

Date:- 04-09-2018

Time:

Minutes of The Meeting.

Members Present:- NAAC Steering Committee, HoD's & GB Members

Opening Prayer:- Dr. M. Jaya Selva Doss, Principal (i/c) & Chairman of NAAC

Welcome:- Dr. P. Narin Philip Devakumar - Vice Principal (Shift-2)

Welcome address of New office bearers & criterion Heads to Complete NAAC requirements.

Chairman Remarks:-

The Principal / Chairman of NAAC officially introduced Dr. D. Jaikumar as the IQAC/NAAC Co-ordinator followed by the responsibilities of the Seven criterion heads as follows

1. Dr. D. JAIKUMAR - IQAC/NAAC Co-ordinator
2. Dr. P. ANBALAGAN - (C1) - Curricular Aspects
3. Dr. K. KISHORE - (C2) - Teaching, Learning & Evaluation
4. Dr. M. JOB GOPINATH - (C3) - Research, Innovations & Extension
5. Dr. D. THIRUMARAN - (C4) - Infrastructure & Learning Resources
6. Dr. J. ANNIE KAMALA FLORENCE (C5) - Student Support and Progression
7. Dr. BINU ANITHA JOSEPH - (C6) - Governance, Leadership & Management
8. Dr. R. ANNIE VIDHYA - (C7) - Institutional values & Best Practices

GB - representatives.

1. Mr. J. EBINEZER - HM of Veevees Hr. Sec. School
2. Dr. B.S. SELVAKUMAR - HOD of Political Science. were Present.

NAAC - Co-ordinator - Remarks.

Coordinator Dr. D. JAIKUMAR took the charge to explain about IQAC/NAAC. He started with clarification of the NAAC position [Accreditation / Reaccreditation] requested to implement the below said. Also He mentioned certain basic needs to fulfill to Complete the NAAC.

- 1) Student ID Card must put barcode
- 2) Library books - barcoding
- 3) Each Dept one LCD unit with screen.
- 4) Wifi facility, e-Journals subscription.
- 5) Files - based on Seven criteria. needed.

- 6) Comments received from Chief Guests/Speakers with Sign.
- 7) Minimum Three Seminar Hall/Auditorium with Capacity 200 Students.
- 8) Transparency of CIA marks ^{with} ~~for~~ Student Sign.
- 9) Students feedback - Create e-mail.
- 10) Photos & evidence for documentation of Programs.
- 11) Teaching & non-teaching Staff Profiles updation.
- 12) Computerized Attendance recording system.
- 13) ^{Conduct} Remedial classes / Slow learners classes.
- 14) Data about NET/SET/Staff - with evidence for students.
- 15 & Alumni meeting - Periodically conducted & PTA meeting documents.

Chairman Remarks,

Principal informed to the Board/meeting that Dr. Valarmathi R DCE - vellore region to bring a resource person for NAAC workshop for teachers.

Members Remarks:

Dr. P. Anbalagan requested for infrastructure of the Dept. like Printer, Computer & others facilities.

Mr. S. Murugan & Mr. S.W. Noah Eastman briefed about the earlier works. He insisted for official Communication from NAAC also highlighted about the following SSR, IQAR, Annual Reports of each year, IQAC, NIRF, MHRD etc.

Dr. K. Kishore highlighted the criterion-II importance. Dr. Thirumaran briefing wifi, e-Journals & infrastructure of the college. Mr. J. Ebinezer, HM of Vourhees School - G.B. Member Congradulated the entire team & requested to take care of Students feedback. Dr. Roopkumar Williams request to Conduct meetings after the working hours. All the members are agreed for his suggestion.

Members proposed to Conduct the next meeting on all fridays will be allotted & conducted.

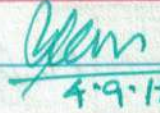
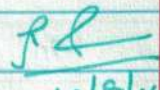
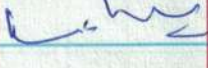
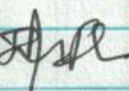
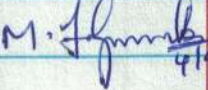
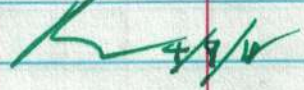
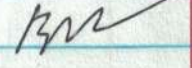
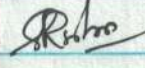
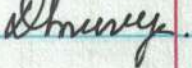
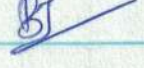
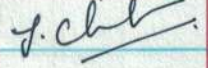
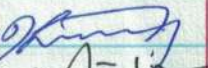
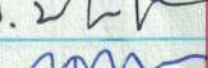
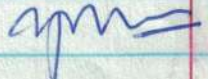
Documentation Process of each Dept with the Concerned Dept. president & hand over through HOD.

Closing Prayer:

Mr. J. Ebinezer Concluded the meeting with Closing prayer.

D. J. J. 02/9/2016

Members Present.

	Name	Dept Signature	Sign.
1.	DR. M. JAYA SELVA DOSS.	Principal/c.	 4.9.18
2.	DR. P. NAVIN PHILIP DWAKAN. V. Prpu		 4/9/18
3.	DR. HANIVANNA PANDIAN	BUREAU	
4.	DR. D. JAIKUMAR	Convenor.	 4/9/18.
5.	Dr. K. KUSTHOF	Comm - CI	
6.	Dr. J. ANNIE KAMALA FLORENCE	Chem. HOD CI.	 4/9/18
7.	D. TITIRU MARAN	Defence	
8.	Dr. M. JOB GOPINATH	Zoology CII	 4/9/18
9.	Dr. Raghunath Williams	History	 4/9/18
10.	Dr. B. S. Selvakumar	POL. Sc.	
11.	R. ROSELINE GLADIS SIROMANI	MATHS	
12.	DR. D. ANUSUYA	ZOOLOGY	
13.	Dr BINU ANITHA JOSEPH	ENGLISH	
14.	J. Christina Yakkal Sanjini	English	
15.	J. Ebenezer, Headmaster Voorhees H S School		
16.	J. Alvin Jaya praseeth	Botany	
17.	S. SATHANATHAN PRASADNA	BBA	
18.	Dr. Edison Nera Doss	Social work	

IQAC - Review Meeting. & Contract

20

22/01/2019

The entire college database has to be upgraded as per the guidelines of NAAC, UGC and MHRD. Therefore, Voorhes College is signing a contract with Bosco SoftTech, Yelagiri, which is run by Salesian Fathers of Don Bosco.

The Contract is made and signed for managing the entire database of College, Online applications, Teacher/Student login etc.

Staff Members, NAME

Sign

1. Dr. M. JAYASELWADOSS
Principal.



2. Dr. P. NAVIN PHILIP DEVAKUMAR
Vice Principal



3. Dr. D. MANIVANNA PANDIAN
BURSAR



4. Dr. D. JAIKUMAR
IDAC - Co-ordinators

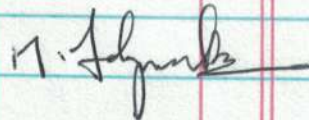


5. Mr. D. JOB KANAKARAJ
GB - Member.



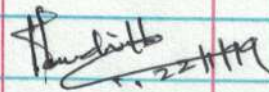
6. Dr. K. KISHORE
Member.

7. Dr. JOB GOPINATH
Member.



8. Mr. GEORGE

9. Dr. A. JOHN DITTO
VICE-PRINCIPAL



10. A. EZHIL CHINNAPPARAJ