

MADRAS CHRISTIAN COLLEGE (Autonomous), CHENNAI – 600 059
INTERNAL QUALITY ASSURANCE CELL (MCC-IQAC)

MINUTES OF MEETING I – AUGUST 27, 2021

The first meeting of IQAC – Q1 (June 2021 – August 2021) for the Academic Year 2021-2022 was conducted on 27th August 2021.

Agenda

1. Opening prayer
 2. Introduction of new member – Director, SFS
 3. Activities of IQAC in Q1
 4. Proposed significant activities of IQAC in 2021-22
 5. Principal's remarks
 6. Any other matter
 7. Closing prayer
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1. Opening Prayer: The meeting began with a prayer by Dr P. Wilson, Principal and Secretary
 2. Principal introduced Dr. Janet Vennila, Director (SFS) to the members. She is replacing Dr. Roop Singh, the previous Director (SFS) who was retired on 31st May 2021.
 3. The activities of IQAC from June 2021 to August 2021 were presented by Dr Johanna Jhansi Rani, Coordinator, IQAC.
 - The IQAC Coordinator, Mrs G. Johanna Jhansi Rani, presented a paper on the Best practices by the Department of Botany of the College authored by Dr Joyce Sudandara Priya and G. Johanna Jhansi Rani MCC titled, "Online summer Internship on Applications of DNA Barcodes in Systematics and Biogeography - a Phyloinformatics approach", highlighting the practice of online internship at the NAAC sponsored National Level Virtual Conf. on Best Practices and their Success stories in Higher Education Institutions conducted by Rathinam College of Arts and Science, Coimbatore, June 25, 26, 2021. The paper was published in the Proceedings of the Conference, pages 35 – 41, ISBN 978-93-91347-13-0, 2021, by Coimbatore Institute of Information Technology.
 - During the year, the IQAC organised a Faculty Development Program on Outcome Based Education: Evaluation of Attainment of Outcomes was conducted successfully on the 28th and 29th of July 2021 in offline mode adhering to all the COVID protocols. The objective of the FDP was to focus on the curricular aspects as given in Criterion I of NAAC. There were 61 participants from all the college departments in Aided and SFS streams. Dr. C James, Professor,

Department of Physics and Dean IQAC, Scott Christian College, Nagercoil, served as Resource Person. The resource person gave a presentation on designing the curriculum for OBE and provided training in the Alignment and Mapping of Learning Outcomes and the assessment of learning outcomes.

4. Proposed significant activities of IQAC in 2021-22

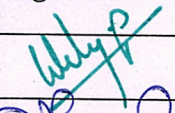
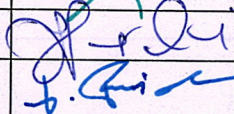
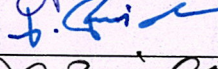
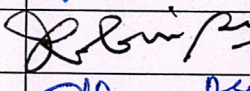
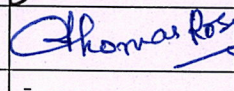


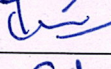
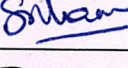
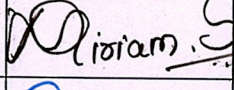
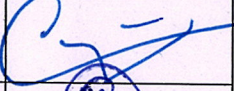
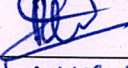
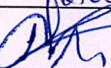
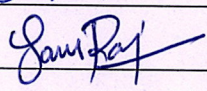
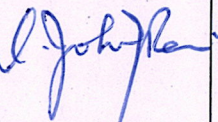
- Proposal for Green Audit: As a requirement for NAAC, proposal for the Green Audit was submitted on 12th August 2021 by Dr Johanna Jhansi Rani and Dr Richard, Assistant Professor, Department of Botany to Bursar. A budget for Rs. 1,40,000.00 was presented to Bursar, including equipment for the Green Audit. The objectives of the audit include (i) Mapping of campus vegetation, (ii) Documentation of campus biodiversity, (iii) Tree census and (iv) Marking waterbodies and streams on the campus.
- It was proposed to conduct FDPs on (i) Data analysis using the SPSS package so that the faculty can analyse the data and (ii) Research methodology to improve the quality of research publications of the institute.
- It was decided that the IQAC will focus on improving the Graduate Outcomes Data Capture during the convocation registration. This would facilitate quality data input for upcoming NIRFs

5. Principal's remarks:

Principal Dr P. Wilson remarked that the proposed significant activities of IQAC focused on the quality improvement of the institute and wished the team to complete the task successfully.

6. Any other matter – The principal suggested that there is a need to create a new data-capturing system for the IQAC that should be dynamic and robust.
7. The meeting ended with a closing prayer by Dr Johanna, IQAC Coordinator

Members Present :

| Composition | S. No. | Designation | Name | Signature |
|---|--------|--|---|---|
| Chairperson | 1 | Principal & Secretary | Dr. P. Wilson |  |
| Senior Administrative Officers | 2 | Director, SFS | Dr. J. Jannet Vennila |  |
| | 3 | Controller of Examinations i/c. | Dr. S. Ravi Shankar |  |
| | 4 | HOD, Mathematics | Dr. T. Robinson |  |
| | 5 | Dean, International Programmes | Dr. Thomas Rosy |  |
| | 6 | Estate Manager | - | - |
| Teachers to represent all level (Three to eight) | 7 | Dean of Humanities | Dr. James Kurian | Leave of absence |
| | 8 | Dean of Sciences | Dr. (Mrs.) E. Joyce Sundandara Priya |  |
| | 9 | Dean of Students Affairs | Dr. B. Prince Solomon |  |
| | 10 | Dean of women Students | Dr. (Mrs.) Florence John |  |
| | 11 | HOD, Social Work | Dr. Miriam Samuel |  |
| | 12 | Asst. Professor Department of Statistics | Mrs. Miriam Kalpana Simon |  |
| One member from Management | 13 | Bursar | Mr. Cyrus Kallapurackal |  |
| One nominee each from Local Society, Students and Alumni | 14 | Alumnus & Local Society | Mr. P.W.C. Davidar, I.A.S (Retd.) |  |
| | | Alumnus | Dr. Alex Pulikottil Indian Oil Corporation | Leave of absence |
| | 15 | Student Representative 1 | Mr. Shanmukha Sai (III MCA) |  |
| | 16 | Student Representative 2 | Mr. A. Samraj (III BCA) |  |
| One nominee each from Employers/ Industrialists/ Stakeholders | 18 | Employer/ Industrialist | Mr. Vignesh paramasivam Assistant Mangaer - HR (Lead Campus Recruitment - Tamil Nadu & Pondicherry), TCS Ltd. | Leave of absence |
| | 19 | Stakeholders | Mr. Sundar Manohar Director General, PDEU Ahmedabad | Leave of absence |
| | 20 | Stakeholders | Dr. C. James, Associate Professor, Department of Physics, Scott Christian College (Autonomous), Nagercoil | Leave of absence |
| One of the Senior teachers as the Coordinator/ Director of the IQAC | 21 | Coordinator, IQAC | Mrs. G. Johanna Johnsi Rani |  |