

Date: 13-07-2016

The meeting began with introductions. The Principal extended a warm welcome to the IQAC members.

AGENDA:

Preparation for the Third Cycle of Accreditation

Resolutions:

- 1) The IQAC coordinator thanked the faculty for their contribution in preparing all the reports in the new format. He also thanked the Steering committee members who took the lead roles in spearheading the preparation of the SSR.
- 2) Every department was requested to prepare and make power point presentation of their departments and keep the records of departments ready for scrutiny by the NAAC team.
- 3) Every teacher was asked to keep the following details ready:
Work diary, results, minor research projects, paper published in journals, conferences and other publications, attendance, remedial classes and seminars.
- 4) Class mentors were requested to keep the students profile ready.
- 5) Teachers were requested to maintain individual profiles.
- 6) IQAC Coordinator, Principal and a few senior teachers decided to visit all the Departments to foresee the preparation for the NAAC visit.

The meeting ended with the IQAC coordinator thanking everyone for their presence and participation.