

**MADRAS CHRISTIAN COLLEGE (Autonomous), CHENNAI – 600 059**

**INTERNAL QUALITY ASSURANCE CELL (MCC-IQAC)**

**MINUTES OF MEETING IV – MARCH 24, 2022**

The Fourth meeting of IQAC – Q4 (March to May 2022) for the Academic Year 2021-2022 was conducted on March 24, 2022, conducted at the Council Room from 11 am – 1.30 am.

The agenda for the meeting was as listed below:

1. Opening Prayer
2. Introduction of Associate Coordinators of IQAC
3. Overview of work done by Dr Ashik Bonofer
4. Presentations by Criterion Heads  
Criterion I – Dr. C. Amirthavalli  
Criterion II – Dr. Ashik Bonofer  
Criterion III – Dr Vijay Solomon  
Criterion IV – Dr. Padmamala  
Criterion V – Dr Obed Jackson  
Criterion VI – Dr Tabitha Durai  
Criterion VII – Dr. Vijayarathay
5. Closing Prayer

The meeting started with a prayer by Dr Tabitha Durai. This was followed by a series of presentations by the Criterion Heads on the data collected and uploaded for AQAR 2020-2021 submission.

The Principal, Dr. P. Wilson, introduced Associate Coordinators of IQAC, Dr. C. Amirthavalli and Dr. Ashik J Bonofer to the members. He also appreciated the efforts, raised questions for clarification, and gave valuable suggestions to improve the entire process. The members gave explanations when needed and also deliberated on the possibilities of improvement in the future with their suggestions. The summary of the criterion-wise discussion is given below.

**Criterion I: Dr. C. Amirthavalli**

Dr C. Amirthavalli presented the *list of approved Course codes*, with due appreciation to the efforts of Dr Ashik Bonofer. She mentioned that will NAAC permitting us to edit the previous AQARs, and the updates must be done in the uploads of last few years too.

She also observed that Internship details were collected from various departments, and the details on Value-added courses were collected from the School of Continuing Education.

**Criterion II: Dr Ashik J. Bonofer**

Dr Ashik Bonofer presented the College data collected for Part A and Part A –Extension of AQAR 2020-2021. He said the whole exercise is to review the meticulously collected data for submission to a Statutory body.

In response to the request that the AQAR submitted by the IQAC could be placed in the forthcoming Governing Body meeting on March 26, 2022.

**Criterion III: Dr R. Vijay Solomon**

Concerning Policies on research, the details were informed to be available with Dean (R&D), Dr T. Robinson. Seed money was nil as it was instituted only in 2021.

**Criterion IV: Dr R, Padmamala**

The discussion on his criterion centred around LMS, the use of Library and e-content development. The aim is to create and increase the use of virtual Libraries in addition to INFLIBNET. LCS (Lecture Capturing System) in GCR to be used effectively.

**Criterion V: Dr Obed Jackson**

Dr Obed presented the details on Criterion V. The discussion focused on scholarships, Placement and Higher education and events conducted in College.

**Criterion VI: Dr Tabitha Durai**

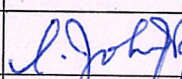
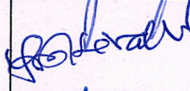
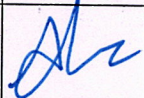
The discussion under this criterion was around Academic Audit, Mentor-Mentee system for students, remedial classes, Learning Analytics and LMS.

**Criterion VII Dr. Vijayasathy & Dr. Vengadachalam**

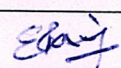
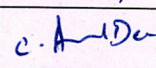
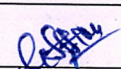
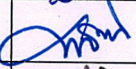
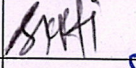
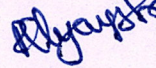
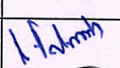
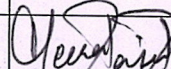
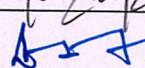
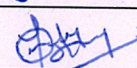
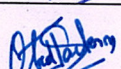
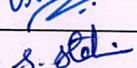
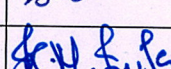
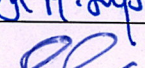
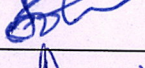
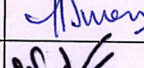
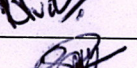
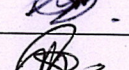
Dr Vijayasathy presented the data collected for its institutional values & best practices along with evidence.

## 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	Leave of absence
	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 R 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

Composition	S. No.	Designation	Name	Signature
One of the Senior teachers as the Coordinator/ Director of the IQAC	21	Coordinator, IQAC	Mrs. G. Johanna Johnsi Rani	
	22	Associate Coordinator, IQAC & Head, Criterion -I	Dr. C. Amirthavalli Assistant Professor Department of Chemistry	
	23	Associate Coordinator, IQAC & Head, Criterion -I	Dr. Ashik J. Bonofer Assistant Professor Department of Political Science	

### Criterion Heads and Team Members

Criterion		Name	Designation	Signature
I. Curricular Aspects	Team Member	Dr. E. Rajkumar	Assistant Professor Dept. of Chemistry	
	Team Member	Dr. Annal Deva Priya Darshini	Assistant Professor Dept. of Mathematics	
	Team Member	Mrs. Shimi	Assistant Professor Dept. of BCA	
II. Teaching-Learning and Evaluation	Team Member	Dr. Wilfred Prasanna	Assistant Professor, Dept. of Physics (SFS)	
	Team Member	Mr. Kiran Raghul Raj	Temp. Asst. Professor Dept. of Pol. Science	
III. Research, Innovation and Extension	Head	Dr. R. Vijay Solomon	Assistant Professor Dept. of Chemistry	
IV. Infrastructure and Learning resources	Team Member	Dr. R. Padmamala	Assistant Professor Dept. of BCA	
	Team Member	Dr. Meera Rajeev Kumar	Assistant Professor Dept. of Pub. Admin.	
	Team Member	Dr. Ganesan	Assistant Professor Dept. of BBA	
	Team Member	Dr. Persis Glory	Assistant Professor Dept. of BCA	
V. Student support and Progression	Head	Dr. Obed Jackson. R	Assistant Professor Dept. of Geo. Tour. & Travel Mgt.	
	Team Member	Dr. Stelin Peter	Assistant Professor Dept. of Mathematics	
	Team Member	Dr. Freny Joy	Assistant Professor Dept. of Physics (SFS)	
	Team Member	Mr.. John Jeba Jayasingh	Assistant Professor Dept. of English(Aided)	
VI. Governance, Leadership and Management	Head	Dr. Tabitha Durai	Assistant Professor Dept. of Commerce	
	Team Member	Dr. Vidya	Assistant Professor Dept. of Pol. Science	
	Team Member	Mr. Adarsh Vijay	Assistant Professor Dept. of Pol. Science	
VII. Institutional Values and Best Practices	Head	Dr. Vijaya Sarathi	Assistant Professor Dept. of Philosophy	
	Team Member	Dr. K. Vengadachalam	Assistant Professor Dept. of Philosophy	