

IQAC Executive Committee Meeting

Minutes of the Meeting

Date: 08.10.2020

Time: 11:00AM

Venue: Google Meet joining info

Video call link: <https://meet.google.com/rff-htrm-kpu>

Agenda

1. Regular classes for the second and third year UG students and final year PG students.
2. Online exams for the 2019-2020 final year UG & PG students.
3. Conference / Seminar Publications.
4. Conduct of FDPs, conferences, seminars in offline mode from November onwards.
5. Others.

Members present

1. **Prof. Dr. Ajeet Kumar Lal Mohan**
Dept.of Catering Science and Hotel Management
Secretary,AJK College of Arts and Science
2. **Dr. B. Sampath Kumar**
Educationalist, AJK Educational Institutions, Coimbatore
3. **Dr. B. Satheesh Kumar**
Principal, AJK College of Arts and Science
4. **Ms. Sujitha Amalin Nancy**
Assistant Professor, Computer Science
5. **Dr. K. Vijila M.Sc., (Agri)**
Professor – Agricultural Microbiology, Tamil Nadu Agricultural University, Coimbatore.
6. **Thiru. JayaKumar Ramdass**
Managing Director, Mahendra Submersible Pumps (P) Ltd.,
Vice Presidet, Coimbatore Management Association,
7. **Mr. A. JeyaChandran**
Corporate Consultant, Taj Group of Hotels, Chennai
8. **Thiru. Nanjil Nadan**
Sahithya Academic Winner and Social Worker
9. **Ms. Bindu Ajeet**
Associate Professor, Dept.of Catering Science and Hotel Management
10. **Dr.S.Umamaheswari**
Assistant Professor & HoD, Department of Management studies
11. **Dr.M.Jasmine Priya**
Assistant Professor & HoD, Department of Language

12. Dr. Priyanka Jayaraj

Assistant Professor & HoD, Department of COMMERCE CA & MCOM

13. Mr. Kaja Hussain, Entrepreneur

14. Mr. Justus Daniel, II BBA CA

15. Ms. C. JayaPriya, HR Executive

16. Ms.M. Renupriya, System Administrator

Minutes:


1. Dr. B. Satheesh Kumar, Chairperson-IQAC & Principal, AJKCAS welcomed the EC members.
2. Ms. Sujitha Amalin Nancy, Coordinator-IQAC presented the Activities conducted from June 2020 to the members.
3. The Principal informed members about starting of new Programs mentioned below
 - ✦ B. Sc Digital and Cyber Forensic Science
 - ✦ B.Sc Artificial Intelligence and Machine Learning.
 - ✦ B.Sc Computer Science with Data Analytics.
4. Ms. Sujitha Amalin Nancy, Coordinator-IQAC informed the members that the following initiatives were taken for the academic year 2020-2021
 - 4.1. Starting new diploma courses offered by the Bharathiar University
 - ✦ Diploma in Data Analytic
 - ✦ Diploma in Journalism
 - ✦ Diploma in Aviation Management
 - ✦ Diploma in Animation and Multimedia
 - 4.2. Initiated 9 new certificate and diploma courses offered by NCVRT.
 - 4.3. Initiated online classes & internal assessment through LMS for the students during COVID 19 lockdown.
5. Dr. K. Vijila appreciated the Management & the Principal for conducting online Continuous Internal Assessment through the LMS.
6. Thiru. Nanjil Nadan appreciated the Principal for conducting online classes regularly during lockdown period.
7. Dr. K. Vijila applauded for excellent placement record of 926 offer letters.
8. The Secretary suggested the Principal to initiate certificate courses for newly started programs also.
9. The Secretary also emphasised to conduct online classes without break for the students during the lock down.
10. The Principal informed the members that from November onwards department activities will be conducted offline.
11. The Principal suggested that the faculty members should be encouraged to attend conferences, seminars and publish paper in UGC CARE listed journals.

AJK COLLEGE OF ARTS AND SCIENCE
Navakkarai, Coimbatore - 041 105.

IQAC

Co-Ordinator




Dr. B. Satheeshkumar
Principal & IQAC Chairperson



Affiliated to Bharathiar University, Coimbatore
Approved by Govt. of Tamilnadu
Recognized by UGC, New Delhi under section 2(f) and 12(B)

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ACTION TAKEN REPORT

for the IQAC Executive Committee Meeting (20-21) held on 08.10.2020

S. NO.	SUGGESTIONS	STATUS
1	Organise workshops, seminars and conferences in offline mode	33 Seminars, workshops and conferences have been organised. Many are in the pipeline.
2	Add on certificate & diploma courses	<ul style="list-style-type: none">• CodeRed Certificate courses were introduced for the Digital and Cyber Forensic Science department students.• 42 students registered for certificate and diploma courses offered by Bharathiar University.• 182 students registered for certificate and diploma courses offered by NCVRT• 805 students registered for the certificate and value added courses offered by the college
3	Faculty members may be encouraged to present more papers in Conferences.	All faculty were advised to publish paper in web of science, Scopus indexed journals. 33 faculty members published papers in the UGC care list journals.
4	To organise more research related seminars, conferences and workshops.	7 research, IPR and entrepreneurship related activities organized by the departments

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IQAC Executive Committee Meeting

Minutes of the Meeting

Date: 08.01.2021

Time: 02:00PM

Venue: Google Meet joining info

Video call link: <https://meet.google.com/vmh-ophr-yqu>

Agenda:

1. Journal publications.
2. MoUs.
3. Internship
4. Any other matters

Members present

1. **Prof. Dr. Ajeet Kumar Lal Mohan**
Dept.of Catering Science and Hotel Management
Secretary,AJK College of Arts and Science
2. **Dr. B. Sampath Kumar**
Educationalist, AJK Educational Institutions, Coimbatore
3. **Dr. B. Satheesh Kumar**
Principal, AJK College of Arts and Science
4. **Ms. Sujitha Amalin Nancy**
Assistant Professor, Computer Science
5. **Dr. K. Vijila**
Professor – Agricultural Microbiology, Tamil Nadu Agricultural University, Coimbatore.
6. **Thiru. JayaKumar Ramdass**
Managing Director,Mahendra Submersible Pumps (P) Ltd.,
Vice Presidet, Coimbatore Management Association,
7. **Mr. A. JeyaChandran**
Corporate Consultant,Taj Group of Hotels, Chennai
8. **Thiru. Nanjil Nadan**
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11. **Dr.M.Jasmine Priya**
Assistant Professor & HoD, Department of Language

12. **Dr. Priyanka Jayaraj**

Assistant Professor & HoD, Department of COMMERCE CA & MCOM

13. **Mr. Kaja Hussain**, Entrepreneur

14. **Mr. Justus Daniel**, II BBA CA

15. **Ms. C. JayaPriya**, HR Executive

16. **Ms.M. Renupriya**, System Administrator

Minutes:

1. Dr. B. Satheesh Kumar, Chairperson-IQAC & Principal, AJKCAS welcomed the EC members.
2. Ms. Sujitha Amalin Nancy highlighted the following initiatives of the institution taken during 2020-2021 Odd Semester:
 - ✚ National Cadet Corps (NCC)
 - ✚ Cyber Forensic Club
 - ✚ AI Club
3. Dr. K. Vijila appreciated the college for having conducted more number of certificate /Diploma courses. She said that it is a good initiative for more career opportunities by nurturing the potential of students.
4. Mr. A. Jeyachandran said that the college needs to arrange department activities in the areas of IPR, entrepreneurship and research methodology.
5. Mr. A. Jeyachandran congratulated the Institution for securing 100 % result in the university exams with 10 rank holders. He also congratulated visual communication and electronics & communication systems departments for securing first rank.
6. Dr. B. Satheesh Kumar, Principal informed the members that the faculty members have to be encouraged to publish the research papers in Web of science , Scopus , SCI indexed journals
7. The Secretary suggested to increase the physical education department activities.

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Co-Ordinator



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Principal & IQAC Chairperson



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ACTION TAKEN REPORT

for the IQAC Executive Committee Meeting (20-21) held on 08.01.2021

S. NO.	SUGGESTIONS	STATUS
1	Faculty members have to publish papers in Scopus, web of science and SCI journals, books and book chapters.	41 faculty members published papers in Scopus ,web of science and UGC care list journals
2	Internship	330 Number of students went internship & project in various reputed companies
3	MoU	35 MoUs were signed . All the departments were encouraged to sign more MoUs.
4	To increase the physical education activities.	Physical Director was informed to conduct more sports activities and make students participate in inter collegiate activities. Due to COVID 19 pandemic condition, only a few activities were conducted.

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Dr. B. SATHEESH KUMAR
PRINCIPAL
AJK College of Arts & Science
Navakkarai, Coimbatore - 641 105

IQAC Executive Committee Meeting

Minutes of the Meeting


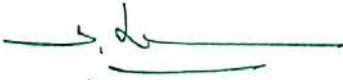
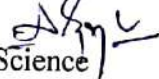



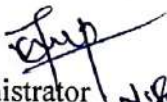
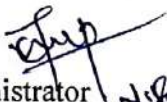

Date & Time: 22.03.2021, 02:00PM

Venue: Board Room

Agenda:

1. Placement training
2. Extra-curricular and co-curricular activities
3. IIC & EDC activities
4. Internal and External audits

Members present

1. **Prof. Dr. Ajeet Kumar Lal Mohan**
Dept. of Catering Science and Hotel Management
Secretary, AJK College of Arts and Science 
2. **Dr. B. Sampath Kumar**
Educationist, AJK Educational Institutions, Coimbatore
3. **Dr. B. Satheesh Kumar**
Principal, AJK College of Arts and Science 
4. **Ms. Sujitha Amalin Nancy**
Assistant Professor, Computer Science 
5. **Dr. K. Vijila M.Sc., (Agri)**
Professor – Agricultural Microbiology, Tamil Nadu Agricultural University, Coimbatore.
6. **Thiru. JayaKumar Ramdass**
Managing Director, Mahendra Submersible Pumps (P) Ltd.,
Vice President, Coimbatore Management Association,
7. **Mr. A. Jeya Chandran**
Corporate Consultant, Taj Group of Hotels, Chennai
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9. **Ms. Bindu Ajeet**
Associate Professor, Dept. of Catering Science and Hotel Management 
10. **Dr. S. Umamaheswari**
Assistant Professor & HoD, Department of Management studies 
11. **Dr. M. Jasmine Priya**
Assistant Professor & HoD, Department of Language 
12. **Dr. Priyanka Jayaraj**
Assistant Professor & HoD, Department of Commerce CA & Mcom
13. **Mr. Kaja Hussain**, Entrepreneur
14. **Mr. Justus Daniel**, II BBA CA 
15. **Ms. C. Jaya Priya**, HR Executive 
16. **Ms. M. Renupriya**, System Administrator 

Minutes:

1. Dr. B. Satheesh Kumar, IQAC Chairperson & Principal welcomed the IQAC-EC members.
2. Mrs.A.Sujitha Amalin Nancy, IQAC Coordinator presented the activities conducted from June 2020 to the members.
3. Dr.B.Sampathkumar congratulated the institution for arranging more number of activities
4. Dr.B.Sampathkumar said that incubation and innovation activities should be encouraged at staff and student levels and ED cell activities have to be strengthened.
5. Mr. A. Jeyachandran informed to give placement training. He congratulated the NSS team for organising many programmes in the pandemic period.
6. Dr. B. Satheesh Kumar, Principal informed that audits and follow up audits were conducted.
7. Dr. B. Satheesh Kumar, Principal informed that due to pandemic period extra-curricular and co-curricular activities could not be organized.
8. Mr. A. Jeyachandran advised to conduct Extra-curricular and co-curricular activities once the lock down is lifted by the state government

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Dr. B. Satheeshkumar
Principal & IQAC Chairperson
PRINCIPAL
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ACTION TAKEN REPORT

for the IQAC Executive Committee Meeting (2020-2021) held on 22.03.2021

S. NO.	SUGGESTIONS	STATUS
1	Placement Training	Career Counselling and soft skill training were given to the students. 19 companies visited the college and 754 offer letters were given to the 298 registered students.
2	IIC & EDC	14 IIC activities and 4 EDC activities were conducted. Each department also conducted ED activities
3	Extra-curricular and co-curricular activities.	Due to lockdown announced by the government Extra-curricular and co-curricular activities could not be initiated during this period

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Dr. B. Satheeshkumar
Principal & IQAC Chairperson

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IQAC Executive Committee Meeting

Minutes of the Meeting

Date & Time: 19.05.2021, 02:00 PM

Venue: Virtual Meet on Google

Meeting Link: <https://meet.google.com/iqe-nzbe-bsv>

Agenda:

1. Action Plan for the academic year 2021-2022.
2. Suggestion of new practices in the activities and quality assessment measures.
3. Any other matter.

Members present:

1. **Prof.Dr.Ajeet Kumar Lal Mohan**
Dept. of Catering Science and Hotel Management,
Secretary, AJK College of Arts and Science, Coimbatore
2. **Dr. B. Sampath Kumar**
Educationalist, AJK Educational Institutions, Coimbatore
3. **Dr. B. Satheesh Kumar**
Principal,
AJK College of Arts and Science, Coimbatore
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Professor – Agricultural Microbiology,
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13. **Mr. Kaja Hussain**, Entrepreneur
14. **Mr. Justus Daniel**, II BBA CA, AJK College of Arts and Science
15. **Ms. C. JayaPriya**, HR Executive, AJK College of Arts and Science

16. Ms.M. Renupriya, System Administrator, AJK College of Arts and Science

Meeting Minutes:

1. Dr.B.SatheeshKumar, Principal & IQAC Chairperson welcomed the IQAC executive committee members.
2. Mrs.SujithaAmalin Nancy, IQAC Coordinator presented the list of conducted activities from June 2020 to the members.
3. **The Principal informed the members of the following action plan:**
 - Starting of new Program M.Sc. Cyber Security
 - Permanent approval from the Bharathiar University of the following Programs:
 1. B.Sc. Biotechnology
 2. B.Com. Banking & Insurance
4. The Secretary suggested that to offer more NCVRT courses in the coming academic year.
5. Dr.K.Vijila suggested that department level activities be improved for the coming academic year. She also informed members that the IIC will be launching a lot of new innovation and entrepreneurial development initiatives.
6. Dr.B.Sampath kumar emphasised the need of increasing the exam pass percentage and aim for more University ranks.
7. Mr.A.Jeyachandran applauded the department on successfully completely a significant number of departmental activities in the academic year 2020-21. He suggested that a high number of IIC & ED activities be carried out.
8. Dr.B.Satheesh Kumar said that, 754 offer letters were issued for the students in the academic year 2020-21.
9. From the academic year 2021-22, the Secretary recommended to frame SOPs for conferences, seminars and workshops.

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A handwritten signature in green ink, appearing to be "Dr. B. Satheeshkumar".

Dr. B. Satheeshkumar
Principal & IQAC Chairperson
PRINCIPAL
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ACTION TAKEN REPORT
for the IQAC Executive Committee Meeting (2020-2021) held on
19.05.2021

S. NO.	SUGGESTIONS	STATUS
1	To offer NCVRT courses	Introduced 9 new NCVRT courses
2	Incubation and innovation activities should be encouraged. ED cell activities have to be strengthened	Encouraged students to submit proposal on innovative ideas. Initiatives were taken for ED activities.
3	Improve the pass percentage and aim for more University ranks.	Faculty members were instructed to motivate student to attend classes regularly and motivating advanced learners to achieve rankings in exams
4	Framing SOP for conferences, seminars and workshops	A Publication Board review Committee was set up to conduct conferences, workshops and seminars and SOPs were framed.

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