

The first meeting of the IQAC Core Committee (2015-16 academic year) was held on June 3, 2015 at 10.30 a.m.in the Principal's Chamber. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. C. James
4. Dr. G. Allen Gnanaraj
5. Dr. S. Robinson Chellathurai
6. Dr. R.D. Stevens Jones
7. Dr. Sidney Shirly
8. Dr. Herald M. Dhas
9. Mr. S. Arul Kumar
10. Dr. S. Prasanna Kumar
11. Dr. S. Godwin Wesley
12. Mr. T. Smith

Agenda

1. Academic Audit
2. Autonomy extension
3. AQAR
4. NAAC – Reaccreditation III cycle

Minutes of the Meeting

- Since autonomy extension is mandatory to go for NAAC reaccreditation (IIIrd cycle), it is essential to speed up the process to get autonomy extension.
- Feedback of outgoing students have been already processed for the academic year 2013-14 and 2014-15. However, feedback summary/report has not yet been prepared. The Committee unanimously deputed Dr. C. James to prepare the feedback summary/report.
- It was decided to submit the self study report of each and every department for the academic year 2014-2015 on or before 3rd July 2015. An alert message has to be sent to all HoDs on 3rd June 2015.
- A model academic audit was planned to conduct for all departments on July 9th and 10th of 2015. Audit members were tentatively decided comprising Dr. S. Prasannakumar, Dr. Godwin Wesley and two more members from Arts department.
- Since AQAR is mandatory for NAAC reaccreditation, a members are deputed to prepare it from back date. Deputed members are:

1. Dr. Sidney Shirly
2. Dr. Evangeline Jemi

- It was decided to conduct a one day seminar under the banner SRF for the present M.Phil scholars. Dr. A. Moses Ezhil Raj was deputed to conduct the program.
- Demonstration on “usage of smart board” was decided to hold on 11th June 2015 at 10 a.m. in Physics Library. Dr. C. James kindly consented to give the demonstration.
- Achievers Award should be given to outstanding staff at the end of each year based on their merits and their contribution for the betterment of student community, institution, research etc. The Committee unanimously deputed Dr. C. James and Dr. S. Godwin Wesley to frame rules and regulations to judge the achiever.
- Dr. S. Godwin Wesley’s help was sought to complete the UGC’s XIIth Plan proposal.
- It was mandatory to provide the departments activities and their details to the IQAC’s biannual news letter.

The meeting came to an end at about 11.45 a.m. with a word of thanks by our Principal Dr. M. Edwin Gnanadhas.

Principal

Convener, IQAC

The second meeting of the IQAC Core Committee was held on June 29, 2015 at 3.00 p.m.in the Principal's Chamber. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. C. James
4. Dr. G. Allen Gnanaraj
5. Dr. S. Robinson Chellathurai
6. Dr. R.D. Stevens Jones
7. Dr. Sidney Shirly
8. Dr. Herald M. Dhas
9. Mr. S. Arul Kumar
10. Mr. T. Smith
11. Dr. S. Prasanna Kumar
12. Dr. S. Godwin Wesley

Agenda

1. Minutes of the previous meeting
2. Self Study Report
3. Mock academic audit
4. IQAC News letter
5. IQAR
6. Any other matter

Minutes of the Meeting

- The best departments (Botany, English and Tamil) as selected by the academic auditors (2014-15) should be awarded with a citation in the staff association meeting.
- It was decided to conduct the mock academic audit as planned on 9th and 10th of July 2015. Dr. S. Prasanna Kumar, Dr. S. Godwin Wesley and Dr. J. Dinakaral Thavamony are the audit members.
- It was decided to bring out the biannual IQAC newsletters for the academic year 2014-15 at the earliest in July 2015.
- It was planned to put uses log book for smart board users.
- Awareness should be given to all the staff members to upload class notes along with attendance.
- Smart board hands on training was planned to train all staff members. Dr. C. James graciously accepted to train the members in the following days.

Mathematics Hall - 3rd July 2015

Edusat Hall - 6th July 2015

Physics Department Library - 7th July 2015

- It was planned to conduct a one day seminar under the banner Scott Research Forum (SRF) during the month of August for M.Phil scholars after submission of their dissertation.
- It is better to get ISBN number for SRF publications.
- It was decided to inform all the staff members to send a copy of their proposals, reports etc. to IQAC.
- It was planned to motivate the staff members to write proposals to get grants for conducting seminars, conferences, minor and major projects.

The meeting came to an end with a word of thanks by our Principal Dr. M. Edwin Gnanadhas.

Principal

Convener, IQAC

The third meeting of the IQAC Core Committee along with Liaison members was held on July 6th 2015 at 12.30 p.m. in the meeting Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. C. James
4. Dr. G. Allen Gnanaraj
5. Dr. S. Robinson Chellathurai
6. Dr. R.D. Stevens Jones
7. Dr. Sidney Shirly
8. Dr. Herald M. Dhas
9. Mr. S. Arul Kumar
10. Mr. T. Smith
11. Dr. S. Prasanna Kumar
12. Dr. S. Godwin Wesley
13. Dr. A. Isaac Arul Dhas
14. Dr. A. Evangelin Jemi
15. Dr. S.R. Jasmine Levy
16. Dr. Y.S. Irine Sheela
17. Mrs. D.J. Jeejamol
18. Dr. A. Yardily
19. Dr. S. Jeeva
20. Dr. R. Leena
21. Dr. T. Wins Joel
22. Dr. A. Seilan
23. Mr. I. Samuel Sundar Singh
24. Dr. G. Jeslin Viola Pet
25. Mrs. D. Helen Sheeba
26. Mr. R. Shanthikaran
27. Mrs. B. Shamina Ross
28. Mr. A. Arul Moses
29. Dr. A. Remila Jann
30. Dr. E. Jesudin Rajesh

Agenda

1. Minutes of the previous meeting
2. Self Study Report

Minutes of the Meeting

- It was decided to submit the self study report (2014-15) of each and every department at the earliest before 20th July 2015.
- Especially all liaison members were asked to collect the details regarding

- (a) Paper published in National / International Journals
- (b) Attending Conferences, Seminars, Workshops by teachers and students
- (c) Staff participation in orientation / refresher courses.
- (d) Student's Achievements
- (e) Staff involved in Curricular, Co-curricular activities, etc.
- Also the liaison members were asked to collect evidences regarding all the above details.

Principal

Convener, IQAC

The fourth meeting of the IQAC Committee along with liaison members was held on August 3rd, 2015 at 3.15 p.m. in the meeting Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Mr. S. Arul Kumar
4. Dr. R.D. Stevens Jones
5. Dr. G. Isaac Arul Dhas
6. Dr. T. Wins Joel
7. Dr. Herald M. Dhas
8. Dr. E. Jesudin Rajesh
9. Mr. R. Arul Moses
10. Dr. I. Samuel Sundar Singh
11. Mr. R. Shanthikaran
12. Dr. C. James
13. Dr. A. Ramila Jnn
14. Mrs. D.J. Jeejamol
15. Dr. S.R. Jasmine Levy
16. Dr. R. Leena
17. Dr. Y.S. Irine Sheela
18. Mrs. B. Shamina Ross
19. Dr. G. Jeslin Viola Pet
20. Dr. Sidney Shirly
21. Dr. S. Godwin Wesley
22. Mrs. D.K. Helen Sheeba

Agenda

1. Collection of evidences
2. Conduct of mock Audit
3. 2014-15 Departmental input collection
4. Monitoring UGC and other websites
5. Submission of major and minor projects

Minutes of the Meeting

- All the Liaison members were asked to collect the documentary evidence for the programmes conducted by the department. Details regarding participation in Conferences, Seminars, Symposium etc., persons served as resource persons and members presented papers in national and international conferences and journals.
- After collecting the evidences, it was decided to conduct the mock audit in September 2015.
- All the liaison members were asked to give news and other details about their department for the forth coming 2014-15 IQAC newsletters.

- Dr. C. James and Dr. Herald M. Dhas were unanimously selected to monitor the various UGC schemes published in their web site.
- Since the project submission date was extended by UGC, Principal requested the members to make awareness among department staff members to make awareness among department staff members to submit major/minor project.

Principal

Convener, IQAC

The Vth meeting of the IQAC Liaison members of IQAC was held on October 14, 2015 in the meeting Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. G. Isaac Arul Dhas
4. Mr. R. Shanthikaran
5. Dr. A. Seilan
6. Dr. T. Wins Joel
7. Dr. Herald M. Dhas
8. Dr. R. Leena
9. Dr. V. Bini Marin
10. Mrs. B. Shamina Ross
11. Dr. A. Yardily
12. Dr. S. Jeeva
13. Dr. A. Evangeline Jemi
14. Dr. Sidney Shirly
15. Dr. I. Samuel Sundar Singh
16. Mrs. D.K. Helen Sheeba
17. Mrs. D.J. Jeejamol
18. Dr. Y.S. Irine Sheela
19. Dr. E. Jesudin Rajesh

Agenda

1. Model Audit
2. SSR for 2009-2015
3. IQAC News Letter
4. Inclusion of student member
5. DST-FIST projects
6. Campus developments

Minutes of the Meeting

- It was decided to conduct the model audit in the last week of October.
- It was decided to prepare the self evaluative reports for the year 2009-2010 and 2014-15 on or before 26.10.2015.
- For the IQAC Newsletter, send information through IQAC e-mail id: scottiqac@gmail.com
- Since IQAC composition require student members, it was decided to include one student from each department.
- It was decided to send the utilization certificate for the funded DST-FIST project.

- Principal explained the works to be carried out before the autonomy extension committee.
 - (i) Campus Development Project
 - (ii) Hostel Kitchen
 - (iii) Indoor Stadium
 - (iv) Compound Wall

Principal

Convener, IQAC

The VIth meeting of the IQAC Committee members was held on December 14, 2015 in the Principal's room. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. R.D. Stevens Jones
4. Dr. Sidney Shirly
5. Mr. T. Smith
6. Dr. S. Robinson Chellathurai
7. Dr. G. Allen Gnana Raj

Agenda

1. Academic Audit
2. Internal Audit

Minutes of the Meeting

- It was decided to conduct the internal audit on 15.12.2016 and 16.12.2015.
- Dr. S. Prasanna Kumar, Dr. S. Godwin Wesley and Dr. J. Cyril Kanmony were served as academic auditors.
- It was decided to conduct the external audit on 17.12.2016 and 18.12.2016.
- Principal informed the external auditors: Dr. Albert Cycil Raj and Dr. Francis Gnana Sekar, both are from St. Joseph's College, Trichy.
- Principal requested the members to render full co-operation during both internal/external audit.

Principal

Convener, IQAC

The VIIth meeting of the IQAC Core Committee members was held on 01.02.2016 at 3.00 p.m. in the Conference Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. S. Godwin Wesley
4. Dr. S. Robinson Chellathurai
5. Dr. R.D. Stevens Jones
6. Dr. G. Allen Gnana Raj
7. Mrs. B. Shamina Ross
8. Dr. G. Jeslin Viola Pet
9. Dr. V. Bini Marin
10. Dr. Sidney Shirly
11. Dr. A. Evangeline Jemi
12. Dr. R. Leenaaaaa
13. Dr. Y.S. Irine Sheela
14. Dr. A. Yardily
15. Dr. I. Samuel Sundar Singh
16. Mr. R. Arul Moses
17. Dr. A. Seilan
18. Mr. S. Arul Kumar
19. Dr. Herald M. Dhas

Agenda

1. Minutes of the previous meeting
2. Internal Audit
3. AQAR
4. Extension of Autonomy
5. Report for extension of Autonomy

Minutes of the Meeting

- We have successfully completed the internal audit during 15th & 16th of December 2015.
- The IQAC of Scott Christian College congratulated the internal audit members Dr. S. Prasanna Kumar, Dr. Godwin Wesley and Dr. J. Cyril Kanmony.
- Also the IQAC congratulated the external audit members Dr. Albert Cycil Raj and Dr. Francis Gnan Sekar of St. Joseph's College, Tiruchirapalli. They conducted the audit on 17th & 18th December 2016.
- Principal requested Dr. Sidney Shirly and Dr. Evangeline Jemi to speed up the work to complete AQAR and Newsletters.
- It was decided to conduct the moel presentation in view of extension autonomy on 14th March 2016.

- Principal requested to get ready all the members to face Autonomy extension committee during their visit on 18th & 19th March 2016.
- Meeting came to an end at about 4.00 p.m.

Principal

Convener, IQAC

The VIIIth meeting of the IQAC Core Committee members along with all liaison members and Deans was held on 16.03.2016 at 11.30 a.m. in the Conference Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. Herald M. Dhas
4. Dr. R.D. Stevens Jones
5. Mrs. B. Shamina Ross
6. Dr. G. Jeslin Viola Pet
7. Mrs. S. Sharmila Juliet
8. Dr. A. Remila Jann
9. Dr. R. Leena
10. Dr. Y.S. Irine Sheela
11. Dr. A. Evangeline Jemi
12. Dr. Sidney Shirly
13. Dr. G. Allen Gnana Raj
14. Dr. G. Isaac Arul Dhas
15. Dr. I. Samuel Sundar Singh
16. Mr. T. Kingslin
17. Dr. A. Seilan
18. Mr. Arul Moses
19. Mr. T. Smith
20. Dr. C. James
21. Dr. S. Godwin Wesley

Agenda

1. Minutes of the previous meeting
2. IQAC Newsletter
3. Extension of Autonomy
4. AQAR
5. Feedback
6. RUSA

7. Any other matter

Minutes of the Meeting

- It was decided to release the newsletters for the academic year 2015-2016 at the earliest before the Autonomy extension commission visit.
- UGC has announced the dates for the Commission visit for Autonomy extension during 22-24th June 2016. Committee members are
 - Dr. Mamtha Agarwal - Co-ordinator
 - Dr. Meenakshi - Chairperson
 - Dr. Srimathi - Member
 - Dr. Aparna - Member
 - Dr. Pandian - Government nominee
 - Dr. Maria John - University nominee
- After getting autonomy extension, NAAC accreditation is essential and therefore insisted the committee members to prepare AQAR and upload in our college Website.
- Feedback was decided to conduct on the last week of March.
- RUSA application format was almost in the completion stage and it will be sent in the month of June.
- The meeting came to an end at 12.30 p.m.

Principal

Convener, IQAC

The Core Committee of the IQAC was held on 21.06.2016 at 12 noon in the Conference Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. S. Prasanna Kumar
4. Dr. R.D. Stevens Jones
5. Dr. S. Robinson Chellathurai
6. Dr. G. Allen Gnana Raj
7. Dr. C. James
8. Dr. S. Godwin Wesley
9. Dr. Sidney Shirly
10. Dr. Herald M. Dhas

Agenda

1. Facing Autonomy extension committee visit
2. Departmental preparation
3. Departmental visit
4. Any other matter

Minutes of the Meeting

- Principal insisted all the IQAC Core Committee members to involve activity during the autonomy extension committee visit.
- It was decided to visit all the departments to verify the preparation done by each department on 21st June 2016, soon after the IQAC meeting.

The meeting came to an end at 12.30 p.m.

Principal

Convener, IQAC

The Core Committee of the IQAC was held on 27th June 2016 at 3.00 p.m. in the Conference Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. S. Godwin Wesley
4. Dr. S. Robinson Chellathurai
5. Dr. R.D. Stevens Jones
6. Dr. C. James
7. Dr. Herald M. Dhas
8. Dr. G. Allen Gnana Raj
9. Mr. T. Smith
10. Dr. Sidney Shirly

Agenda

1. Future planning
2. Academic Calendar
3. Result analysis
4. Young faculty – Workshop
5. Self Appraisal

Minutes of the Meeting

- Principal insisted to plan various activities of the department by conducting Seminars, Conferences, Industrial Visits etc.
- Principal depute Dr. C. James to prepare the academic calendar for the academic year 2016-2017.
- It was resolved to conduct a one day Workshop to orient young faculty members joined from the academic year 2010-2011.
- It was resolved to submit the self study report of every department for the year 2015-16 to the IQAC before 10th October 2016.+

Principal

Convener, IQAC

The Core Committee meeting of the IQAC was held on 29th September 2016 at 12.30 p.m. in the Conference Hall. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. R.D. Stevens Jones
4. Dr. S. Robinson Chellathurai
5. Dr. Herald M. Dhas
6. Dr. C. James
7. Mr. T. Smith
8. Mr. S. Arul Kumar
9. Dr. G. Allen Gnana Raj

Invitees

1. Dr. L. Judith Sophia
2. Dr. V. Bini Marin
3. Dr. D. Hylin Reba

Agenda

1. Minutes of the previous meeting
2. Preparation of SSR
3. Allocation of criterion to members
4. Submission last date

Minutes of the Meeting

- As all the departmental data are received through the liaison members, Principal insisted to get ready to prepare the self study report for submitting it to NAAC.
- Since preparing SSR is tedious, Principal allocated seven members to prepare each criterion.
- Allocated members are,

Dr. C. James
Dr. G. Allen Gnana Raj
Dr. S. Robinson Chellathurai
Dr. L. Judith Sophia
Dr. D. Hylin Reba
Dr. Herald M. Dhas
Dr. V Bini Marin

Principal

Convener, IQAC

The IXth meeting of the IQAC was held on 3rd October 2016. Following members were present.

1. Dr. M. Edwin Gnanadhas – Principal
2. Dr. A. Moses Ezhil Raj
3. Dr. R.D. Stevens Jones
4. Mr. R. Shanthikaran
5. Dr. D. Hysin Reba
6. Mrs. B. Shamina Ross
7. Mrs. D.J. Jeejamol
8. Dr. S.R. Jasmine Levy
9. Dr. R. Leena
10. Mrs. D.K. Helen Sheeba
11. Dr. A. Remila Jann
12. Dr. V. Bini Marin
13. Dr. G. Jeslin Viola Pet
14. Dr. Y.S. Irine Sheela
15. Dr. A. Evangeline Jemi
16. Dr. Sidney Shirly
17. Dr. L. Judith Sophia
18. Dr. I. Samuel Sundar Singh
19. Dr. A. Seilan
20. Dr. S. Jeeva
21. Dr. A. Yardily
22. Dr. M. Rashi
23. Dr. S. Robinson Chellathurai
24. Dr. C. James
25. Dr. Herald M. Dhas
26. Dr. G. Allen Gnana Raj
27. Mr. S. Arul Kumar
28. Dr. C. Godwin Sam
29. Mr. T. Smith

Agenda

1. Minutes of the previous meeting
2. Departmental Data through Liaison Members
3. Preparation of SSR.

Minutes of the Meeting

- As certain data are mandatory for the completion of SSR, all the liaison members are asked to provide it to the respective staff before 10th October 2016.
- Principal requested the respective staff members to complete the SSR by 22nd October 2016.

Principal

Convener, IQAC