



**அரசு கலை மற்றும் அறிவியல் கல்லூரி**  
**சத்தியமங்கலம் - 638 401 , ஈரோடு மாவட்டம், தமிழ் நாடு.**  
**GOVERNMENT ARTS AND SCIENCE COLLEGE**  
*(Recognized u/s 2(f) & 12 (B) of the UGC Act, 1956. A Co-educational institution affiliated to Bharathiar University, Coimbatore)*  
**SATHYAMANGALAM - 638 401, ERODE DISTRICT, TAMIL NADU.**

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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2020-2021**

**MINUTES OF THE IQAC MEETING**

Date: 29.11.2021

Time: 12.00 p.m

The meeting of IQAC was held on 29.11.2021 at 12 pm in the IQAC Chamber to discuss following agenda. IQAC Coordinator opened the meeting with welcoming the Principal. IQAC Coordinator and NAAC Coordinator coordinated the discussion on various topics as per agenda of the meeting.

**AGENDA**

- To read and confirm the minutes of the previous meeting and the action taken report
- To discuss and approve the academic calendar prepared for the academic year 2020-2021
- To discuss about the conduct of online classes
- To approve the list of faculties in charge of various Committees like NAAC, Monitoring Duty, Scholarship etc..
- Discussion on organizing a survey on the availability of Mobile phones among students for the online sessions
- Approval of Master time table

The IQAC Meeting for the Assessment year 2020-2021 was conducted on 29.11.2021. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi



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	Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. Kumaresan Administrative officer
8	Mr.S.Natarajan Local Society

The Members absent in the meeting - Nil

The Chairperson of the IQAC welcomed the members for the meeting. followed by a review presentation made by Dr. K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- The minutes of the previous meeting was read by the Principal and it was confirmed. As per the minutes of the meeting the action taken report was discussed in the meeting
- The academic calendar for the year 2020-2021 was approved
- An E-Teaching assistance cell to help the faculty with the online classes
- The academic committees was approved.
- It was decided to organize a survey to make an assessment among students

#### ACTION TAKEN REPORT

- The Academic Calendar was approved in the meeting for the academic year 2020-2021.
- An E-Teaching cell was constituted to support teachers with the online classes
- The Faculties were assigned for various responsibilities.
- A Survey was conducted online to access the availability of the electronic gadgets among students for the purpose of online classes.