



INTERNAL QUALITY ASSURANCE CELL (IQAC)

CONSOLIDATED LIST OF MEETINGS CONDUCTED/PROGRAMMES AND ACTION TAKEN REPORT FOR THE ACADEMIC YEAR 2017-18

Sl. No.	Date	Agenda / Programme & minutes in brief	Action Taken Report
1.	03.08.2017	<ul style="list-style-type: none">To assist the Departments to prepare Academic and Administrative Audit ReportRegistration of Alumni and parents-teachers association	<ul style="list-style-type: none">The format for Academic and Administrative Audit Report has been prepared and circulated among all the Departments.The registration of Alumni and Parent-teacher association has been processed.
2.	28.11.2017	<ul style="list-style-type: none">Reconstitution of IQACPreparation for proposed NAAC visit in 2020.	<ul style="list-style-type: none">Dr. A. Irudayaraj, Associate Professor of Economics has handed over the files and registers to newly introduced co-ordinator Dr. Aravazhi Irrissippane, Head of the Department of Commerce and the committee has been reconstituted as per NAAC guidelines.Proforma of Self Study Reports has been discussed and proposed to be prepared by 2020.
3.	07.01.2018	<ul style="list-style-type: none">Promotion of research cell and seminarsOrganization of Job fairModification in list of IQAC team membersTo conduct awareness programme on HIV/AIDS and importance of blood donation	<ul style="list-style-type: none">Research cell has been established and one member from IQAC has been appointed as Co-ordinator for the same.The faculty members have been advised to organize the workshops/seminars etc.Job fair has been organized.Due to transfer of Dr. Manisha Shukla from the College to other Institution, Dr. K. Sambadan has been appointed in place of her.The nominees from the society have been modified.The awareness programme on HIV/AIDS and importance of blood donation has been conducted by the Department of Chemistry in association with Red Ribbon Club, Karaikal.



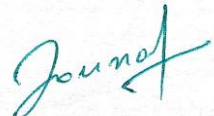
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GOVERNMENT OF PUDUCHERRY
Arignar Anna Government Arts and Science College
Karaikal-609605
(Affiliated to Pondicherry University)



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4.	23.02.2018	<ul style="list-style-type: none">Meeting with the HODs and newly joined faculty members regarding the preparation of Departmental activities registers/files.Meeting with Mentors (Faculty members) and the student class representatives.	<ul style="list-style-type: none">All the Departments had maintained the Department activity registers/files.The meeting with the faculty members working as the Mentors of classes along with student class representatives for their grievances and advices for the academic & administrative improvements.
5.	06.03.2018	<ul style="list-style-type: none">To conduct tree plantation drive, campus cleaning programmes etc.	<ul style="list-style-type: none">Tree plantation and campus cleaning programmes have been organized on regular basis along with NCC cadets and NSS volunteers.
6.	16.04.2018	<ul style="list-style-type: none">Feedback from all the stockholders	<ul style="list-style-type: none">The feedback forms from the students, alumni and parents had been collected.


(Dr.C.GOUNASEGARAN)
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