

**HINDUSTAN COLLEGE OF ARTS & SCIENCE
INTERNAL QUALITY ASSURANCE CELL**

MEETING NOTICE

Date: 19.08.2022

A Meeting of IQAC will be held on **6th September, 2022** at **11.00am** in IQAC Conference Room to discuss the following agenda. All the members of IQAC-Hindustan College of Arts & Science are hereby requested to attend the meeting.

Agenda:

1. Preparation of SSR
2. Seminar & Guest Lectures
3. Examination Preparation
4. Alumni Speaker Series
5. FDP on Outcome Based Education


Dr. K. Malarvizhi
IQAC Coordinator


Dr. S. Thirumagan
Principal



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Christian Minority Institution • A Unit of Hindustan Group of Institutions

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Internal Quality Assurance Cell Meeting - II

Minutes of Meeting

DATE: 06.09.2022

Members Present

S.No	Members	Designation	Signature
1.	Dr. S. Thirumagan, Principal	Chairman of the meeting	
2.	Dr. V. J. Philip, Deputy Director Academics	Management representative	
3.	Dr. K. Malarvizhi, Dean, School of Business Studies	IQAC Coordinator	
4.	Mr. Samuel Sampath Kumar, Vice Principal	Admin. representative	
5.	Dr. S. Illanjiam, Dean, School of Sciences	Senior Faculty	
6.	Dr. C. Elizabeth Rani, Head, Department of Biotechnology	Senior Faculty	
7.	Dr. R. Sakthi Prabha, Dean, School of Humanities	Senior Faculty	
8.	Dr. Y. Angeline Christobel, Dean, School of Computational Studies	Senior Faculty	
9.	Mrs. L. Esther Thamarine, Head, B.Com (General Shift -II)	Senior Faculty	
10.	Ms. Tuttuk P Research Scholar, HITS	Alumni Representatives	



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Points Discussed & Resolution taken

- 1. The IQAC Coordinator** briefed the members about the progress of SSR and the criterion-wise inputs. In light of this, the following resolutions were made for the timely submission of IIQA and SSR to NAAC:-
 - Preparation of a schedule and strict adherence to it for IIQA submission.
 - College website to be updated and made more accessible.
- 2. Seminars/Guest Lecture**
 - To enrich the academic and professional experiences of the students, faculty, and staff by providing opportunities to engage with experts, learn about contemporary topics, and broaden their horizons.
- 3. Examination preparation**
 - Discussion on strategies to rekindle and sustain students' interest in studies after the pandemic must be developed. Mentoring system has to be improved.
- 4. Alumni Speaker Series**
 - Distinguished Alumni Sharing their career journeys needs to be organized on the theme: "**From Campus to Career: Navigating Success**"
- 5. FDP on Outcome based Education**
 - Training sessions to be conducted for faculty on Outcome based education

Dr. S. Thirumagan
Principal