

Minutes of the IQAC Meeting

Date: 10.08.2023

Time: 11.30 a.m.

Venue: Principal's Cabin

Agenda:

1. Discussion on key contributions and proposed plan of action for the current year.
2. Approval of initiatives and timelines for implementation.

Members Present:

1. Dr.G. Kalvikkarasi, Principal *G. Kalvikkarasi*
2. Dr.S.Veeramani, Associate Professor & Head, Dept. of Economics *SV*
3. Sri.R. Balasubramanian, Associate Professor & Head, Dept. of English *RS*
4. Dr.M.Jawaharlal Nehru, Associate Professor & Head, Dept. of Commerce *ab*
5. Dr.S. Purushothaman, Associate Professor & Head, Dept. of Corp. Sec.Ship *SP*
6. Ms.K.Baby, Assistant Professor & Head, Dept. of Tamil *KB*
7. Ms.Mehdha, Assistant Professor & Head, Dept. of Mathematics *JM*
8. Smt.V.Kayalvizhi, Assistant Professor & Head, Dept. of History *ab*
9. Dr.Mudduluru Suresh, Assistant Professor & Head, Dept. of Telugu *ab*
10. Dr.K. Sridhar, Librarian, IQAC Coordinator *KS*
11. Dr. K. Bhavani Selvi, IQAC Member *KS*

Minutes of the Meeting

1. Welcome Address

- The Principal welcomed all members and outlined the objectives of the meeting.

2. Discussion on Significant Contributions and Proposed Plan of Action

- The IQAC Coordinator discussed key contributions for the year and finalized the following areas of focus:

a) Digital Infrastructure Enhancement

- Upgrade IT systems to support online learning and assessments.
- Provide training for effective use of e-learning tools.

b) Capacity-Building Initiatives

- Organize skill development workshops for faculty, staff, and students.
- Collaborate with industry experts for specialized training.

c) Industry-Academia Linkages

- Strengthen partnerships with industries for internships and live projects.
- Plan for an annual industry connect program and job fair.

d) Sustainability Practices

- Implement eco-friendly initiatives such as waste segregation and solar panel installation.
- Conduct awareness campaigns on green practices.

e) Student Support Services

- Enhance mentorship programs with regular faculty-student interactions.
- Expand counseling services and organize workshops on personal development.

3. Approval of Timelines and Monitoring Mechanisms

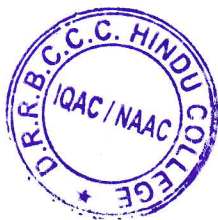
- The committee approved a timeline for the implementation of the above initiatives.
- Monitoring mechanisms were discussed, including periodic progress reviews and feedback collection.

4. Additional Suggestions

- Members suggested developing a detailed feedback system for stakeholders to evaluate the effectiveness of these initiatives.

5. Conclusion

- The Principal thanked all members for their active participation and constructive suggestions.



G. Kalvikkarasi
Dr. G. Kalvikkarasi 10/8/23

Principal
DHARMAMURTHI RAO BAHADUR CALAYALA
CUNNAN CHETTY'S HINDU COLLEGE
DHARMAMURTHI NAGAR,
PATTABIRAM, CHENNAI - 600 072

Minutes of the IQAC Meeting

Date: 18.10.2023












Time: 2.00 p.m.

Venue: Principal's Cabin

Agenda:

1. Review of previous research and innovation initiatives.
2. Planning for research promotion and extension activities.

Members Present:

1. Dr.G. Kalvikkarasi, Principal 
2. Dr.S.Veeramani, Associate Professor & Head, Dept. of Economics 
3. Sri.R. Balasubramanian, Associate Professor & Head, Dept. of English 
4. Dr.M.Jawaharlal Nehru, Associate Professor & Head, Dept. of Commerce 
5. Dr.S. Purushothaman, Associate Professor & Head, Dept. of Corp. Sec.Ship 
6. Ms.K.Baby, Assistant Professor & Head, Dept. of Tamil 
7. Ms.Mehdha, Assistant Professor & Head, Dept. of Mathematics 
8. Smt.V.Kayalvizhi, Assistant Professor & Head, Dept. of History 
9. Dr.Mudduluru Suresh, Assistant Professor & Head, Dept. of Telugu 
10. Dr.K. Sridhar, Librarian, IQAC Coordinator 
11. Dr. K. Bhavani Selvi, IQAC Member 

Minutes of the Meeting

1. Welcome Address

- . The Principal welcomed the members and outlined the agenda, emphasizing the need to strengthen research and extension activities.

2. Review of Previous Research and Innovation Initiatives

- . The committee reviewed the outcomes of past initiatives, including research publications, funded projects, and extension activities.

3. Discussion on Proposed Action Plan

- . The following areas were discussed and finalized for implementation:

Promotion of Research Culture

- . Organize research methodology workshops for faculty and students.
- . Provide seed funding for innovative research projects.

Enhancement of Research Output

- Encourage publications in high-impact journals by providing incentives.
- Conduct seminars and conferences to showcase research findings.

Extension Activities

- Collaborate with NGOs and local bodies for community outreach programs.
- Plan awareness campaigns on health, education, and environmental issues in nearby communities.

Industry and Academia Collaborations

- Facilitate partnerships with industries for applied research projects.
- Develop MoUs with reputed institutions to foster research collaborations.

4. Approval of Budget and Timeline

- A timeline was proposed for the implementation of each action point, with periodic progress reviews.

5. Suggestions from Members

- Members suggested creating a dedicated fund for international conference participation.
- It was proposed to explore government funding schemes for community-oriented projects.

6. Conclusion

- The Principal thanked the members for their valuable inputs.
- It was agreed that the next meeting would focus on reviewing the progress and addressing any implementation challenges.



G. Kalvikarasi
Dr. G. Kalvikarasi 18/10/23

Principal

DHARMAMURTHI RAO BAHADUR CALAYAL-
CUNNAN CHETTY'S HINDU COLLEGE
DHARMAMURTHI NAGAR,
PATTABIRAM, CHENNAI - 600 072

DATE!

23-12-2023

2023-2024

VENUE!

MEETING NO: 1

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Date	/ /

A Meeting IQAC/NAAC is held on 23-12-2023 [Saturday] at 2:00 P.M. in our college Principal's Hall of the Institution Chamber towards NAAC Criterion-II-Teaching, Learning and Evaluation under Catering to Student Diversity, for slow learners and Advanced Learners.

AGENDA

- ① How to upgrade/develop for slow learners about their studies in our college Student undergraduate/Post Graduate
- ② How to create motivation for Advanced Learners studying in undergraduate/Post Graduate Students

RESOLUTION

1) SLOW LEARNERS

- Faculty developed Self learning material
- Remedial Teaching
- Varied Instructional Techniques
- Peer Tutoring
- Teaching the slow learners about note taking, outlining, active listening - Special Session to be conducted
- Student Mentoring and Counselling
- More Library Hours
- Additional time in Laboratories and Libraries
- online source to upgrade level
- More Assignments
- Exclusive sessions must have attendance created separately with the title

(2) ADVANCED LEARNERS : RESOLUTION

- Student's online Course
- Professional and Proficiency examination
- Scholarship for Advanced learners
- Internships
- Participation in conference, Seminars, webinars and quizzes
- Surveys for Primary Research
- Higher Studies
- Diagnostic Tests to assess the level of the student [Linguistic and Logical]
- Project work
- Engagement in Peer Teaching (Photo)
- Tutoring slow learners by the peers
- Encouragement for competitions [certificates]
- Rewards
- Prospective Rank Holder Program
- Exclusive attendance Sheet to be created with the title:

MEMBERS ARE PRESENT

S. No.	NAME OF STAFF	DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr. G. Kalvirikarasi	Principal		
2.	Dr. N. Rajendra Naidu	Director		
3.	Dr. K. Sridhar	Coordinator	IBAC/NAAC	

S.No.	NAME OF STAFF	DESIGNATION	DEPARTMENT	SIGNATURE
4.	A. Gopinath.	Asst. Prof & Head	Electronics	[Signature]
5.	Dr. Premila	Asst. prof & Head	B.Com (ISM)	[Signature]
6.	Dr. S. Murgesan	H O D in Tamil	Tamil	[Signature]
7.	S. Karimozli	Ass. Prof. Head 1/2	Criminology	[Signature]
8.	C. SURESH KUMAR	Asst. Prof	chemistry	[Signature]
9.	Dr. G. SURESH	Asst Professor	Physics	[Signature]
10.	R. RAJANURAM.	HOD - Vis. con.	Vis. con.	[Signature]
11.	Judheer M. Mandey	BBA - Head	BBA	[Signature]
12.	Dr. C. Karpagavali	HOD English	English	[Signature]
13.	B. Anandhan	Head in charge	Statistics	[Signature]
14.	Dr. A. NANCY	FOR HOD	MSW	[Signature]
15.	Dr. N. Swarnalatha	Asst. prof & Head	B.com (CS)	[Signature]
16.	Dr. D. LAKSHMINARAYANAN	Head	Data Science	[Signature]
17.	B. BALAMURALE	Asst. prof	Acc and fin	[Signature]
18.	M. MAHENDRAN	BBM	Asst. Prof	[Signature]
19.	Dr. N. Venkataramanan	Asst Head	Asst. Prof	[Signature]
20.	Dr. U. ARATHI AN.	HOD of Commerce	Commerce	[Signature]

S.No.	NAME OF STAFF	DESIGNATION	DEPARTMENT	SIGNATURE
21	DR. U. SRI SWATHIKA	HOD	AI	U. Swathika
22	S. SAHAYA JOTHI	HOD	MATHEMATICS	S. Sahaya Jothi
23	Dr. J. Dharmakrishna	Assistant Prof	ECONOMICS	J. Dharmakrishna



(Signature)
PRINCIPAL
 DHARMAMURTHI RAO BAHADUR CALAVALA CHETTY'S HINDU COLLEGE
 DHARMAMURTHI NAGAR, PATTASIRAM,
 CHENNAI - 600 072.

07/03/24

2023-2024

MEETING NO: 2

A Meeting IQAC/NAAC is held on 07/03/2024 [Thursday] at 2:30pm in our college. Principal / Head of the Institution Chamber towards NAAC criterion and Submission of documents.

AGENDA

- 1) To inform the last date for department activities report submission
- 2) Discussion with regard to strengthen the Placement opportunity for students.
- 3) To analyse the updation of website committee
- 4) To conduct certificate course for all the three years.
- 5) To collect feedback from present and passed out students.

PROCEEDINGS OF THE MEETING

- 1) It is informed that the HODs to submit their department activities report on or before 20/03/2024 to the IQAC
- 2) In order to improvise and upgrade

the Placement cell, it is necessary to take measures by all the respective departments

- 3) It has been planned to invite several corporate companies and reputed banks to conduct job interviews for PG as well as UG students.
- 4) It has been resolved that Dr. N. Venkataraman Head of the department (BCA) will be in charge for Website committee.
- 5) It is decided to select one faculty member from each department to represent the website updation
- 6) It is resolved to conduct certificate course for all the students
- 7) It has been planned to collect feedback from current and passed out students.
- 8) It is stated that concern Entention activity in charges should submit on list together HODs.

MEMBERS PRESENT

<u>S.NO</u>	<u>NAME OF THE STAFF</u>	<u>DESIGNATION</u>	<u>DEPARTMENT</u>	<u>SIGNATURE</u>
1.	Dr. G. Kalvikarasi	Principal		Cell
2.	Dr. U. Sri Swathigan	HOD	AI	Udumutt
3.	A. Broj Nath	Electronics	BES	Shree
4.	Dr. S. Mungesam	HOD	Tamil	Shree
5.	Mr. B. Anandavel	Head in charge	Statistics	B. Paul
6.	Dr. U. PARSIBANI	HOD	Commerce	Shree
7.	Dr. R. PACHURAMON	HOD	MS.com	Shree

S.NO	NAME OF THE STAFF	DEPARTMENT	Signature
8.	Dr. D. Lakshminarayana	Head Comp. Science with Data Science Chemistry	[Signature]
9.	Dr. C. SURESH KUMAR	Head physics	[Signature]
10.	Dr. G. SURESH	Head physics	[Signature]
11.	B. BALAMURALI	ASST. PRINCIPAL A.P.F	[Signature]
12.	M. MAHADEWAN	B.B.A	[Signature]
13.	Dr. RAJAN J	M.S.W	[Signature]
14.	Dr. Premalakshmi	D. Com / SM	[Signature]
15.	Ms. S. Kanimathi	Criminology	[Signature]
16.	Dr. J. RAJESH	Statistics	[Signature]
17.	Dr. N. Venkatesh Narayan	Comp. appls	[Signature]
18.	B. VINAYAGAM	Economics	[Signature]
19.	Dr. C. Karpagavalli	English	[Signature]
20.	Dr. N. Swarnalatha	Comp. Secretaryship	[Signature]
21.	S. SAHAYA JOSE	Mathematics	[Signature]
22.	Melha M Mandy	BBA	[Signature]
23.	Dr. V. Saritha	Comp. Sci	[Signature]
24.	Dr. K. SRIDHAR	IQAC/NAAC Co-ordinator	[Signature]

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G. Suresh

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