

The Quaide Milleth College for Men, Chennai - 600100

IQAC MEETING

05.07.2018

Minutes of the Internal Quality Assurance cell meeting held on 5.7.2018 in the Principal's room at 1: 30 P.M

- ❖ Resolved to reconstitute the IQAC committee, Research committee and Placement cell
- ❖ Resolved to nominate class advisor for shift – I & shift – II
- ❖ Submission of criterion wise report were consolidated for the AQAR 2017 – 18.
- ❖ Resolved to conduct Intranet Orientation programme for Ist year students of shift I & II
- ❖ On behalf of IQAC, Faculty Development programme was conducted for shift I & II from 18 June 2018 to till 25th June 2018
- ❖ Resolved to appoint psychiatric counselor for students
- ❖ Resolved to take action for the feedback got from students as well as parents
- ❖ Resolved to encourage the faculty members to attend the orientation programme
- ❖ Resolved to create awareness regarding NPTEL & MOOC among the students
- ❖ Resolved to nominate the staff members for the NIRF registration
- ❖ Resolved to organize Alumni Association meeting

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IQAC MEETING

29.10.2018

Minutes of the Internal Quality Assurance cell meeting held on 29.10.2018 in the Principal's room at 1: 00 P.M

- ❖ Resolved to conduct Academic Audit on 29. 10.18 & 30.10.18
- ❖ Resolved to include Dr. Nafeesa, Dr. S. H. Rehana Banu, Dr. H. Charulatha in IQAC committee
- ❖ Resolved to conduct Alumni Association meeting on 16th December 2018
- ❖ Resolved to upload Alumni form in college website
- ❖ Resolved to conduct international conference jointly by Department of Maths & Corporate secretary ship on 29th and 30th Jan 2019
- ❖ Resolved to conduct job fair on 9th Feb 2019
- ❖ Resolved to conduct library audit by committee members of Dr. R, Ravi and Dr. P. Kalaiselvi
- ❖ Resolved to apply for UGC funds
- ❖ Resolved to create feedback forms in internet
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- ❖ Resolved to conduct counseling for III year students about job fair
- ❖ Resolved to motivate staff and students to complete online course
- ❖ Resolved to conduct coaching / Training classed for third year students by TCS, NIE
- ❖ Resolved to submit course outcome by all the departments with in 30th Nov 2018

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IQAC MEETING

10.12.2018

Minutes of the Internal Quality Assurance cell meeting held on 10.12. 2018 in the Principal's room at 1: 30 P.M

- ❖ Resolved to motivate students to join in Higher studies
- ❖ Resolved to conduct job fair on 9th Feb 2019
- ❖ Resolved to organize Alumni meet on 26 Jan 2019
- ❖ Resolved to Form a committee to conduct Alumni meet, with the following members namely Mrs. M. Amthul Thawab, Dr. K. Yasmin, Mrs. N. Tajnisha, Mr. R. H. Abdul Hajee, Mr. S. Jahiruddin and Mrs. Padmavathi
- ❖ Resolved to maintain students profile by the Heads of Department
- ❖ To Arrange counseling for students
- ❖ To conduct Remedial classes for slow learners
- ❖ To update Department events through college website
- ❖ Resolved to conduct parents Teachers meeting on 16th Feb 2019
- ❖ To utilize the E-learning source by the staff members
- ❖ To apply for the UGC funds
- ❖ To conduct coaching classed for upliftment of students knowledge in association with NIIT, TCS & Bank coaching

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IQAC MEETING

29.03.2019

Minutes of the Internal Quality Assurance cell meeting held on 29.03.2019 in the Principal's room at 11: 30 A.M.

1. Resolved to reconstitute the IQAC members after the joining duty of newly appointed staff members
2. Resolved to complete the criterion wise report for the timely completion of AQAR for the academic year 2018-19. The in-charge of respective criteria shall submit their report before 24.04.2019.
3. Resolved to monitor and take follow-up action on the total number of students placed after undergoing certificate courses like Banking, Aptitude, Tally, etc., given in our college and it should be recorded.
4. To encourage the faculty members for their dedicated involvement in Research activities such as applying for minor and major project to the funding agencies.
5. Resolved to upload Video, Audio clippings in intranet for easy learning of subject, by the students.
6. Resolved to encourage the staff members to publish research articles in UGC listed journals, Scopus, Index, and H-Index with impact factor.
7. Resolved to conduct Seminars and Conferences at Various Departments
8. Resolved to organize FDP programs for improvement of the faculty members.
9. Resolved to conduct workshop on research methods and SPSS for the benefit of faculty.
10. Resolved to conduct Internal Academic Audit on 5th and 8th April-2019