

## Arignar Anna Government Arts and Science College Karaikal-609605

(Affiliated to Pondicherry University)



# INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### **IQAC Meeting Minutes**

Venue: Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal

Date:28.06.2019 at 03:30 pm

Agenda:

- 1. Plan of action for the academic year 2019-20.
- 2. To arrange the Induction programme for newly admitted students.
- 3. Plan for Meeting with the HODs and faculty members.
- 4. To prepare the AAA reports

IQAC Meeting has been conducted at 03:30 pm in the Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal. The minutes of the meeting are as follows:

- 1. The Principal has chaired the meeting and welcomed all the Committee membersand briefly explained the agenda of the meeting.
- 2. The Principal has introduced the vision and mission of the institution as well as the strategic plan. He has given an overview of the Planning and actions taken for all the activities in the last academic year and appreciated to the IQAC Committee then.
- 3. The Coordinator has given a brief overview of all the activities to be conducted by the college throughout the year.
- 4. It is proposed to conduct the Induction programme for newly admitted students.
- 5. It is proposed to conduct the meeting with all the Head of the Departments and faculty members regarding the preparation of Department activities registers/files.
- 6. It is also proposed to instruct all the Departments to prepare the Academic and Administrative Audits (AAA) report for the previous academic year and submit to IQAC for Audits.

The meeting has been completed with all the above points.

Members present in the meeting

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605



### Arignar Anna Government Arts and Science College Karaikal-609605



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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## Action Taken for Implementation and Outcomes of First Meeting of IQAC on 28.06.2019 for the Academic year 2019-20

- > Plan of action on various aspects for the current academic year 2019-20 had been discussed thoroughly and finalized.
- > The induction programme has been conducted for newly admitted students.
- > The meeting with all the HODs and faculty members has been conducted regarding the preparation of Departmental activities registers/files.
- All the Departments had maintained the Department activity registers/files.
- > All the Departments have maintained the Academic and Administrative Audits report for the previous academic year and submitted to the IQAC for further process.

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605



## GOVERNMENT OF PUDUCHERRY **Arignar Anna Government Arts and Science College**

Karaikal-609605 (Affiliated to Pondicherry University)



## INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### **IQAC Meeting Minutes**

Venue: Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal

Date: 26.09.2019 at 11:30 am

Agenda:

- 1. To conduct tree plantation drive,
- 2. Swatch Bharat Abhiyan / Campus cleaning programmes,
- 3. To conduct awareness programmes etc

IQAC Meeting has been conducted at 11:30 am in the Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal. The minutes of the meeting are as follows:

- The Principal has chaired the meeting and welcomed all the Committee members and briefly explained the agenda of the meeting.
- 2. It is proposed to conduct the tree plantation drive for making the campus as a green campus.
- 3. In the meeting it has decided to conduct the awareness programmes under Swatch Bharat Abhiyan mission for making the campus as a tidy one and plastic free campus.
- 4. It is decided to conduct various awareness programmes related to socio- economic and political issues for the students.

The meeting has been completed with all the above points.

Members present in the meeting

PRINCIPAL ARIGNAR ANNA GOVT. ARTS AND SCIENCE COLLEGE THALATHERU, KARAIKAL - 609605 -

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# GOVERNMENT OF PUDUCHERRY Arignar Anna Government Arts and Science College

Karaikal-609605



ARIGNAR ANNA GOVT. ARTS AND SCIENCE COLLEGE THALATHERU, KARAIKAL - 602682

(Affiliated to Pondicherry University)

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## Action Taken for Implementation and Outcomes of Second Meeting of IQAC on 26.09.2019 for the Academic year 2019-20

- 1. To make campus green and clean, tree plantation campaign has been organizing by the Institute with the help of NCC cadets and NSS volunteers on the regular basis. 15 saplings have been planted with the students and faculty members.
- 2. The institution is organizing regularly the Blood Donation Camp with the help of Government General Hospital, other medical Institutes and various organizations of Karaikal. It helps to motivate the staff and students towards their social and moral responsibilities. A blood donation rally has been organized with Offaculty members and 81 students have been participated in the Blood Donation camp.
- 3. To make the beach plastic free, Beach cleaning programmes have been organized by Indian Coast Guard, Karaikal, Department of Science, Technology & Environment, Karaikal and District Administration, Karaikal. All the Department students have been participated in the campaign in association with NCC and NSS unit of the College.
- 4. To increase the awareness and importance of Eye Donation, the rally has been organized by Rotary Club and District Administration of Karaikal with the help of College students.
- 5. Walkathon under Fit India Movement campaign has been organized by District Administration, Karaikal and Gas Autority of India Limited (GAIL). Many students have been participated in the campaign.

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Action Taken for Implementation and Outcomes of Third Meeting of IQAC on 05.11.2019 for the Academic year 2019-20

- Department of Physics has organized "A State Level Intercollegiate Meet" and "National workshop on Advanced Materials for Energy Conversion and storage" in the occasion of Science Day Celebration. Various other programmes like 'Poster Presentation, Invited Talks, Scientific Rangolis, Paper presentation etc also have been organized.
- Students have participated in various games and Cultural activities in "Puducherry Sports, Games and Cultural Meet 2020". Students have also participated in various programmes organized by the Institution.

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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### **IQAC Meeting Minutes**

Venue: Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal

Date: 05.11.2019 at 02:30 pm

Agenda:

1. Conduct of workshops/ seminars

2. Students' participation in sports and cultural activities

IQAC Meeting has been conducted at 02:30 pm in the Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal. The minutes of the meeting are as follows:

- 1. The principal has suggested all the Departments to conduct conferences/seminars / workshops in the college for the betterment of the students, faculty members and the Institute. All the support from the Institution will be provided.
- 2. It is decided to encourage and support the students for participating in the various cultural and sports activities in the state /National /International levels.

The meeting has been completed with all the above points.

Members present in the meeting

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ARIGNAR ANNA GOVT. ARTS AND SCIENCE COLLEGE THALATHERU, KARAIKAL - 609605

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605



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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### **IQAC Meeting Minutes**

Venue: Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal

Date: 18.03.2020 at 03:00 pm

Agenda:

1. Conduct of online classes for prevention from Covid-19.

2. Awareness for Covid-19.

IQAC Meeting has been conducted at 03:00 pm in the Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal. The minutes of the meeting are as follows:

- 1. Principal explained the seriousness of the pandemic situation and how to impart knowledge to the students in the crisis situation of covid-19.
- 2. As per the instructions from Directorate of Higher and Technical Education, Puducherry, it has been decided to conduct online classes for UG and PG students and all the departments were instructed to make online class arrangements and to keep all the academic reports in the department in a proper manner.
- 3. It has been decided to organize various awareness programmes for the prevention and spread of covid-19 under the guidelines from Higher authorizes.

The meeting has been completed with all the above points.

Members present in the meeting

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THALATHERU, KARAIKAL - 609605

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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

# Action Taken for Implementation and Outcomes of Fourth Meeting of IQAC on 18.03.2020 for the Academic year 2019-20

- The faculty members have prepared PPTs, notes pdfs etc for online classes. The faculty members are advised to share the study material through email, WhatsApp, Google Classrooms.
- The pamphlets & information brochures prepared by Central Govt and Puducherry Govt have been forwarded and explained to students to provide them proper information.
- Awareness programmes of covid-19 were arranged for students and faculty in the campus.
   Resource persons from health department and eminent doctors from reputed institutes have shared the information and have given instructions to reduce and how to control the spread of covid -19.
- Nehru Yuva Kendra, Red Ribbon Club and NSS unit of our college have jointly organized the awareness programme on Corona virus and environmental issues. The students have distributed the corona awareness pamphlets in local community.

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THALATHERU, KARAIKAL - 509605

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605



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Karaikal-609605



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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

#### **IQAC Meeting Minutes**

Venue: Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal

Date: 01.06.2020 at 11:00 am

#### Agenda:

- 1. Students' feedback on CBCS course content.
- 2. Feedback from all the stockholders.
- 3. Feedback to online education system from the Departments

IQAC Meeting has been conducted at 11:00 am in the Principal Chamber, Arignar Anna Govt. Arts & Science College Karaikal. The minutes of the meeting are as follows:

- 1. It has been decided to collect the feedback forms from the students on CBCS course content.
- 2. It has been decided to collect the feedback forms from the alumni and parents.
- 3. It has been decided to collect the feedback from all the departments regarding the online education system.
- 4. As the University Examinations will be conducted through online mode, practice tests will be given to the students. Remedial classes will be provided to the academically poor students through online mode.

The meeting has been completed with all the above points.

Members present in the meeting

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605

Phone: 04368-230431, 231743, Fax: 04368-231743, email: iqacaagackkl@gmail.com

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THALATHERU, KARAIKAL - 609605



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# INTERNAL QUALITY ASSURANCE CELL (IQAC)

# Action Taken for Implementation and Outcomes of Fifth Meeting of IQAC on 01.06.2020 for the Academic year 2019-20

- The format for students' feedback on the CBCS course content has been created and collected from students through the Departments.
- The feedback forms from the students, alumni and parents had been collected.
- The feedback to online education system has been collected through the Departments and forwarded to DHTE for further action.
- Practice tests have been done for the students in view of the upcoming University Online Examinations.

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Address: NEHRU NAGAR, KARAIKAL (UT OF PUDUCHERRY) - 609 605