



# KONGU ARTS AND SCIENCE COLLEGE

(AUTONOMOUS)  
ERODE – 638 107.



INTERNAL QUALITY ASSURANCE CELL

Web: <http://www.kasc.ac.in>

E-mail: [konguarts@kasc.ac.in](mailto:konguarts@kasc.ac.in)

No. IQAC/2022-2023/01

Date: 16.07.2022

## MINUTES

The IQAC meeting was held at 10:30 a.m. in the Principal's chamber.

The following members were present:

S.No.	Name	Particulars	Designation / Position in the Cell
1	Dr. N. Raman Principal, KASC	Chair Person	Chair Person
2	Mr. R. Jeganathan Administrative officer, KASC	Senior Administrative Officer	Members
3	Dr. A. K. Vidya, Head, Department of Biochemistry	Teachers Representative	Member
	Dr. K. M. Kumaraguru, Head, Department of Commerce		Member
	Dr. K. K. A. Alaguappan, Head, Department of Corporate Secretaryship (CA) & PA		Member
	Mr. K. P. Karthikeyan, Associate Professor, Department of Business Administration		Member
	Dr. R. Chitra, Head, Department of Physics		Member
	Ms. D. Anita, Assistant Professor, Department of English		Member
	Dr. V. Senthur Velmurugan, Librarian		Member
	Dr. E.T. Lokganathan, Controller of Examinations		Member
4	Mr. K. Palanisamy, Correspondent, KASC	Management Representative	Member
	Mr. P. Sachithanandan, Correspondent, KEC.		Member
5	Mr. K. Parivallal, CEO in DMW, Perundurai.	Nominees from Local Society	Member
	Dr. S. N. Ganesha Moorthy, General Physician, Sudha Hospital, Erode		Member
6	Mr. K. Dhiyaneshwaran, Asst. Professor, Dept. of CT & IT	Alumni Representative	Member
	Mr. D. Yuvashankar, Asst. Professor, Dept. of Commerce(CA)		Member
	Ms. R. Yuvarekha, Asst. Professor, Dept. of Mathematics		Member
7	Ms. Shruti Bohra, III B.Com.(CA)	Student Representative	Member
	Ms. K. Srimathi, III B.Sc.(Biochemistry)		Member
	Ms. K. Nivetha, II M.Sc.(CDF)		Member
8	Ms. S. Sona, II M.B.A., Satneeskumar Arundhaniam, Erode (Father of III B.Sc. Biochemistry Student)	Parent Representative	Member
9	Dr. H. Vasudevan, Head, Department of Commerce (CA)	Coordinator	Coordinator

### I. Approval of the Minutes:

The minutes of the previous meeting held on 07.06.2022 was confirmed by the members.

### II. Discussions:

The following Plan of Action for the Academic Year 2022-2023 was framed and decisions were made to execute the plan.

1. To conduct the following events
  - UG & PG Inauguration Function.
  - Graduation Day.
  - Kongu Trophy.
  - Kongu Cultural Fest.
  - Sports Day, Achievers Day and College Day
2. To upgrade computer systems for CAD Lab, Corporate Secretaryship Department (CC-VII), English Communication Lab and for Departments, clubs and cells.
3. To enhance ICT learning facilities:
  - Additional Smart Classrooms
  - Laptop for B.B.A(CA) and M.S.W. Departments
  - Wi-Fi Facility in the campus
4. To establish centralized UPS system.
5. To instal additional CCTV cameras to improve surveillance facility.
6. To construct a new office for Correspondent and Principal, Seminar Hall in Main Block Extension, and Pedestrian Pathway.
7. To establish Lab for PG Biotechnology programme.
8. To improve the research facilities in Mathematics and Biotechnology.
9. To enhance the toilet facility for differently abled.
10. To revamp the existing college website.
11. To take initiative for the upgradation of e-gate register and establishment of Digital Library.
12. To rehabilitate Sewage Treatment Plant (STP).
13. To renovate Toilets in Boys Hostel, Girls Hostel and Library Block replace windows in PG Block to improve the hygiene and safety condition inside the campus.
14. To take initiatives for the successful completion of forthcoming ISO Recertification Audit 9001:2015.
15. To paint the PG Block and Library Block.

### III. The proposal of next meeting:

The next meeting is proposed on 25.08.2022.

  
16/7/22

IQAC Coordinator  
Dr.H.Vasudevan  
Associate Professor and Head  
Department of Commerce (CA)

  
16/7/22

Chairperson of the IQAC  
Dr.N.Raman  
Principal





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No. IQAC/2022-2023/02

Date: 25.08.2022

## MINUTES

The IQAC meeting was held at 10:00 a.m. in the Principal's chamber.

The following members were present:

S.No.	Name	Particulars	Designation / Position in the Cell
1	Dr. N. Raman Principal, KASC	Chair Person	Chair Person ✓
2	Mr. R. Jeganathan Administrative officer, KASC	Senior Administrative Officer	Members ✓
3	Dr. A. K. Vidya, Head, Department of Biochemistry	Teachers Representative	Member ✓
	Dr. K. M. Kumaraguru, Head, Department of Commerce		Member ✓
	Dr. K. K. A. Alaguappan, Head, Department of Corporate Secretaryship (CA) & PA		Member ✓
	Mr. K. P. Karthikeyan, Associate Professor, Department of Business Administration		Member ✓
	Dr. R. Chitra, Head, Department of Physics		Member ✓
	Ms. D. Anita, Assistant Professor, Department of English		Member ✓
	Dr. V. Senthur Velmurugan, Librarian		Member ✓
Dr. E.T. Lokganathan, Controller of Examinations	Member ✓		
4	Mr. K. Palanisamy, Correspondent, KASC	Management Representative	Member ✓
	Mr. P. Sachithanandan, Correspondent, KEC.		Member ✓
5	Mr. K. Parivallal, CEO in DMW, Perundurai.	Nominees from Local Society	Member ✓
	Dr. S. N. Ganesha Moorthy, General Physician, Sudha Hospital, Erode		Member ✓
6	Mr. K. Dhiyaneshwaran, Asst. Professor, Dept. of CT & IT	Alumni Representative	Member ✓
	Mr. D. Yuvashankar, Asst. Professor, Dept. of Commerce(CA)		Member ✓
	Ms. R. Yuvarekha, Asst. Professor, Dept. of Mathematics		Member ✓
7	Ms. Shruti Bohra, III B.Com.(CA)	Student Representative	Member ✓
	Ms. K. Srimathi, III B.Sc.(Biochemistry)		Member ✓
	Ms. K. Nivetha, II M.Sc.(CDF)		Member ✓
	Ms. S. Sona, II M.B.A.,		Member ✓
8	Satheeshkumar Arunachalam, Erode (Father of III B.Sc. Biochemistry Student)	Parent Representative	Member ✓
9	Dr. H. Vasudevan, Head, Department of Commerce (CA)	Coordinator	Coordinator ✓

**I. Approval of the Minutes:**

The minutes of the previous meeting held on 16.07.2022 was confirmed by the members.

**II. Discussions:**

1. A detailed discussion was made to submit the Self Study Report (SSR) with all necessary documentation to NAAC before the allotted time line.
2. It was decided to constitute a NAAC Steering Committee consisting of key functionaries of the college to prepare NAAC SSR.
3. The Steering Committee was advised to hold regular meetings and to provide progress reports.

**III. The proposal of next meeting:**

The next meeting is proposed on 26.12.2022.

  
25.8.22

IQAC Coordinator  
Dr. H. Vasudevan  
Associate Professor and Head  
Department of Commerce (CA)

  
25/8/22

Chairperson of the IQAC  
Dr. N. Raman  
Principal





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No. IQAC/2022-2023/03

Date: 26.12.2022

### MINUTES

The IQAC meeting was held at 02:00 p.m. in the Principal's chamber.

The following members were present:

S.No.	Name	Particulars	Designation / Position in the Cell
1	Dr. N. Raman Principal, KASC	Chair Person	Chair Person <i>dm</i>
2	Mr. R. Jeganathan Administrative officer, KASC	Senior Administrative Officer	Members <i>XAF</i>
3	Dr. A. K. Vidya, Head, Department of Biochemistry	Teachers Representative	Member <i>✓</i>
	Dr. K. M. Kumaraguru, Head, Department of Commerce		Member <i>by</i>
	Dr. K. K. A. Alaguappan, Head, Department of Corporate Secretaryship (CA) & PA		Member <i>ms</i>
	Mr. K. P. Karthikeyan, Associate Professor, Department of Business Administration		Member <i>✓</i>
	Dr. R. Chitra, Head, Department of Physics		Member <i>Recd</i>
	Ms. D. Anita, Assistant Professor, Department of English		Member <i>shubh</i>
	Dr. V. Senthur Velmurugan, Librarian		Member <i>Suj</i>
Dr. E.T. Lokganathan, Controller of Examinations	Member	<i>S. Jeyanth</i>	
4	Mr. P.D. Thangavel, Correspondent, KASC	Management Representative	Member <i>x</i>
	Mr. A.K. Ilango, Correspondent, KEC.		Member <i>PA</i>
5	Mr. K.Parivallal, CEO in DMW, Perundurai.	Nominees from Local Society	Member <i>ca</i>
	Dr. S. N. Ganesha Moorthy, General Physician, Sudha Hospital, Erode		Member <i>- Absent -</i>
6	Mr. K. Dhiyaneshwaran, Asst. Professor, Dept. of CT & IT	Alumni Representative	Member <i>K. Jey</i>
	Mr. D. Yuvashankar, Asst. Professor, Dept. of Commerce(CA)		Member <i>✓</i>
	Ms. R. Yuvarekha, Asst. Professor, Dept. of Mathematics		Member <i>py-a</i>
7	Ms. Shruti Bohra, III B.Com.(CA)	Student Representative	Member <i>Shruti</i>
	Ms. K. Srimathi, III B.Sc.(Biochemistry)		Member <i>K. Srimathi</i>
	Ms. K.Nivetha, II M.Sc.(CDF)		Member <i>K. Nivetha</i>
	Ms. S. Sona, II M.B.A.,		Member <i>Sona S</i>
8	Satheeshkumar Arunachalam, Erode (Father of III B.Sc. Biochemistry Student)	Parent Representative	Member <i>Satheeshkumar</i>
9	Dr. H. Vasudevan, Head, Department of Commerce (CA)	Coordinator	Coordinator <i>H. Vasudevan</i>

**Members Absent / On Leave:**

1. Dr. S.N. Ganesha Moorthy, General Physician,  
Sudha Hospital, Erode.

**I. Approval of the Minutes:**

The minutes of the previous meeting held on 25.08.2022 was confirmed by the members.

**II. Discussions:**

1. The cell discussed the time lines for submission of IIOA and decided to submit the same by the end of January, 2023.
2. The cell appraised the progress of the work done towards the preparation of SSR
3. The Cell discussed the ways to improve Documentation quality of our institution to meet the requirements of various accreditation agencies
4. The cell reviewed the lapses in department activities and proposed for its remedies

**III. The proposal of next meeting:**

The next meeting is proposed on 17.03.2023.



IQAC Coordinator  
Dr. H. Vasudevan  
Associate Professor and Head  
Department of Commerce (CA)



Chairperson of the IQAC  
Dr. N. Raman  
Principal





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No. IQAC/2022-2023/04

Date: 17.03.2023

### MINUTES

The IQAC meeting was held at 02:00 p.m. in the Principal's chamber.

The following members were present:

S.No.	Name	Particulars	Designation / Position in the Cell
1	Dr. N. Raman Principal, KASC	Chair Person	Chair Person
2	Mr. R. Jeganathan Administrative officer, KASC	Senior Administrative Officer	Members
3	Dr. A. K. Vidya, Head, Department of Biochemistry	Teachers Representative	Member
	Dr. K. M. Kumaraguru, Head, Department of Commerce		Member
	Dr. K. K. A. Alaguappan, Head, Department of Corporate Secretaryship (CA) & PA		Member
	Mr. K. P. Karthikeyan, Associate Professor, Department of Business Administration		Member
	Dr. R. Chitra, Head, Department of Physics		Member
	Ms. D. Anita, Assistant Professor, Department of English		Member
	Dr. V. Senthur Velmurugan, Librarian		Member
	Dr. E.T. Lokganathan, Controller of Examinations		Member
4	Mr. P.D. Thangavel, Correspondent, KASC	Management Representative	Member
	Mr. A.K. Ilango, Correspondent, KEC.		Member
5	Mr. K.Parivallal, CEO in DMW, Perundurai.	Nominees from Local Society	Member
	Dr. S. N. Ganesha Moorthy, General Physician, Sudha Hospital, Erode		Member
6	Mr. K. Dhiyaneshwaran, Asst. Professor, Dept. of CT & IT	Alumni Representative	Member
	Mr. D. Yuvashankar, Asst. Professor, Dept. of Commerce(CA)		Member
	Ms. R. Yuvarekha, Asst. Professor, Dept. of Mathematics		Member
7	Ms. Shruti Bohra, III B.Com.(CA)	Student Representative	Member
	Ms. K. Srimathi, III B.Sc.(Biochemistry)		Member
	Ms. K.Nivetha, II M.Sc.(CDF)		Member
	Ms. S. Sonia, II M.B.A.,		Member
8	Satheeshkumar Arunachalam, Erode (Father of III B.Sc. Biochemistry Student)	Parent Representative	Member
9	Dr. H. Vasudevan, Head, Department of Commerce (CA)	Coordinator	Coordinator

**I. Approval of the Minutes:**

The minutes of the previous meeting held on 17.03.2023 was confirmed by the members.


**II. Discussions:**

1. The Cell assessed the preparation of SSR by the Criterion heads
2. The Cell instructed the Steering Committee to stay prepared with necessary documents for SSR Submission
3. The Cell decided to improvise on the comments by the assessment committee and to submit SSR by next week.

**III. The proposal of next meeting:**

The next meeting is proposed on 06.05.2023.

  
IQAC Coordinator  
Dr. H. Vasudevan  
Associate Professor and Head  
Department of Commerce (CA)

  
Chairperson of the IQAC  
Dr. N. Raman  
Principal





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No. IQAC/2022-2023/05

Date: 06.05.2023

### MINUTES

The IQAC meeting was held at 02:00 p.m. in the Principal's chamber.

The following members were present:

S.No.	Name	Particulars	Designation / Position in the Cell
1	Dr. N. Raman Principal, KASC	Chair Person	Chair Person
2	Mr. R. Jeganathan Administrative officer, KASC	Senior Administrative Officer	Members
3	Dr. A. K. Vidya, Head, Department of Biochemistry	Teachers Representative	Member
	Dr. K. M. Kumaraguru, Head, Department of Commerce		Member
	Dr. K. K. A. Alaguappan, Head, Department of Corporate Secretaryship (CA) & PA		Member
	Mr. K. P. Karthikeyan, Associate Professor, Department of Business Administration		Member
	Dr. R. Chitra , Head, Department of Physics		Member
	Ms. D. Anita, Assistant Professor, Department of English		Member
	Dr. V. Senthur Velmurugan , Librarian		Member
Dr. E.T. Lokganathan, Controller of Examinations	Member		
4	Mr. P.D. Thangavel , Correspondent, KASC	Management Representative	Member
	Mr. A.K. Ilango, Correspondent, KEC.		Member
5	Mr. K.Parivallal, CEO in DMW, Perundurai.	Nominees from Local Society	Member
	Dr. S. N. Ganesh Moorthy, General Physician, Sudha Hospital, Erode		Member
6	Mr. K. Dhiyaneshwaran, Asst. Professor, Dept. of CT & IT	Alumni Representative	Member
	Mr. D. Yuvashankar, Asst. Professor, Dept. of Commerce (CA)		Member
	Ms. R. Yuvarekha, Asst. Professor, Dept. of Mathematics		Member
7	Ms. Shruti Bohra, III B.Com.(CA)	Student Representative	Member
	Ms. K. Srimathi, III B.Sc.(Biochemistry)		Member
	Ms. K.Nivetha, II M.Sc.(CDF)		Member
	Ms. S. Sona, II M.B.A.,		Member
8	Satheeshkumar Arunachalam, Erode (Father of III B.Sc. Biochemistry Student)	Parent Representative	Member
9	Dr. H. Vasudevan, Head, Department of Commerce (CA)	Coordinator	Coordinator

**I. Approval of the Minutes:**


The minutes of the previous meeting held on 17.03.2023 was confirmed by the members.


**II. Discussions:**

1. The activities of the academic year 2022-2023 were reviewed by the members of the IQAC.
2. The completed ATR of the academic year 2022-2023 was discussed and approved.
3. The Cell decided to submit AQAR for the academic year 2021-22 by the end of May 2023
4. The members discussed various aspects of AQAR preparation for the academic year 2022-2023

**III. The proposal of next meeting:**

The next meeting is proposed on 12.06.2023.

  
IQAC Coordinator  
Dr. H. Vasudevan  
Associate Professor and Head  
Department of Commerce (CA)

  
Chairperson of the IQAC  
Dr. N. Raman  
Principal





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No. IQAC/2022-2023

Dated: 06.05.2023

**ACTION TAKEN REPORT**

S. No.	DECISION	ACTION TAKEN
1	To conduct the following events UG & PG Inauguration Function, Graduation Day, Kongu Trophy, Kongu Cultural Fest, Sports Day, Achievers Day and College Day	The Following events were organized First year UG inauguration on 27.07.2022, PG Inauguration on 01.09.2022, 24 <sup>th</sup> Convocation on 31.07.2022, 25 <sup>th</sup> Convocation on 08.01.2023 Achievers Day on 21.04.2023, Sports Day on 20.04.2023, and College Day on 21.04.2023.
2	To purchase upgraded computer systems for CAD Lab, Corporate Secretaryship Department (CC- VII), English Communication Lab, and for Departments, clubs and cells.	152 Computers were bought at the cost of Rs. 64,36,275/- to meet the requirements
3	To enhance ICT learning facilities: • Additional Smart Classrooms • Laptop for B.B.A(CA) and M.S.W. Departments • Wi-Fi Facility in the campus	• Amount Rs. 16,83,270/- was spent in setting up Additional Smart Class Rooms for 24 Class Rooms and 10 Computer Labs • 2 Laptops worth Rs. 1,02,660/- were bought and provided to the Departments mentioned • Rs. 10,12,309/- was spent in setting up WI- FI Facility inside the premise
4	To establish centralized UPS system.	Centralized UPS systems was established at the Expenditure of the Rs., 5,28,560
5	To install additional CCTV cameras to improve surveillance facility.	21 CCTV cameras were installed with in the campus at the cost of Rs. 3,67,168/-
6	To construct a new office for Correspondent and Principal, Seminar Hall in Main Block Extension, and Pedestrian Pathway.	Rs.71,79,219/- was spent in constructing the places mentioned
7	To establish Lab for PG Biotechnology programme.	Rs. 7,66,676/- was spent in establishing the lab for PG Biotechnology programme

8	To improve the research facilities in Mathematics and Biotechnology.	Rs. 11,13,590 /- was spent in improve the research facilities to mentioned departments
9	To enhance the toilet facility for differently abled.	The toilet facility for differently abled was enhanced at the cost of Rs.11,70,317/-
10	To revamp the existing college website.	The college website was revamped
11	To take initiative for the upgradation of e-gate register and establishment of digital library.	The upgradation of e-gate register and establishment of digital library was carried out at the cost of Rs. 1,06,200/-
12	To rehabilitate Sewage Treatment Plant (STP).	Sewage Treatment Plant (STP) was rehabilitated at the Expenditure of Rs. 52,84,450
13	To renovate Toilets in Boys Hostel, Girls Hostel and Library Block, Ladies Hostel and replace windows in PG Block to improve the hygiene and safety condition inside the campus.	The Toilets in Boys, Girls Hostels and the Library Block; Windows in PG Block were renovated at the cost of Rs. 34,78,481/-
14	To take initiatives for the successful completion of forthcoming ISO Recertification Audit 9001:2015.	Instructions for prompt updation of ISO files by all the Departments were insisted
15	To paint the PG Block and Library Block.	The PG block and Library Block were painted at the cost of Rs.26,26,669/-

  
**IQAC Coordinator**  
 Dr.H.Vasudevan

  
**Chairperson of the IQAC**  
 Dr.N.Raman