



# Scott Christian College (Autonomous)

Nagercoil – 629 003, Tamil Nadu, India

## INTERNAL QUALITY ASSURANCE CELL



### Minutes of the Internal Quality Assurance Cell (IQAC) Meeting held on 1 April 2022

The meeting of the IQAC of Scott Christian College (Autonomous) was held on Tuesday, the 1<sup>st</sup> April 2022 at 3.00 pm in the College Conference Hall. The following members attended the meeting and shared their ideas.

1. Dr J. Robert Victor Edward (Principal & Chairman)
2. Dr G. Isaac Arul Dhas (Senior Faculty)
3. Dr G. Allen Gnana Raj (Senior Faculty)
4. Dr D. Hylin Reba (Asst. Coordinator)
5. Dr L. Judith Sophia (Asst. Coordinator)
6. Dr Shirley Daniel (Asst. Coordinator)
7. Dr A. Malar Retna (Asst. Coordinator)
8. Dr D. Hudson Oliver (Asst. Coordinator)
9. Dr B. Shamina Ross (Website Convenor)
10. Dr J.G. Duresh (Dean - Arts)
11. Dr R.D. Stevens Jones (Dean – Sciences)
12. Dr A.E. Dulip Daniels (Dean- Research)
13. Dr R. Ragel Mabel Saroja (Dean- Student Welfare)
14. Mr T. Smith (Office Superintendent)
15. Mr G. Rajesh (Governing Board Member)
16. Ms J. Merilla Nissi (Alumna, MSc Physics 2016-18)
17. Mrs Parveen Mathew (Industrialist, MD, KA Industries, Nagercoil)
18. Dr C. James (Dean – IQAC)

Dr J. Robert Victor Edward (Principal & Chairman), welcomed the Committee members and appreciated the quality measures initiated by IQAC.

Thereafter, the agendas were taken up for discussion.

Minute No	Minutes
1/2021–22	<p><i>Confirmation of the Minutes (2020-21/1-5) of the IQAC meeting held on 16<sup>th</sup> March 2021 at 3.00 pm in the Conference Hall</i></p> <p><i>Dean IQAC read the minutes (2020-21/1-5) of IQAC Meeting held on 16<sup>th</sup> March 2021 and the minutes were confirmed.</i></p>

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2/2021–22	<p><b>Action Taken Report on the Minutes (2020-21/1-5).</b></p> <p>The IQAC Committee carefully perused the “Action Taken Report (ATR)” presented by the Dean IQAC and expressed its satisfaction on the initiatives made as per the minutes of the IQAC Meeting held on 16<sup>th</sup> March 2021.</p>
3/2021–22	<p><b>Academic and Administrative Audit Report (AAA 2019 - 2020)</b></p> <p>The Principal released the Academic and Administrative Audit Report 2019-20 consisting of 529 pages and the first copy was received by the Governing Board Member Mr G. Rajesh.</p> <p>Dean IQAC presented the AAA 2019-20 report and the members analysed the score obtained in various quality parameters. Members suggested the need to concentrate on the low performance areas.</p>
4/2021–22	<p><b>Academic and Administrative Audit for the year 2020 - 21.</b></p> <p>Resolved to conduct the Academic and Administrative Audit 2020-21 after the Autonomy Extension visit.</p> <p>Also resolved to conduct the mock visit with the peer team comprising Dr. V. Balamurugan, Professor &amp; Formerly Director, IQAC of Manonmaniam Sundaranar University and Dr. B. William Dharma Raja, Dean of Education &amp; Director, IQAC of Manonmaniam Sundaranar University on 12th April 2022 .</p>
5/2021–22	<p><b>FDP on Quality Research and Publications</b></p> <p>Resolved to entrust Dr. A.E. Dulip Daniels (Dean- Research) and Dr. D. Hudson Oliver (Assistant IQAC Coordinator) to conduct FDP on Quality Research and Publications for Research Guides with Dr. Lifton as Resource Person for Science.</p> <p>Also resolved to entrust Dr. J. G. Duresh to suggest an eminent resource person for Arts.</p>
6/2021–22	<p><b>FDP on Teaching Learning methods</b></p> <p>Resolved to entrust Dr. D. Hysin Reba (Assistant IQAC Coordinator) to arrange an FDP on Teaching Learning Methods to young Teachers with the IQAC team.</p>
7/2021–22	<p><b>“Scott Times” News letter and a Youtube channel</b></p> <p>The IQAC committee pointed out the importance of having a Newsletter and a YouTube channel for proper communication among the stakeholders.</p> <p>The committee welcomed this and resolved to initiate mass communication through a monthly digital Newsletter and a YouTube Channel in the name of “Scott Times.”</p> <p>Also resolved to entrust Dr. L. Judith Sophia (Assistant IQAC Coordinator) to be the Editor and the Principal as the Editor-in-Chief.</p>

**Reporting Items:**

**1. All India Survey of Higher Education (AISHE) 2019-20**

*Dr. Hylin Reba (Assistant IQAC Coordinator) stated the significance of AISHE and reported that the Data was filled up and submitted on February 28, March and received the certificate for successfully uploading the data.*

**2. Annual Quality Assurance Report (AQAR)**

*Dr. Hudson Oliver (Assistant IQAC Coordinator) reported that AQAR for the year 2018-19 was successfully uploaded and also rectified the queries.*

*He also reported that 75% of the data was fed already in the AQAR 2019-20 format and the rest will be completed after the Autonomy Extension Commission Visit.*

**3. National Institutional Ranking Framework (NIRF)**

*Dr. Shirley Daniel (Assistant IQAC Coordinator) reported that the online Data Capturing System for data submission for India Rankings 2022 was uploaded on 17th February 2022.*

**4. Extension of Autonomous States**

*Dr. C. James (Dean-IQAC) reported that UGC has confirmed the dates Apr 25 & 26 for the on-the spot inspection by the team comprising 1. Prof. (Mrs.) Anu S. Lather, Vice-chancellor, Ambedkar University, Delhi; 2. Prof. B. N. Singh, Professor & Former Head, Dept. Geography, University of Allahabad; 3. Dr. G. Ananda Reddy (Principal), PVKN Government College (Autonomous), Andhra Pradesh; 4. Sri. Madan Lal, Section Officer, University Grants Commission; 5. Dr. K. Baskaran, Joint Director of Collegiate Education, Tirunelveli and 5. Dr. V. Samuel Gnana Prakash, Professor & Head, Centre for Marine Science, Manonmaniam Sundaranar University.*

Dr. C. James (Dean-IQAC) proposed the vote of Thanks.

Date: 1 April 2022

  
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