



Scott Christian College (Autonomous)

INTERNAL QUALITY ASSURANCE CELL



Action Taken on the Minutes (2019-20/6-11) are given hereunder

Minute No	Minutes and Actions
2019-20/6	<p>Confirmation of the Minutes (2019-20/1-5).</p> <p><i>Dean IQAC read the minutes (2019-20/1-5) of IQAC Meeting held on 12th September 2019 and the minutes were confirmed.</i></p> <p>Action:</p> <p>The minutes were duly recorded and published in the college website.</p>
2019-20/7	<p>Action Taken Report on the Minutes (2019-20/1-5).</p> <p><i>The IQAC Committee members carefully gone through 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 12th September 2019.</i></p> <p>Action:</p> <p>The action taken report (ATR) was duly recorded and published in the college website.</p>
2019-20/8	<p>Presentation of Academic and Administrative Audit Report 2018-19 (AAA).</p> <p>1. <i>Resolved to conduct Department-wise IQAC Review meetings to disseminate the quality parameters and to initiate new quality measures.</i></p> <p>Action:</p> <p>IQAC planned and scheduled Department-wise Review meetings at the end of March 2020 to disseminate the quality parameters and to initiate new quality measures and the process has been stopped due to lockdown for COVID pandemic.</p> <p>2. <i>Resolved to encourage the Departments to maintain records for Students Progression and Placements.</i></p>



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	<p>Action:</p> <p>Necessary instructions were given to the Head of the Departments and the Dean - placement for tracking students through Whatsapp or Telegram groups and also to maintain records of Students Progression and Placements and take necessary follow-ups for improvement.</p> <p>3. Resolved to implement Research Information Network System (RINS) through online INFLIBNET facilities IRINS and VIDWAN.</p> <p>Action:</p> <p>IQAC conducted seminar series on 2020 March 18 to 20 for all the teachers on awareness about IRINS and hands-on training to enter their research data in VIDWAN along with Dean-Student Affairs.</p>
2019–20/9	<p>Collection and Analysis of feedback on Curriculum.</p> <p>Action:</p> <p>IQAC prepared, collected and analysed the feedback on curriculum from all stakeholders through online using google forms.</p> <p>The Student Satisfaction Survey (SSS) was also collected on the same NAAC questionnaire and analysed.</p>
2019–20/10	<p>Roles and Responsibilities of Administrators.</p> <p>Action:</p> <p>For internalizing and institutionalizing qualities at National/Global standards of Higher Education, IQAC stated “Roles and Responsibilities” for all the Academic Administrators of our institution and the same has been communicated to all.</p>
2019–20/11	<p>Performing Career Appraisal.</p> <p>Action:</p> <p>As the Govt. of Tamilnadu recently passed GO on 2018 UGC regulations, awaiting for the revised DCE Proceedings to implement Career Appraisal System (CAS) for teachers.</p>

Date : 12 Mar 2021


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