

**KG COLLEGE OF ARTS AND SCIENCE**  
**COIMBATORE**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Academic Year: 2020 – 2021**  
**VIRTUAL IQAC MEETING – I**

**Date: 04.07.2020**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that, IQAC meeting-I to be held on, 8th July, 2020 at 6.00 pm through Google Meet. Presence of all members of IQAC is solicited.

**Agenda**

1. To discuss about the minutes of the previous meeting held on 07/02/2020
2. Presentation on Standard Operating Procedures for online classes
3. Presentation of activities conducted from 1st February 2020 – 30th June 2020
4. Presentation on academic planning and implementation of the Odd semester 2020
5. Review of academic planning and implementation
6. Open forum for suggestions from IQAC members



Director, IQAC

**Director (IQAC)**

**KG College of Arts and Science**  
**Saravanampatti,**  
**Coimbatore – 641035.**



Principal i/c

**PRINCIPAL**

**KG COLLEGE OF ARTS AND SCIENCE**  
**COIMBATORE - 641 035.**

CC to: All the members of the IQAC

## MINUTES OF THE MEETING

Minutes of the proceedings of the first meeting of the IQAC held on 08<sup>th</sup> July, 2020 at 6.00 p.m through the google meet platform.

### Members present

S. No.	IQAC Members	Name & Designation
1.	Chair Person	Dr.P.Krishnapriya, Principal in-charge
2.	Teacher Representative	1. Dr.N.Eswaran, Vice-Principal
3.		2. Dr.K.G.Senthil Kumar, Dean-Academics(Arts)
4.		3. Dr.P.Ajitha, Dean-Academics(Science)
5.		4. Prof.P.Rajendran, Assistant Professor
6.		5. Mr.L.Poovalingam, Dean, Student Affairs
7.		6. Dr.G.Jagadeeswari, HoD,Tamil
8.	Administrative Officer	Mr.M.Thavamaniyam, Administrative Officer
9.	Member from Management	Dr.R.Ravichandran, Secretary
10.	Local Society	Dr.R.Deepa, Associate Professor, PSG Institute of Management, Coimbatore
11.	Alumni	Mr.N.Easwar, Team Leader, NTT Data, Coimbatore
12.	Students	Ms.G.Nivetha, I M.Sc. Mathematics
13.	Employer	Mr.B.Thiyagarajan, Assistant Vice President -Coimbatore Operations, TNQ Technologies
14.	Member Secretary	Dr.S.Vidhya, Director-IQAC

**The Matters discussed at the meeting were:**

1. Minutes of the last IQAC meeting was presented and approved by the members

S. No.	IQAC Suggestions	Action taken Status
i.	Faculty Development Programme on OBE	One week Faculty Development Programme on “Outcome Based Education” from 5/5/2020 – 13/5/2020.
		Webinar on “Preparation of question bank based on Bloom’s Taxonomy” by Dr.N.Eswaran, Vice Principal (Admin), KG College of Arts and Science
ii.	Organizing Student Development Programmes	Students Development Programmes were conducted on the following domains with minimum of 40 hours duration. <ul style="list-style-type: none"><li>• Revive the skills in English</li><li>• Income tax law and practice</li><li>• Entrepreneurship and Startup Development Programme</li><li>• Problem solving through C Programming</li><li>• Data Base Management System</li><li>• Linux Operating System</li></ul>
iii.	Virtual Placement Activity	Virtual placement training sessions were conducted from 20/05/2020 to 17/06/2020. It covered Resume preparation, Verbal ability, Aptitude and Group Discussion.
iv.	Improvisation of IIC Activity	Got five star for annual performance rating in Institution’s Innovation Council
v.	Alumni talk series	Efficacious alumni were made to give talks on their successful career to the students of their respective departments.



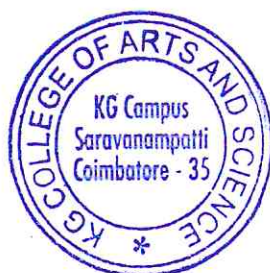
S. No.	IQAC Suggestions	Action taken Status
vi.	Introduction of Faculty Interaction Programme	Faculty members from every departments have shared their intellect on the renowned topics in their stream to other faculty members.
vii.	Implementation of New Value-added Courses	Planned to conduct new value-added course for even semester due to pandemic.
viii.	Execution of Activity Based Learning through ICT Tools	Introduced activity-based learning using ICT tools like mentimeter, poll everywhere, Quizziz, etc.

2. **Capability Maturity Model for online classes:** Recommendation was proposed to carry out Capability Maturity Model in order to make students to understand the topics better with the PowerPoint presentation posted in the classroom.
3. **Question bank preparation:** IQAC suggested to follow the pattern of Bloom's taxonomy in preparing question papers in conducting internal examinations.
4. **Academic audit:** Recommendation was made to conduct academic audit by the external experts.
5. **Online Continuous Internal Examination:** Suggestions were made to use Moodle platform to conduct online internal examinations
6. **ISO recertification:** Plans were proposed for recertification of ISO 9001: 2015 Standards.
7. **MoUs and Collaborations:** Suggestions were made to sign MOU with any other organizations by every department.
8. **FDP on NAAC Framework:** Members of IQAC have given suggestions to conduct the Faculty Development Programme on the revised framework of NAAC.

*A. Wilby*

Director, IQAC

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