Dr. M.G. Sethuraman also recommended that a separate staff from each Department other than the HoD, must be drafted into the NAAC SSR Preparation Committee.
- It was unanimously accepted that the next round of meeting shall take place on 25.03.2022 through online mode.

PRINCIPAL & CHAIRMAN

Principal

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