

COMPOSITION OF IQAC**Chairperson**

Principal	Dr.S.Sandhya Menon principalcmscsc@gmail.com
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Co-Ordinator

IQAC Co-Ordinator	Dr. V. Chitra, Assistant Professor cmscbeiqac@gmail.com
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Management Member

Management Representative	Mr.M.P.Nandhakumar
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External Members

Academic Representative	Dr. R.Thangavel Principal Sri Ramakrishna Mission Vidyalaya College of Arts and Science Coimbatore
Industrial Representative	Ms. Dhivya.V HR - Team Lead Focus Edumatics Pvt. Ltd., Coimbatore
Alumni	Dr. R.Rupa Head, Dept of Commerce Kumaraguru College of Liberal arts and Science, Coimbatore

Administrative Members

Administration	Dr.V.Sujatha
Lab Administrator	Mr.Navaneetha Krishnan

**ATTESTED**

X *H. Balakrishnan*
Dr. H. Balakrishnan
 Principal

Internal Members

School of Biological Sciences	Dr.V.Geetha
School of Biological Sciences	Ms.M.Sathya
School of Biological Sciences	Ms.S.Priscilla Helen
Dept. of Commerce (CA)	Ms.M.Esther Jansi
Dept.of Commerce (PA & AF)	Dr.K.Suganya
Dept.of Commerce (UG)	Dr.Krithika
Dept.of Commerce (PG)	Dr.Punitha
Dept.of Computer Applications	Ms.S.Josephine Stella
Dept.of Computer Science	Ms.R.Sunitha
Dept.of CS & HM	Mr.P.Selvamani
Dept.of Electronics	Mr.K.Solai Vijayan
Dept.of English	Mrs. B. Devarani
Dept.of Information Technology	Ms. Rose Margaret
Dept.of Languages	Dr.M.Leelaveni
Dept.of Management	Dr.S.Sumathi
Dept.of Mathematics	Dr.S.Umamaheswari
Dept.of Physical Education	Dr.M.Angel Robert
Dept.of Social Work	Ms. A.Jayapadma
Students	Members of Students Union Council

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X *H. Balakrishnan*

Dr. H. Balakrishnan
Principal
CMS College of Science and Commerce
Chinnavedampatti, Coimbatore - 641 049.

Date: 12/6/18

Time: 10.00 Venue: Conference Hall

Chairman: Dr. S. Sankhya Menon - Principal

Convenor: Dr. V. Chiba. RASAC - Co-ordinating

AGENDA:

1. Semester Plan

→ Online course

→ E-learning course

→ Updation of NMAC documents

→ Plan to conduct an International Seminar at Malaysia.

→ Minutes of previous meetings were taken for discussion.

Members Present:

1. Ms. Stella [CS]

2. Ms. Priscilla [BS]

3. Dr. M.S. Baby [Com]

4. Ms. Esther Jais []

5. Ms. Sakya [BS]

6. Ms. A. Jayapadma [MSW]

7. Dr. P. Sugany

8. Mr. V. Gopinath (CIT)

[Signature]
Ms. Baby

[Signature]
Ms. Sakya
[Signature]
Dr. P. Sugany
[Signature]
Mr. V. Gopinath

Minutes.

Minutes of the meeting prepared for the year 2012-18



Reports submitted by auditee

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[Signature]
2012-18

→ online classes, Department have been instructed to create the same

→ Co-ordinators have been instructed to review the documents

→ Discussed about Malaysia seminar & motivated the co-ordinators to work on paper for Malaysia

→ Co-ordinators were instructed to update all criteria files and documents for NANC visit.

→ Discussion regarding Subjects for Swayam course.

→ Discussion regarding plan of activities for odd sem 2016.

⇒ Co-ordinators were explained about the proposed activities to be conducted in the current sem.



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J. Balakrishna

Date: 31/8/18

Time

Venue

Page No. _____
Date _____
Confidential

Chairman : Dr. S. Sandhyakumari - Principal
Convener : Dr. V. Chitra - JSSC Coordinator

Agenda:

- Peer-learn visit.
- updation of files.
- Discussion on PPT for NACC
- Audit Plan for ODD 2018.

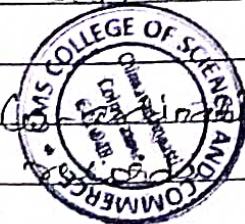
Members Present:

1. Ms. Padma [MSW]
2. Dr. P. Suganya [com]
3. Dr. Geetha [Bioscience]
4. Ms. Stella [CT]
5. Mr. Karibaze - (Maths)
6. Mr. Pongurimala (ENG)
7. Mr. V. Gopirath (PE)
8. Ms. Precilla (Bio)
9. Dr. Sumathi (Ngt)
10. Mr. Selva

[Signatures of members present]

Minutes

1. Modification were suggested for PPT present



2. were insisted to update and documents with recent

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Discussion of tentative Audit Schedule

4. Discussion about NAAC Visit.

31/08/18



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H. Balaji



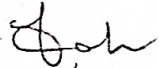
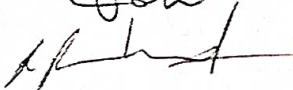
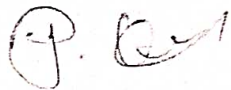
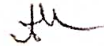
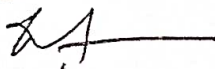
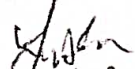
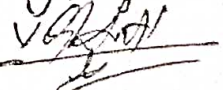
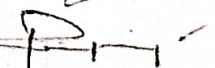
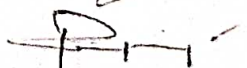
IQAC

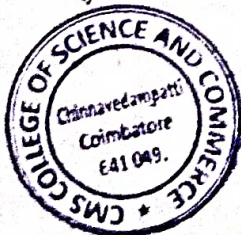
MINUTES OF THE MEETING

28.11.2018

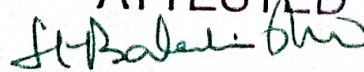
The meeting was conducted at 11.30 am @ IQAC cell. The data required for submission of AQAR for the academic year 2017-18 was discussed and finalized that all required data will be submitted in the IQAC meeting on 04.12.2018 and the final consolidation will be carried out from 05.12.2018.

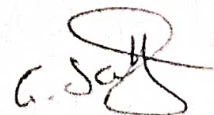
The meeting was attended by

<u>Name</u>	<u>Dept/School</u>	<u>Signature</u>
1. Dr. S. Senthil	Management	
2. S. Josephine Hella	CA	
3. M. Esther Jansi	Commerce	M. E. J.
4. S. Priscilla	Biosciences/ Biotechnology	Priscilla
5. G. M. Anusha	Electronics	
6. R. Prasanth	Catering	
7. P. Karibon	Maths	
8. A. JAYAPATHA	NSW	
9. Rose Margaret	IT	
10. R. SUNITHA	CS	
11. V. GOPINATH	DHS	
12. Dr. M. Leelaveni	Languages	
13. R. Pargun Malac	English	



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CMS COLLEGE OF SCIENCE AND COMMERCE (AUTONOMOUS)

COIMBATORE - 641 049

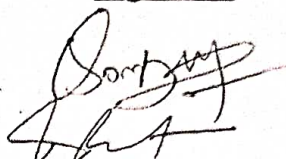
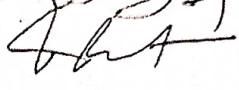


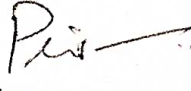
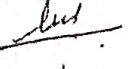
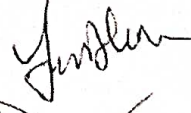
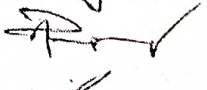
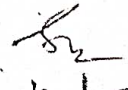

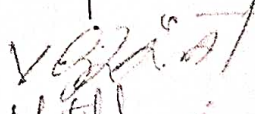
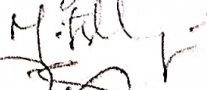
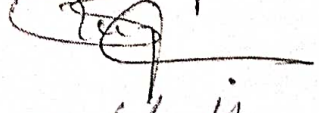
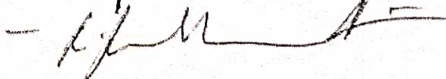
INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

22.02.2019

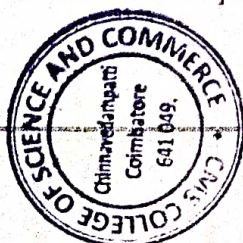
The IQAC Coordinators meeting was conducted at 11.30 am @ IQAC cell.

The following members of IQAC attended the meeting.

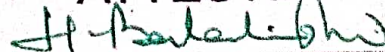
<u>Name</u>	<u>Dept/School</u>	<u>Signature</u>
1. S JOSEPHINE STELA	CA	
2. M-ROSE MARAKKUT	IT	
3. Dr. S Sumathi	Management	
4. A. JAYA PADMA	NTSW	
5. S. PRISCILLA	SBS, Biotech	
6. DR. M. Leela Devi	Languages	
7. R. SUNITHA	CS	
8. R. PANGUNINALAR	English	
9. S. UMA MAHESWARI	MATHEMATICS	
10. K. SOLAI VISAYAN	ELECTRONICS	
11. VI COOPINATHAN	PHY-EDU	
12. M-ESTHER JANSI	COMMERCE	
13. Dr. P. SUGANYA	PG - Commerce	
14. R. Prasanth	Catering	

The following points were discussed in the meeting.

1. The details of completed internal audit for the odd semester 2018-19.



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2. All were appreciated for the timely submission of AQAR for the academic year 2017-18.
3. Slight Modification of formats for the various feedbacks finalized and it is decided to use the feedbacks from this semester.
4. IQAC Details to be uploaded in web site is discussed. The members took responsibilities to provide details for the web site.



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H. Babulidhar *G. J. S.*

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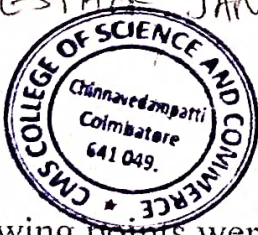
INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

12.03.2019

The IQAC meeting was conducted at 11.50 am @ IQAC cell. The following members of IQAC attended the meeting.

<u>Name</u>	<u>Dept/School</u>	<u>Signature</u>
1. Rose Margaret	IT	[Signature]
2. Dr. S. UMA MAHESWARI	MATHEMATICS	[Signature]
3. S. PRISCILLA	SBS	Priscilla
4. Dr. R. Panguai Malar	English	[Signature]
5. Dr. P. Suganya	Commerce	[Signature]
6. Dr. M. LEE LA VENI	Dept of Languages - Tamil	[Signature]
7. R. SUNITHA	Dept. of CS	[Signature]
8. A. JAYAPADMA	MSW	[Signature]
9. Dr. S. Sumathi	Mg /	12/3/19
10. K. Solai Vijayan	Electronics	[Signature]
11. R. Prasanth	Catering	[Signature]
12. S. JOSEPHINE STELLA	CA	[Signature]
13. M. Sathya	SBS	[Signature]
14. M. ESTHER JANCI	Commerce	[Signature]

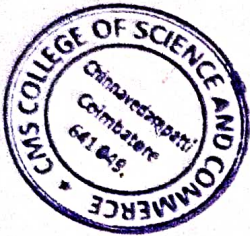


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The following points were discussed in the meeting.

1. Suggestions are invited from IQAC coordinators for web site updation.
2. Details regarding Best Practices in NAAC format are to be uploaded in the website & in accordance with the vision of the college.
3. A write up about procedures and policies adopted is to be uploaded.
4. Discussed about the seminar on Outcome based education and Bloom's Taxonomy on 14th March, 2019.
5. IQAC coordinators are divided in to 8 teams to finalize format to collect data from the departments on the 7 criterias.
6. Details of activities of various cells of the college are to be collected within a week.



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CMS COLLEGE OF SCIENCE AND COMMERCE (AUTONOMOUS)



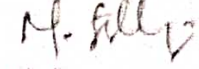



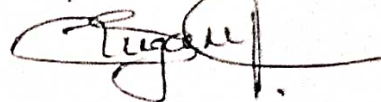
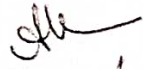



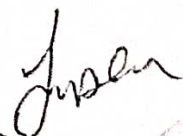
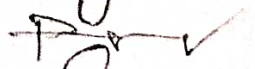
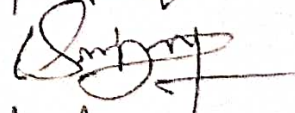

COIMBATORE - 641 049

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

05.04.2019

The IQAC meeting was conducted at 02.30 pm @ IQAC cell. The following members of IQAC attended the meeting.

<u>Name</u>	<u>Dept/School</u>	<u>Signature</u>
1. M. ROSE MARGARET	IT	
2. Dr. S. Samdhi	Management	
3. M. ESTHER JANST	COMMERCE	
4. Dr. V. Keelke	SBS	
5. Dr. S. UMA MAHESWARI	Mathematics	
6. S. PRISCILLA	SBS	
7. Dr. P. Suganya	Commerce	
8. Dr. JAYAPADMA	MSW	
9. R. Prasanth	Catering	
10. M. Sanyu	SBS	
11. Dr. M. LEEA VENT	Languages	
12. R. SUNITHA	CS	
13. R. PANGUNIMALAR	ENGLISH	
14. S. JOSEPHINE STELIA	CA	
15. K. S. JAYAN	ELECTRONICS	



The following points were discussed in the meeting.

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1. All IQAC members were appreciated for the good co-ordination during the conduction of seminar.
2. The Internal audit schedule is discussed and the audit observation forms and details of data to be collected are noted by the auditors.
3. The auditors are instructed to adhere to the audit schedule.
4. The audits are asked to submit the report by 30.04.2019.



ATTESTED

H. B. S. S. S.

G. S. S.

CMS COLLEGE OF SCIENCE & COMMERCE (AUTONOMOUS)
INTERNAL QUALITY ASSURANCE CELL
ACADEMIC YEAR 2018-19
ACTION TAKEN REPORT

S. No.	DATE	MINUTES	ACTION TAKEN	REMARKS
1.	12.06.2018	Updation of NAAC documents Swayam courses Online Courses International seminar	All files updated Subjects for Swayam courses finalized Planned activities for 2018-19 odd semester	Completed
2.	31.08.2018	Peer Team Visit Updation of files NAAC Presentation PPT Audit Plan for Odd Semester 2018-19	Updated files and discussed about PPT Presentation of IQAC to NAAC peer team The Internal audit was scheduled during Dec 2018.	Completed
3.	28.11.2018	Data required for the preparation of AQAR for the academic year 2017-18	The formats were sent to all depts for data collection. The data were collected and consolidated from 05.12.2018. The AQAR was successfully submitted on 31.12.2018.	Completed
4.	22.02.2019	Internal Audit 2018-19 Odd semester	The completed Internal Audit for Odd semester 2018- 19 was discussed.	Completed
		Modifications in the Feedback Formats	The slight modification in the feedback formats were carried out and distributed all depts for use from the even semester of 2018-19.	Completed
		IQAC Details to be uploaded in the website	IQAC Composition Details and Functions of IQAC are provided	Completed
5.	12.03.2019	Website Updation	Best Practices, procedures and policies adopted are noted	Completed
		Seminar on Outcome Based Education and Bloom's Taxonomy	Necessary arrangements were carried out & the seminar was conducted on 14.03.2019	Completed
		Formats for data collection on 7 criteria for AQAR 2018-19	Members are divided into 8 teams and the format preparation is being carried out	Completed
6.	05.04.2019	Internal Audit	The internal Audit was scheduled between 12.04.19 and 29.04.19 and the audit was carried out successfully.	Completed



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[Signature]
7/6/19