



National College

(Autonomous)

College with Potential for Excellence

Nationally Re-accredited at 'A+' Grade by NAAC

A Unit of Dr.V. Krishnamurthy Educational Foundation



Tiruchy - Dindigul Road, Karumandapam, Tiruchirappalli - 620 001

Internal Quality Assurance Cell

Minutes of the Meeting

15-10-2020

The members of the IQAC body met on 15-10-2020, at 11.00 am in the Committee Hall of Resource Centre, National College (Autonomous), Trichy.

Principal welcomed the gathering and introduced the members in the IQAC committee. Dr. M.S. Mohamed Jaabir, Coordinator, IQAC, presented the following:

1. Recent activities after the lock-down was imposed.
2. New programs to be introduced from the academic year 2020-21.
3. 'Issues & Concerns' in the academic activities during the lock-down situation.

Members of the body discussed the activities presented and appreciated the efforts that were taken for the erection of the Flag Mast in the campus; activities of all the Academic Department to keep the students & staff engaged for a learning experience; and number of donations & community services rendered by the Staff, Students and the management.

When discussing the "Concerns & Issues" posed regarding the Lock-down-imposed learning disabilities among students, Dr. Sridevi suggested system that is being followed in their college for the current semester alone. She mentioned that they have scrapped the summative assessment (semester exam) and switched over to Continuous Assessment system (for 100 marks). Under this system, each course is to be evaluated for 100 marks with 20 marks for each unit. In this way, the students can be assigned a variety of evaluation methods such as, open book test, chart preparation, model preparation, Quiz etc. Finally, 20 marks for each unit (total 5 units) can be accumulated to 100 marks for the semester marks (100) for each course. In this way, a continuous evaluation system can be followed for the current semester alone, Dr. Sridevi suggested.

Dr. Kanagarathinam, suggested to prepare for a repository of questions and make use of ERP systems to evaluate the students.

It was suggested by Dr. Sridevi, to split the students into groups for group assignments as an alternative to the existing online study method.

Dr. Kanagarathinam, suggested to observe 'Zero Hour' once in a week during the online classes to beat the monotony, which according to their practice have interested students to stay online for classes. It was also suggested by Dr. Kanagarathinam, to make use of Google Classrooms for sharing materials & other assignment.

It was then agreed to organize workshop on **Online-Teaching** methods for the faculty to fully equip themselves to make the best use of the resources.



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Dr. Nandhini, suggested to make use of the online resources (commercial / corporate data) especially for computing such as in cost-accounting subject to discuss & work on the problems. It was agreed to conduct laboratory exercises for the science students in virtual mode, performing lab experiments for the students through video conference.

Dr. Sridevi, suggested for "Societal Sensitization" where in students can be trained or prepared for serving the community in their domain/subject during the time of graduation and thereafter. It was agreed to present the suggestions before Academic council for implementation of such 'Community Sensitization' or 'Society Service Scheme' as one of the major Course / Core Course with detailed process of evaluation.

Dr. Kanagarathinam, suggested introducing 'Consultancy Service' from every department / domain encouraging application of skills / knowledge for monetary benefits. To set an example, she suggested that commerce students can undergo training through MSME and practice 'Tax filing' or 'GST filing' for the local business man, thereby earning for the department or one-self.

Shri. Balasubramaniam, suggested that the IQAC body to study NEP and discuss among the department faculty to prepare for the expected transformation in the education system.

Dr. D.E. Benet, deliberated on the challenges that academic institutions around the country will be facing through NEP; and to prepare for it.

Shri. Balasubramaniam, suggested to arrive at 'grey-areas' & 'difficult-areas' under NEP to prepare for the challenges ahead.

Dr. D.E. Benet, suggested to introduce project-based learning for the end-semester in all UG programs to upgrade their learning experience.

Dr. K. Kumar, Head of the Dept. of Commerce, raised concerns for total implementation of OBE in curriculum.

Dr. Jaabir, admitted the gap in the training provided to equip the faculty under the OBE and also mentioned that a complete training / workshop will be organized for OBE system with approval from the Management.

Dr. D.E. Benet, enquired about the status of Dynamic-Website.

Dr. Jaabir, answered that the new model of website is under the preparation and will be launched once completed and after approval from the secretary.

Finally, Dr. Jaabir, summarized the points discussed by the members in the meeting and thanked all the members for attending the meeting and taking active participation in the discussion for the welfare of the institution.

Dr. M.S. MOHAMED JAABIR
Asso Prof & Head / coord. IQAC
Department of Biotechnology,
Microbiology & Bioinformatics
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Internal Quality Assurance Cell (IQAC)- Members

S. No.	Name of the Members	Designation	Signature
1	Dr. R. Sundararaman	Principal & Chairperson	
2	Dr. M.S. Mohamed Jaabir	Co-ordinator	
3	Dr, A.T. Ravichandran	Controller of Examinations	
4	Dr. T. Sridhar	Dean of Arts	15-10-20
5	Dr. D. Muthuramakrishnan	Dean of Science	15/10/2020
6	Dr. D. E. Benet	Associate Professor & Vice Principal	15/10/20
7	Dr. P. S. S. Akilashri	Assistant Prof. & Vice-Principal (UAP)	
8	Dr. D. Prasanna Balaji	Director of Physical Education	15/10/2020
9	Dr. R. Ravichandran	Associate Professor of Tamil	15/10/2020
10	Dr. K. Kumar	Associate Prof & Head, Commerce	
11	Mrs. K.Vijayalakshmi	Office Superintendent i/c	
12	Thiru. K. Raghunathan	Secretary — Management	
13	Dr. K. Anbarasu	Director of Studies	15/10/2020
14	Dr. T.Nandhini	Staff Representative	
15	Mr. M Mohamed Suhail	Support Staff, IQAC	
16	Shri. Balasubramaniam	City Union Bank (Societal Representative)	
17	Dr. V. Sridevi	Expert Member Associate Professor Chemistry, Lady Doak College (A), Madurai.	15-10-20
18	Dr. M. Kanagarathinam	Vice Principal, Nehru Arts & Science College, Coimbatore (Societal Representative)	15/10/2020
19	Mr.Veeraskathi	Proprietor-Applemillet (Alumni)	
20	Mr. N. Parvatharajan	II B.B.A	
21	Ms. J. Arunachala Vaishnavi	III B.Sc. Physical Education	



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Action Taken Report - 2021

Suggestions	Action Taken
To prepare a repository for questions and answers as Q&A Bank.	Instructions were given for all the faculty to prepare Question and Answers Bank in all the courses. The resource material was then shared in the drive of the respective departments.
To introduce ERP systems for day to day activity management in campus from Admission to issuing TC	ERP system was introduced and UC Solutions, Coimbatore. To begin with, admission processes were made online and implemented. Other modules were then worked on.
To make classes interesting with classroom activities.	A lot of classroom activities were implemented as part of continuous internal evaluation for the students by respective class tutors. Discussions, debates and quiz were introduced.
To organize workshops on online teaching and evaluation methods	Following the pandemic situation, teachers were given training in online teaching and evaluation procedures using free- online softwares.
To sensitize students for community services	Students were assigned activities based social services as a trial method.
To study and implement NEP system from the forth coming academic year	Online workshops and meetings were held to discuss the NEP policies.
To implement OBE system	Workshops were organized to explain OBE curriculum. Faculty were trained to add contents and values under the OBE system as per the guidelines given by UGC.



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To improvise website and make it more interactive and dynamic	Website was revamped and certain sections were made more dynamic.
To organize regular association activities, field trips, Endowment lectures, workshops, Conferences etc.	A number of association activities, invited lectures, workshops, field trips, endowment lectures and conferences. The list and description of the events can be found in the new bulletin. (Vol. 16, No.1-2, 2021)
To promote sports activities and identify talents for special coaching and support.	A number of talented sportsmen were identified and supported for their competitions and tournaments. Many of them have won prizes. Details are in the News Bulletin (Vol. 16, No.1-2, 2021)


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