



அரசு கலை மற்றும் அறிவியல் கல்லூரி

சக்தியமங்கலம் - 638 401, ஈரோடு மாவட்டம், தமிழ் நாடு.

**GOVERNMENT ARTS AND SCIENCE COLLEGE**

(Recognized u/s 2(f) & 12 (B) of the UGC Act, 1956. A Co-educational institution affiliated to Bharathiar University, Coimbatore)

**SATHYAMANGALAM - 638 401, ERODE DISTRICT, TAMIL NADU.**

www.gascathy.ac.in

e-Mail: gascathy@gmail.com

Phone : 04295-297141

**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2019-2020**

**MINUTES OF THE IQAC MEETING**

Date: 02.07.2019

Time:11.30am

The first meeting of IQAC for the academic year 2019 - 2020 was held on 02.07.2019 at 11.30 am .

The meeting was chaired by respected principal, IQAC coordinator and NAAC Coordinator.

**AGENDA**

- Activities for the academic year 2019-2020.
- Introducing the new course BSC Physics.
- Attainment of 2A12B Status.
- Students Discipline/code of conduct.
- College calender
- PTA meeting.

The IQAC Meeting for the Assessment year 2019-2020 was conducted on 02.07.2019. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. R.Narayanasamy Principal( I/c) as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.K.Ramasamy Assistant Professor in Economics
4	Dr.M.Ramachandran Assistant Professor in Mathematics
5	Mr.S.Natarajan Local Society

The Members absent in the meeting - Nil



  
Principal  
Government Arts & Science College  
Sathyamangalam  
Erode District.



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The Chairperson of the IQAC welcomed the members for the meeting, followed by a review presentation made by Dr. K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:


#### MINUTES OF THE IQAC MEETING

- The UG course BSC Physics was introduced.
- The college has affiliated 2A12B status.
- Discussion made regarding students discipline and code of conduct.
- Given importance to PTA meeting and the welfare of the students and college.

#### ACTION TAKEN REPORT

- In the academic year of 2019-2020 new UG course BSC Physics was introduced.
- Principal appreciated the efforts taken by the staff members for achieving the milestone 2A12FB STATUS in the academic 2019-2020.
- The college calender for this academic year was finalized and the staff members were asked to follow the calender.
- A good response received from the parents in PTA meeting, The grievances of the parents has solved then and there.



  
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## INTERNAL QUALITY ASSURANCE CELL

Academic Year 2020-2021

### MINUTES OF THE IQAC MEETING

Date: 29.11.2021

Time: 12.00 p.m

The meeting of IQAC was held on 29.11.2021 at 12 pm in the IQAC Chamber to discuss following agenda. IQAC Coordinator opened the meeting with welcoming the Principal. IQAC Coordinator and NAAC Coordinator coordinated the discussion on various topics as per agenda of the meeting.

### AGENDA

- To read and confirm the minutes of the previous meeting and the action taken report
- To discuss and approve the academic calendar prepared for the academic year 2020-2021
- To discuss about the conduct of online classes
- To approve the list of faculties in charge of various Committees like NAAC, Monitoring Duty, Scholarship etc...
- Discussion on organizing a survey on the availability of Mobile phones among students for the online sessions
- Approval of Master time table

The IQAC Meeting for the Assessment year 2020-2021 was conducted on 29.11.2021. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi



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	Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. Kumaresan Administrative officer
8	Mr.S.Natarajan Local Society

The Members absent in the meeting - Nil

The Chairperson of the IQAC welcomed the members for the meeting. followed by a review presentation made by Dr. K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:


#### MINUTES OF THE IQAC MEETING

- The minutes of the previous meeting was read by the Principal and it was confirmed. As per the minutes of the meeting the action taken report was discussed in the meeting
- The academic calendar for the year 2020-2021 was approved
- An E-Teaching assistance cell to help the faculty with the online classes
- The academic committees was approved.
- It was decided to organize a survey to make an assessment among students

#### ACTION TAKEN REPORT

- The Academic Calendar was approved in the meeting for the academic year 2020-2021.
- An E-Teaching cell was constituted to support teachers with the online classes
- The Faculties were assigned for various responsibilities.
- A Survey was conducted online to access the availability of the electronic gadgets among students for the purpose of online classes.



  
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## INTERNAL QUALITY ASSURANCE CELL

Academic Year 2020-2021

### MINUTES OF THE IQAC MEETING

Date: 22.03.2022

Time: 3.00 pm

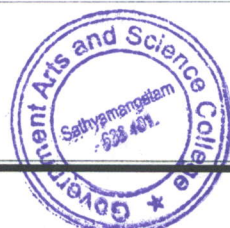
The meeting of IQAC will be held on 22.03.2022 at 3.00 pm in the IQAC Chamber to discuss following agenda. IQAC Coordinator opened the meeting with welcoming and introducing the new respected Principal. IQAC Coordinator and NAAC Coordinator coordinated discussion on various topics as per agenda of the meeting.


### AGENDA

- Action taken of the previous meeting
- NAAC file checking
- Preparation of master time table for the academic year 2022-2023
- Syllabus completion
- College reopen date
- Regarding Admission

The Second IQAC Meeting for the Assessment year 2020-2021 was conducted on 22.03.2022. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. K.Kumaresan Administrative officer



  
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8	Mr.S.Natarajan Local Society
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The Members absent in the meeting - Nil

The Chairperson Dr. K.Radhakrishnan welcomed the members for the meeting. followed by a review presentation made by Dr. K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- The Principal placed the action taken report made at the previous meeting
- The files and Format were checked
- It was decided to commence the classes for the first year students
- It was decided to enroll the first year students to portal
- It was decided to conduct internal examinations through online for the Fifth and the Third semester students .The decision was made to instruct the departments to prepare questions through online

#### ACTION TAKEN REPORT

- Started offline classes for students after lock down by the government
- Created awareness to students to follow precautionary measures for Covid19 pandemic through Social media
- The first classes were conducted with Covid precaution instructions
- The students enrolment to same portal



  
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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2021-2022**

**MINUTES OF THE IQAC MEETING**

Date: 06.01.2021

Time: 3.00 pm

The members of IQAC are hereby informed that a meeting of IQAC is scheduled on 06/01/2021, at 3.00 pm through Google meet. All are requested to join on time to discuss the following agenda of the meeting.


**AGENDA**

- Commencement of the classes in blended mode
- Status of Covid Vaccination among the Students, Teaching and Non-Teaching Staff
- To take a review of department wise syllabus completion
- Regarding online and offline mode of teaching and video lectures recording
- Regarding NSS

The First IQAC Meeting for the Assessment year 2021-2022 was conducted on 06.01.2022. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. K.Kumaresan Administrative officer



  
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8	Mr.S.Natarajan Local Society
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The Members absent in the meeting - Nil

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting. followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

- To evaluate all the merits and demerits of the blended mode of teaching method among all the members
- All the Heads are requested to encourage the faculties and students of the respective departments to get vaccinated at the earliest
- To review regarding syllabus completion
- To discuss regarding online and offline mode of teaching and video lectures recording
- To discuss about the NSS Student name list

#### ACTION TAKEN REPORT

- A weekly class routine was prepared in blended mode, where the First semester was having offline classes on three days in a week, that is on Monday, Wednesday and Friday and the Third and Fifth semester students were having their share of the weekly offline classes on Tuesday and Thursday and the Third and Fifth Semesters were having online classes on Mondays, Wednesdays and Fridays.



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## INTERNAL QUALITY ASSURANCE CELL

Academic Year 2021-2022

### MINUTES OF THE IQAC MEETING

Date: 19.07.2021

Time: 11.30 am

The first meeting of IQAC for the academic year 2021-2022 was held on 19.07.2021 at 11.30am through the online platform in Google meet. The meeting was chaired by respected principal, IQAC Coordinator and NAAC Coordinator.


### AGENDA

- Internal evaluation
- Preparation of department wise timetable
- Academic calendar discussion
- List of faculties In charge of various duties and Committees
- NAAC preparation
- Result Analysis

The First IQAC Meeting for the Assessment year 2021-2022 was conducted on 19.07.2021. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. K.Kumaresan Administrative officer
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Local Society

The Members absent in the meeting - Nil

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting. followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:


#### MINUTES OF THE IQAC MEETING

- The Internal tests/evaluation of all the ongoing semesters and also the timely submission of the internal evaluation marks
- All the heads have agreed to update or modify the department wise timetable in the coming weeks for the online classes
- The academic calendar was approved
- It was decided to approve the new academic committees
- NAAC committee decided to collect the feedback from the students through online
- It was decided to direct the departments to provide detailed result analysis of previous batch students

#### ACTION TAKEN REPORT

- The Internal test were successfully conducted
- An updated department wise time table duly approved
- Due to the active Cooperation of all the departments along with the office staff in the 2021-2022 admission process, the admission was successfully completed
- The academic calendar was approved in the meeting
- The various duties were assigned for new members
- Under the Guidance of IQAC AND NAAC Coordinator the file works started
- A detailed result analysis was Submitted on time



  
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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2021-2022**

**MINUTES OF THE IQAC MEETING**

Date: 29.11.2021

Time: 12.00 pm

The meeting of IQAC will be held on 29.11.2021 at 12 pm in the IQAC Chamber to discuss following agenda. IQAC Coordinator opened the meeting with welcoming and introducing the new respected Principal. IQAC Coordinator and NAAC Coordinator coordinated discussion on various topics as per agenda of the meeting.


**AGENDA**

- Reopening of the college
- Welcomes new Principal
- Feedback on teachers by students
- Academic council meeting
- Discussion on regular classes
- Feedback by parents about online classes

The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
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The Members absent in the meeting - Nil

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting, followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- The college reopens from December First week for First year Students
- New Principal were welcomed by Teaching and Non Teaching members of the college
- The Academic council meeting was planned to conduct on first week of December
- Feedback on online classes and the analysis report to know the effectiveness of online classes
- Discussion on how to conduct regular classes
- Feedback were regularly collected from the students, parents and also with teachers

#### ACTION TAKEN REPORT

- College reopens as per the date fixed
- The feedback were collected successfully
- The parents and students gives an appreciation for the effect of teachers during online classes
- The regular classes commences on date successfully



  
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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2021-2022**

**MINUTES OF THE IQAC MEETING**

Date: 24.09.2021

Time: 1.00 pm

The meeting of the IQAC was conducted on 24/09/2021 at 1.00 pm in the IQAC Chamber of Government Arts and Science College Sathyamangalam-638401. The following points will be discussed with the members at the time of the meeting.

**AGENDA**


- IQAC action plan for the year 2021-2022
- NAAC Preparation
- Commencement of online classes for the first year students
- Regarding online Examination

The IQAC Meeting for the Assessment year 2021-2022 was conducted on 24.09.2021. The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
6	Dr.M.Ramachandran Assistant Professor in Mathematics
7	Mr. K.Kumaresan Administrative officer
8	Mr.S.Natarajan Local Society

The Members absent in the meeting - Nil



  
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The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting, followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- NAAC team in charges and members and their allotted works were initiated
- NAAC file works were started and started to collect documents
- It was decided to conduct online classes and instruct the students to follow the rules and regulations
- The Sixth semester online examination was completed successfully

#### ACTION TAKEN REPORT

- The NAAC and IQAC team Finalized
- NAAC file works were started according to the norms
- Online classes were started for the First year students
- The online examination was completed without any issues



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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2022-2023**

**MINUTES OF THE IQAC MEETING**

Date: 12.04.2023

Time: 3.00 pm

All the faculty members are requested to attend the meeting in IQAC Chamber on 12.04.2023 at 3 pm to discuss the following Items.


**AGENDA**

- College timing
- To discussion on First Graduation Day and Alumni meet
- Classroom and Academic maintenance
- To discuss about the even semester
- Pongal celebration
- To discuss about PTA meeting

The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
3	Dr.N.Sivakumar Assistant Professor in Chemistry.
4	Dr.K.Ramasamy Assistant Professor in Economics
5	Dr.E.Bharathi Assistant Professor in Computer Science
6	Dr.E.V.Venkatesh Assistant Professor in Computer Application
7	Dr.M.Ramachandran Assistant Professor in Mathematics
8	Dr.S.Sekar Assistant Professor in Mathematics
9	Mr. K.Kumaresan Administrative officer



  
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Erode District.



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Phone : 04295-297141

10	Mr.S.Natarajan Local Society
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The Members absent in the meeting - Nil

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting. followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

### MINUTES OF THE IQAC MEETING

- It was decided to change the college timing
- It was decided to conduct Graduation Day and Alumni meet
- Classroom and academic maintenance were monitor
- Even Semester College reopen dates discussed
- Pongal celebration date discussed
- First Graduation day arrangements for Passed out three batches students and alumni meet too

### ACTION TAKEN REPORT

- The College time changed from 3.00pm to 3.30pm
- Graduation day and Alumni meet date were confirmed on 24.02.2023
- Classroom and academic maintenance were monitored
- Even Semester College reopen date fixed on second week of December
- Pongal Celebrate date were confirmed on 13.01.2023
- Classroom and Campus cleaning was done by all the students with the help of NSS Volunteers
- Remedial Classes started successfully
- Progression of Placement cell works started



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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2022-2023**

**MINUTES OF THE IQAC MEETING**

Date: 27.10.2022

Time: 03.00 pm

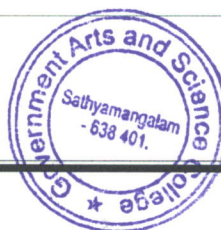
All the faculty members are requested to attend the meeting in IQAC Chamber on 27.10.2022 at 3pm to discuss the following Items


**AGENDA**

- To Discuss about conduct of Model Examination
- To discuss on various action plan of all the department
- Exam cell
- NIRF
- Classroom and Campus Maintenance
- To conduct remedial coaching class
- Career and Placement

The following members were Present in the meeting.

S.No	Name & Designation
1	Dr. K.Radhakrishnan Principal as Chair Person
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10	Mr.S.Natarajan Local Society
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The Members absent in the meeting - Nil

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting. followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- The academic planning regarding internal, Model Examination, Department inaugural etc...
- Students uniform Confirmed
- Discussion on Counseling Date
- It was decided to Check the files preparation in all the departments
- Master time table confirmed

#### ACTION TAKEN REPORT

- All the Academic planning Dates were Confirmed and given to all the Departments
- Instruct the students to wear their uniform on every Monday
- The Counseling Date was confirmed to 05.08.2022
- Over all file preparation confirmed as per the format



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**INTERNAL QUALITY ASSURANCE CELL**

Academic Year 2022-2023

**MINUTES OF THE IQAC MEETING**

Date: 22.03.2022

Time: 3.00 pm

The meeting of the IQAC is scheduled on 22.03.2022 at 3.00pm in the IQAC Chamber. The following points to be discussed before the members at the meeting.


**AGENDA**

- Action taken of the previous meeting
- NAAC file checking
- Preparation of master time table for the academic year 2022-2023
- Syllabus completion
- College reopen date
- Regarding Admission

The following members were Present in the meeting.

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1	Dr. K.Radhakrishnan Principal as Chair Person
2	Dr.K.Pongiannan IQAC Co-ordinator & Assistant Professor in Commerce.
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10	Mr.S.Natarajan Local Society
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The Members absent in the meeting - Dr.S.Sekar  
Assistant Professor in Mathematics

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting, followed by a review presentation made by Dr.K.Pongiannan, Coordinator of IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- The Principal placed the action taken report made at the previous meeting
- The files and Format were checked
- Time table for the academic year 2022-2023 plan to be prepare
- Confirmation of the syllabus completion
- The college reopen date were discussed and planned to reopen on Second week of June
- The admission date was discussed

#### ACTION TAKEN REPORT

- Minutes of previous meeting were confirmed
- NAAC file works were checked
- Master time table was confirmed
- Syllabus completion confirmed
- The college reopened as per the date
- Admission date confirmed



  
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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year 2022-2023**

**MINUTES OF THE IQAC MEETING**

Date: 27.10.2022

Time: 03.00 pm

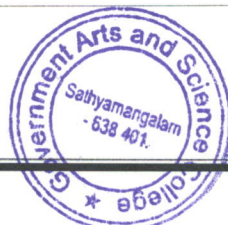
All the faculty members are requested to attend the meeting in IQAC Chamber on 27.10.2022 at 3pm to discuss the following Items


**AGENDA**

- To Discuss about conduct of Model Examination
- To discuss on various action plan of all the department
- Exam cell
- NIRF
- Classroom and Campus Maintenance
- To conduct remedial coaching class
- Career and Placement

The following members were Present in the meeting.

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The Members absent in the meeting - Dr.K.Ramasamy  
Assistant Professor in Economics

The Chairperson Dr.K.Radhakrishnan welcomed the members for the meeting.  
followed by a review presentation made by Dr.K.Pongiannan, Coordinator of  
IQAC. The following points were discussed in the meeting:

#### MINUTES OF THE IQAC MEETING

- Instruct the faculties to prepare Model examination Time table, Question paper etc
- It was decided to approve the action plan for the Department activities, NSS,  
Industrial visit etc...
- Exam cell works were allotted to Department of Commerce
- NIRF upload works started
- Instruct the students to maintain the campus and classrooms very neatly
- Remedial classes were given to the students who are Categorized into slow learner  
from the attainments
- It was direct the placement cell to organize a program and training for their Carrier

#### ACTION TAKEN REPORT

- Model Examination Date was Confirmed to 14.11.2022
- All Department activities were planned properly
- NIRF Data's uploaded Successfully
- Classroom and Campus cleaning was done by all the students with the help of NSS  
Volunteers
- Remedial Classes started successfully
- Progression of Placement cell works started



  
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