

IQAC MEETING

Date: 10.12.2024

Venue: Library

The meeting of Internal Quality Assurance Cell was held on 10th December, 2024 at 3:30 PM in Library.

The IQAC Co-coordinator welcomed the members and started the meeting with the review and follow-up of the previous meeting. Later, the following agenda were discussed.

Agenda of the Meeting:

1. Action plan for the Academic Year 2024–25
2. Action plan 2024–25 of the following Cells/Committees:
 - IIC & EDC
 - Research Cell
 - Placement Cell
 - Women's Cell
 - NSS / YRC / RRC
 - Other activities, if any

Minutes of Meeting

- ❖ IQAC coordinator presented the status of allotted job description which was instructed in the previous meeting
- ❖ Informed to submit the following current year reports
 - Activity hourl
 - Mentor Mentee report
 - Slow and Advanced learners
 - ICT report
 - Add-on Course
- ❖ Faculty members were instructed to arrange the reports with the students feedback forms
- ❖ All communications have to be sent through mail
- ❖ Members were asked to submit ERP pending reports
- ❖ Mrs. Subathira R, Dept. of Mathematics had appointed as convenor for Competitive Exam Awareness Programme
- ❖ Ms. Divya K has been delegated as convenor for SPSS tools FDP programme
- ❖ Finally the meeting ended with the compliments for the work done previously



JEPPIAAR
COLLEGE OF ARTS AND SCIENCE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting for the academic year 2024 -25

ATTENDANCE SHEET

Date: 10.12.2024

S.No.	Name of the Faculty	Department	Signature
1.	Dr. LAVANYA L	Principal	
2.	Dr. ANBUSELVI R	IQAC, Coordinator	
3.	Dr. JAYA G	Commerce	
4.	Dr. SATHIYA R	Commerce	
5.	Dr. SUGUNA R	Business Administration	
6.	Dr. SUBATHIRA R	Mathematics	
7.	Mrs. PARVATHAVARDHINI A	Visual Communication	
8.	Mr. SARAVANAN K	Tamil	
9.	Mrs. GANGA P	Computer Science & Applications	
10.	Ms. DIVYA K	COMMERCE	
11.	Ms. SANDHIYA A	Commerce	
12.	Mr. DELWIN JIJO R K	Physical Director	
13.			
14.			
15.			
16.			

IQAC Coordinator



Principal
JEPPIAAR COLLEGE OF ARTS & SCIENCE