

Minutes of the Internal Quality Assurance cell meeting held on 12.05.2022 in the Director's Room

The following committee members were present

1. Dr. M. Amthul Thawab
2. Dr. M. Haj Meeral
3. Mr. I. Suruliraj
4. Dr. R. Ravi
5. Dr. P. Kalai Selvi
6. Dr. S. Nafeesa
7. Dr. M. Suresh
8. Dr. T. A. Tamil Selvi
9. Dr. R. Manikandan
10. Dr. M. Koteswari
11. Dr. S. Thowseef

It was resolved

- * To conduct Academic Audit for the year 2021-22
- * To initiate AQAR report for the Academic year 2021-22
- * To finalise SSR
- * To submit AQAR 2020-21 after approval
- * To inform the criteria incharge to collect evidences.
- * To mention the students progress in attendance in AQAR.
- * To rename Islamic Study Centre as Moral Instruction classes.

* To modify the organization in Criterion 6

* It was referred the College Committee contains 14 members including former VC of University of Madras.

* To include the Mentor-Mentee ratio in AQR



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Minutes of the Internal Quality Assurance meeting held on 20.07.2022 in the Director's Room

The following Committee members were present

- 1. Dr. M. Anothul Thawab *MA*
- 2. Dr. M. Haj Meeral *MB*
- 3. Mr. I. Suruliraj *MS*
- 4. Dr. P. Kalaiselvi *PK*
- 5. Dr. S. Nafesa *SN*
- 6. Dr. M. Suresh *MS*
- 7. Dr. T. A. Tamil Selvi *ML*
- 8. Dr. R. Manikandan *RM*
- 9. Dr. M. Koteswari *MK*

It was resolved

- * AQAR 2021-2022 to be submitted once the results are published
- * Academic audit report and financial audit report for 2021-2022 to be collected.
- * IQAC to be reconstituted by including Mrs. M. Fathima and Mr. Sheik Mohammed and to relieve Dr. T. A. Tamil Selvi.
- * Departments to conduct programs involving Alumni.
- * Departments to give proposal & budget for department activities (conference, club activities etc) for the year 2022-2023

* IQAC to conduct 14 days FDP from August 16th onwards.

* ED cell and Incubation Center to conduct mushroom cultivation workshop.



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Odd Semester 2nd meeting of IQAC held on 3/11/2022 at 12.30 PM at Director's Chamber.

The following members were present

1. Dr. M. Amuthul Thawab
2. Dr. M. Haj Meerah
3. Mrs. M. Fathima
4. Mr. I. Sureshraj
5. Dr. R. Ravi
6. Dr. S. Sheik Khalil
7. Dr. S. Nafeesa
8. Dr. G. Rajesh
9. Dr. A. Kamarunza
10. Dr. R. Manikandan
11. Dr. M. Kateswari
12. Mr. E. Kalaiivanan
13. Mr. A. Mazhar Khan
14. Mrs. J. Taj Saisammal

The following points were discussed

- * The criterion wise convenors conveyed that preparation of AQAR for the academic year 2021-2022 along with supportive documents is in progress.
- * Resolved to submit AQAR within November for the academic year 2021-2022
- * Preparation and revisit of SSR may be completed within March 2023.
- * Separate training programme for non teaching staff to be conducted in even semester.

* Dr. G. Rajesh, Asst. Professor of Commerce & Dr. A. Sheik Abdullah, Asst. Professor of Mathematics are nominated as incharge of Incubation Center to uplift Entrepreneurial skills among the students

* IQAC programme of AIMS to be updated because of changes made by University of Madras in its syllabus

* It is resolved to conduct Department wise Allumni meeting.

* Job fair will be organised on 18th March 2023. As the placement cell requested to take necessary actions.

* Student bazaar will be organised in the month of January 2023 to stimulate Entrepreneurial skills of the students and the ED cell requested to make necessary arrangements.

* Moreover ED cell requested to organise women's Entrepreneurship day to promote women empowerment.



M. A. [Signature]

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07.02.2023.

IQAC meeting was held on 07.02.2023
at Director's chamber at 1.00 PM

Members of the meeting are as follows

1. Dr. M. Anothul Thawab - M. A. Thawab
2. Dr. M. Haj Meeral - M. Haj
3. Dr. M. Fathima - H. Fathima
4. Mr. T. Surliraj - T. S
5. Dr. R. Ravi - R. Ravi
6. Dr. S. Sheik Kalil - S. Sheik
7. Dr. S. Nafessa - S. Nafessa
8. Dr. G. Rajesh - G. Rajesh
9. Dr. A. Kamaruniza - A. Kamaruniza
10. Dr. R. Manikandan - R. Manikandan
11. Dr. M. Koteswari - M. Koteswari
12. Mr. E. Kalaiivanan - E. Kalaiivanan
13. Mr. A. Mazhar Khan - A. Mazhar Khan
14. Mrs. J. Taj Saidammal - J. Taj Saidammal



M. A. Thawab

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J. Taj

Minutes of the meeting are as follows

- * AQAR shall be submitted with in stipulated time period of 31st May 2023.
- * Plan to conduct Capacity Building Programme for non-teaching staff.
- * Plan to establish Incubation Centre for practical exposure for the students.
- * Job fair 2023 shall be conducted on 18.03.2023.
- * The sign board work for SSR allotted to Dr. A. Sheikh Abdullah
- * Plan to form student self-help groups in Ipen with Mahatama Gandhi National Council of Rural Education.
- * Plan to conduct stock verification in the month of April 2023.

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| 1. Dr. AT - ✓ | 6. Dr. SSK - ✓ | 11. Dr. MK - ✓ |
| 2. Dr. MHM - ✓ | 7. Dr. SN - ✓ | 12. Mr. EK - ✓ |
| 3. Dr. MF - ✓ | 8. Dr. GR - ✓ | 13. Mr. AMK - ✓ |
| 4. Mr. IS - ✓ | 9. Dr. KN - ✓ | 14. Mrs. JT - ✓ |
| 5. Dr. RR - ✓ | 10. Dr. PM - ✓ | |



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