

## Government Arts College for Men (Autonomous)

Nandanm, Chennai-600035

Minutes of the meetings conducted by the IQAC, Government Arts College for Men, Nandanam, Chennai-

Date	Minutes	Action Taken Report
10.7.2018	1. Result Analysis of November 2018 examinations. 2. Future course of action planned as mentioned below a. Introduce self study papers and job oriented papers from the next academic year onwards	Process initiated
	b. Offer certificate courses c. enhance class room teaching through ICT enabled technologies d. make Field work/Project work a part of the curriculum for all courses e. Priority to be given for 'extension activities'	Process initiated
7.9.2018	Training Programmes for the students of our college and orientation and re-training for our faculties of all departments	Process initiated
19.12.2018	discuss various dates for the students training programmes and Faculties Training Programmes. The following dates are finalised for the students and faculty members.  5 <sup>th</sup> March 2019 – Competitive Exam Guidance PSC/SSC/TRB 7 <sup>th</sup> March 2019 – Training for placements – Spoken and presentation skills, etiquettes 9 <sup>th</sup> March 2019 – Capacity building for Teachers – ICT Training and Innovative Teaching methods  11 <sup>th</sup> March 2019 – Career Guidance – Personality development for faculty members	Work allotted for the smooth conduct of the programmes to be organised
6.2.2019	discuss the entire programmes fixed and scheduled in the last meeting. On behalf of IQAC, the following faculty/IQAC members act as co-ordinators.	

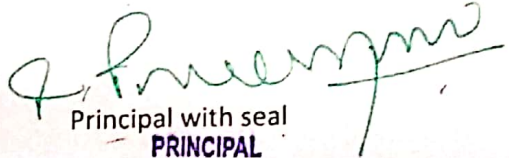
	<p>5<sup>th</sup> March 2019 – Competitive Exam Guidance PSC/SSC/TRB - Dr. K. Srinivasan, Assistant Professor in Physics</p> <p>7<sup>th</sup> March 2019 – Training for placements – Spoken and presentation skills, etiquettes - Dr. P. Bindu, Assistant Professor in English</p>	Process initiated
	9 <sup>th</sup> March 2019 – Capacity building for Teachers – ICT Training and Innovative Teaching methods - Dr. V. Asaithambi, Assistant Professor in Computer Science	
	11 <sup>th</sup> March 2019 – Career Guidance – Personality development for faculty members - Dr. S. Malathy, Assistant Professor in Botany	
16.3.2019	Feeb back from the students for the current academic year.	<p>Circular is prepared which is sent to all HoDs and IQAC members. The last date is fixed as 20.3.2019.</p> <p>It is decided that students can access the college website and fill up the forms available.</p>
5.4.2019	<p>1. It is decided that to maintain all the documents for the academic year 2018-19 and 2019-20 in the circular dated 05-04-2019</p> <p>2. Details of action taken during the year are as follows-</p> <p>a. Online attendance entry and entry of internal marks has been implemented. Additionally, students can view their internal marks, attendance percentage through their login.</p>	



	b. First year students are instructed to enroll any one of the extension programmes like NCC, NSS, YRC, Yoga, Sports. If any of the students are found not registered with any one of the above extension programmes, they will not be eligible to get 2 credits by default.	Resolved
	c. Training Programme on Competitive Examinations, Placement – Spoken & Presentation Skill & Etiquettes and Career Guidance – Personality Development were held for the students of all streams on 5 <sup>th</sup> , 7 <sup>th</sup> , 11 <sup>th</sup> March, 2019 respectively. An average of 155 students got benefited.	
	d. A Faculty Development Programme on 'Capacity Building for Higher Education – ICT Enabled Teaching and Learning' was held for all faculty members of our college on 9 <sup>th</sup> March, 2019. 143 staff members attended and got benefited. e. Placement Cell organised Placement Camp in the month of December, 2018. 10 companies participated in the Drive and 25 students got selected.	

  
Coordinator



  
Principal with seal  
**PRINCIPAL**  
**GOVERNMENT ARTS COLLEGE (MEN)**  
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