IQAC Minutes of meeting 2017-2018

IQAC Meeting			
Date: 06/07/2016	Time: 2.45 pm to 3.45 pm	Place : AKRC	
Mei	mbers	Signature	
Principal	Rev. Dr. D. Maria Antony Raj	Bonnie	
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	To.	
Vice Principal and COE	Rev Fr. Praveen Peter	El	
Vice Principal (Shift II)	Rev. Fr. G, Theophil Anand	the	
IQAC Coordinator	Dr. S. Sagayaraj	3 Squary	
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	Dip an	
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	BAR	
Member (Steering Committee Coordinator)	Dr. L. Ravi	Wan	
Mem¢bers	Dr. S.R. Xavier Rajarathinam	S. Locen Rays Ran	
	Dr. S. Paul Raj	1	
	Dr. D. Leslin	The	
	Dr. K. Parthiparaja		
	Mrs.A.Josephine Sahaya Mala	Spot	
	Mr. A. George Louis Raja	Dys	
	Mr. V. Thomas Immanuel	Dine.	
	Mr. S.U. Vasantha Kumar	S.v.Vasag	
	Miss. S. Kalaiarasi	MA	
Office Representative	Mr. S. Jayaraju	1/27	
Project Officer	Mr. T. Selvam		

Agenda:

- 1. Prayer Fr. Principal
- 2. Introductory Words Fr. Principal
- 3. Review of IQAC Activities Dr. L. Ravi
- 4. Presentation of Annual Plan Dr. S. Sagayaraj
- 5. Roles and Responsibilities NAAC Visit Rev. Dr. D. Maria Antony Raj

Station: Tirupattur
Date: 06/07/2017

Date: 06/07/2017	Time: 2.45 P.M 3.45 PM	Venue:	Board Room
II. Members Present		5	Signature
Principal	Rev. Dr. D. Maria Antony	Raj	Alexander
Additional Principal	Rev. Dr. K.A. Maria Arok	iaraj	Jev.
Vice Principal and COE	Rev. Dr. Praveen Peter		PP.
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anai	nd	Ne
IQAC Coordinator	Dr. S. Sagayaraj		By
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavi	er	a.
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dh	as	CK
Member(Steering Committee Coordinator	Dr. L. Ravi		64
Members	Dr. S.R. Xavier Rajarathin	nam	Jani
	Dr. S. Paul Raj		1.
	Dr. D. Leslin		M2
	Mrs.A.Josephine Sahaya N	Mala	1 Sp
	Mr. A. George Louis Raja		D18
	Mr. V. Thomas Immanuel		A
	Mr. S.U. Vasantha Kumar		S.v.Vasand
	Ms. S. Kalaiarasi		

III. Discussions of the Meeting

1. Prayer and Welcoming

Rev. Dr. D. Maria Antonyraj, the Principal lead the members into prayer. He prayed that the Spirit of the Lord will bless and guide us to plan and execute the activities of the IQAC.

Rev. Fr. Principal cheerfully welcomed Dr.S.Sagayaraj, the newly sworn in Coordinator of IQAC, and thanked him for accepting this important portfolio. He extended his welcome to Dr. L. Ravi, the chairman of the Steering Committee. He also welcomed the newly inducted member of the IQAC, Mrs. A. Josephine Sagayamala, Vice Principal (Academics), Shift – II.

2. Review of the Activities of the IQAC in the academic year 206-17

Dr. L. Ravi presented a brief report of the activities executed by IQAC during the previous academic year 2016-17. Dr. G. Britto Antony Xavier suggested to include the revision of the syllabus happened during the last year as per the Academic Audit recommendations, and towards the preparation process of filling applications for NIRF.

3. Proposed Activities of the IQAC in the academic year 2017-18

Dr.S.Sagayaraj, presented the activities for the upcoming year. He mentioned that this plan is a compilation of the activities carried over during the last year with few new initiatives. The initiatives are based on the metrics proposed by the Quality Indicator Framework (QIF) laid down by NAAC, and to strengthen the weaker areas where the institution has to work on.

He highlighted and stressed the following metrics in QIF should be looked into

- Employability and entrepreneurship skill development Programmes should be promoted.
- Alumni Participation should be strengthened.
- Parents to be included in the design and review of syllabus.
- Feedback Mechanism Feedback collected, analysed and action taken and feedback available on website.
- Different types of learning experiences experiential learning, participative
 learning and problem solving methodologies should be followed.
- Usage of the E-learning resources should be promoted.
- Percentage of student complaints/grievances handled should be recorded.
- Percentage of applications for revaluation leading to change in marks as above.
- Reforms made in the examination should be accounted.
- Programme outcomes and course outcomes should be maintained.
- Learning Outcomes should be drafted.
- A well-defined policy for promotion of research should be drafted.
- Number of workshops/ training programmes/ sensitization programmes should be recorded.
- International fellowship for advanced studies/research should be established.

- Number of activities conducted in partnership with industry, community and NGOs for extension activities. Fr. Principal mentioned that Rev.Fr. S. Henry Daniel Ambrose, is co-ordinating the extension activities and can plan for the future.
- Use of renewable energy sources.
- Energy Audit- As per the recommendation of the Audit committee, the action plan should be implemented in different blocks of the college, one after another.
- Waste Management including bio and e-wastes should be properly disposed by a waste disposal mechanism.
- Rain water harvesting should be practiced.
- Physical facilities for the differently abled should be installed.

4. Key Points

Dr.S.Sagayaraj then stressed the following key points towards the accreditation process

- Sports Day & Cultural Day Since, students spend lot of time during the working days to prepare for the sports and cultural day, it was recommended to consider the option of conducting the selection and finals together in two or more working days.
- A Doctor should be made available in the campus and Group Insurance for the Students should be arranged.
- To maintain a proper Eco System, All the students can be motivated to plant at least 10 trees a year.
- Canteen Stalls in front of Golden, Silver and Bicentenary Buildings can be installed.
- The cleanliness of the Toilets should be maintained.
- A Gmail Account for students can be created which will be useful even after their course completion.
- Traffic should be regulated inside and in front of the gates during college entrance and exit timings.
- Service Auditing for Hostel and Canteen has to be done.

IV. Decisions of the Meeting

• IQAC Annual Plan

o It was suggested to Dr.S.Sagayaraj, to prioritize the proposed new initiatives, and to take them up for discussion in the upcoming meetings of the IQAC and to execute the plan of action.

• NAAC Steering Committee

- o Rev. Fr. Principal mentioned that the composition of the members of the Steering committee has been approved by the standing committee of the Management council, and announced the names of the members of steering committee with their roles and responsibilities.
- o Rev. Dr. D. Maria Antony Raj Principal
- o Rev. Dr. K.A. Maria Arokiaraj Additional Principal
- o Dr. L. Ravi Steering Committee Chairman
- o Dr. S. Sagayaraj IQAC Coordinator
- o Dr. A. Albert Irudayaraj Curricular Aspects
- o Mr. A. George Louis Raja Teaching learning & Evaluation
- o Dr. M. Jose & Dr. K. Arockiaraj- Research, Consultancy&Extension
- o Dr. G. Britto Antony Xavier Infrastructure & Learning Resources
- o Dr. S.A. Martin Britto Dhas Student Support and Progression
 o Dr. A. G. M. Solvom & Mr. V. T. Immonuel Governonce Leadership & J.
- o Dr. A. G. M. Selvam&Mr.V.T.Immanuel Governance, Leadership & Mgt.
- o Dr. Clayton Michael Fonceca Innovation & Best Practices

He informed that the steering committee has already drafted the plan of action towards the 4th Cycle of NAAC Accreditation and will take off soon.

The meeting came to an end with words of gratitude by Rev. Fr. Principal.

Dear IQAC & Steering Committee Members,

Total Lettery and the

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The First Meeting of the Steering Committee will be held on 17.07.2017 at 4.30 pm in Board Room. Kindly make it convenient to attend.

	IQAC Meeting	
Date: 17/07/2016	Time: 4.30 pm to 5.30 pm	Place: Board Room
Mer	nbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	De monde
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	W.
Vice Principal and COE	Rev. Fr. Praveen Peter	D. A.
Vice Principal (Shift II)	Rev. Fr. G, Theophil Anand	
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IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	2100
Member (Steering Committee Coordinator)	Dr. L. Ravi	Cha
Members	Dr. S.R. Xavier Rajarathinam	S. Doein Took Racy
	Dr. S. Paul Raj	4
	Dr. D. Leslin	Jan.
	Dr. K. Parthibaraja	£1. vnijgr24
	Mrs.A.Josephine Sahaya Mala	John do
	Mr. A. George Louis Raja	Dis.
	Mr. V. Thomas Immanuel	The e
	Mr. S.U. Vasantha Kumar	C. U. Vosago
	Miss. S. Kalaiarasi	XVD S
	Steering Committee Members	
Curricular Aspects	Dr. A. Albert Irudayaraj	Alles
Research, Consultancy &	Dr. M. Jose &	
Extension	Dr. K. Arockiaraj	Ameli-
Governance, Leadership & Management	Dr. A. George Maria Selvam &	Belle
Innovation & Best Practices	Dr. Clayton Michael Fonceca	Informar -
Office Representative	Mr. S. Jayaraju	5. MM
Project Officer	Mr. T. Selvam	

Agenda:

- 1. Prayer Fr. Principal
- 2. Presentation of Best Practices Dr. L. Ravi
- 3. Presentation of Communicative English (2013 2014 To 2016 2017)
- 4. Presentation of Counselling (2013 2014 To 2016 2017)
 - 5. Discussion

Station: Tirupattur
Date: 17/07/2017

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Rev. Fr. G, Theophil Anand			
Dr. S. Sagayaraj	Entrul.		
Dr. G. Britto Antony Xavier	el Leut.		
Dr. S. A. Martin Britto Dhas	212		
Dr. L. Ravi	Cha		
Dr. S.R. Xavier Rajarathinam	S. Doen Took Rary		
Dr. S. Paul Raj	4		
Dr. D. Leslin	JM.		
Dr. K. Parthibaraja	£1. vnijgr24		
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Mr. A. George Louis Raja	Dis.		
Mr. V. Thomas Immanuel	Dire.		
Mr. S.U. Vasantha Kumar	S. v. Vosagt		
Miss. S. Kalaiarasi	XXX		
Steering Committee Members			
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Dr. M. Jose &			
Dr. K. Arockiaraj	Ameli-		
Dr. A. George Maria Selvam &	Bel		
Dr. Clayton Michael Fonceca	Sufferment -		
Mr. S. Jayaraju	5. MM		
Mr. T. Selvam			
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Station: Tirupattur
Date: 17/07/2017

I. Schedule	Inutes of the IQAC Meet	
Date: 17/07/2017	Time: 4.30 pm to 6.30 pm	Place: Board Room
II. Members		Signature
Principal	Rev. Dr. D. Maria Antony	Raj
Additional Principal	Rev. Dr. K.A. Maria Aroki	araj (w.
Vice Principal and COE	Rev. Dr. Praveen Peter	80
IQAC Coordinator	Dr. S. Sagayaraj	20
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavie	ren
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dha	as QUA
Member (Steering Committee Coordinator)	Dr. L. Ravi	2
IQAC Secretary	Mr. V. Vinoth Kanna	Nwhan!
Members	Dr. S.R. Xavier Rajarathina	am dans
	Dr. S. Paul Raj	1
	Dr. D. Leslin	JA
	Dr. K. Parthiparaja	Shu/
	Mrs.A.Josephine Sahaya N	Iala Spole
	Mr. A. George Louis Raja	Dollar Contraction of the second seco
	Mr. V. Thomas Immanuel	De la
	Mr. S.U. Vasantha Kumar	C. V. Vasor
	Miss. S. Kalaiarasi	1
	Steering Committee Members	
Curricular Aspects	Dr. A. Albert Irudayaraj	Allere
Research, Consultancy & Extension	Dr. K. Arockiaraj	Rober
Governance, Leadership & Management	Dr. A. George Maria Selva	m Book
Innovation & Best Practices	Dr. Clayton Michael Fonce	ca
Office Representative	Mr. S. Jayaraju	

III. Discussions of the Meeting

1. PRAYER AND INDUCTING

Rev. Dr. D. Maria Antony Raj, the Principal lead the members into prayer. He prayed that the Spirit of the Lord will bless and guide us to plan and execute the activities of the IQAC.

2. BEST PRACTICES IN HIGHER EDUCATION INSTITUTES FOR QUALITY MANAGEMENT

Dr.L.Ravi, Chairman, Steering Committee Co-ordinator presented the parameters on quality management and highlighted the following modules:

- Best Practices
- Four I and D model
- Best Practices for HEI's
- NAAC Scoring Pattern (old and new)

3. ACTIVITY REPORT -- DEPARTMENT OF COMMUNICATIVE ENGLISH

Mr. Kulothungan, Department of Communicative English presented an activity report on their innovative methods and explained the process of executing them with the following modules:

- Mission and Vision statement
- Objectives
- Duration of the program
- Learning Outcomes
- Strategies
- Streaming
- Alternative day and Two hours of Classes
- Syllabus
- Teaching Aids
- Method of Examination and Evaluation
- Reports
- Suggestions for Future Plan

4. ACTIVITY REPORT -- COUNSELLING CENTRE

Mrs. Latha Munusamy, counseller presented a detailed report on handling students with care and the strategies followed in the counselling centre with the following criteria:

- Mission
- Strategies Adopted
- Counselling services provided
- Issues Handled
- Number of students received counselling
- Outreach Programs
- Collaboration with Internal Departments
- Teaching
- Research
- Initiatives
- Star Departments
- Limitations
- Future Plans

5. DISCUSSIONS

- Rev. Dr. D. Maria Antony Raj, Principal congratulated all the departments who have presented their activity reports and initiated a general discussion on the improvements to be carried out.
- Dr.L.Ravi explained about the GIF pre-final documentation from criteria 1 to 7 in a detailed manner. He also suggested the management to plant more trees in the campus and pin-pointed that the current regulations of IQAC have been influenced more from the Western Universities.
- Rev.Dr.Praveen Peter assured that the quality of Communicative English is being improved a lot because it has dedicated faculty members.
- Rev. Dr. K. A. Maria Arokiaraj probed about the challenges faced by department of Communicative English.
- Mr.Kulothungan from department of Communicative English addressed that the issues are:
 - Students were getting absent regularly for the classes.
 - Students were not aware of the benefits of attending communicative classes.

- Dr.L.Ravi suggested that some induction programmes have to be conducted collectively among all the students to address the benefits of Communicative English Classes.
- Dr.Clayton asked for a separate language lab to improve the quality of students as like the computer Lab.
- Rev. Dr. K. A. Maria Arokiaraj clarified that the present system, configuration was not up the mark but the Skill Centre can be used as a Language Lab. He suggested that only advanced learners can use the Language Lab but the beginners can learn through basic aids.
- Rev. Dr. D. Maria Antony Raj, assured that the *DB centre* can be utilized as a language lab for the students.
- Rev.Dr.Praveen Peter suggested that the absentees should not be fined but their classes may be extended until the completion of Communicative English course.
- Prof. SagayaMala suggested to have an evaluation of the Communicative English classes, stating that the present 3rd year students should speak good English if the system is very effective.
- Rev. Dr. K. A. Maria Arokiaraj presented the course plan of Communicative Engish and explained the process in a detailed manner. He proposed that the faculty members are trained to handle the classes effectively.
- Rev. Dr. K. A. Maria Arokiaraj expressed that the problems faced by the students in communicative English classes must be documented without their names.
- Rev. Dr. K. A. Maria Arokiaraj recommended that an opinion register must be maintained to hold the suggestions and feedbacks from the students for the enhancement of communicative English department.
- Dr.S.Sagayaraj recommended that an Internship (or) Implant Training can be conducted for all the students from Communicative English department.
- Dr.L.Ravi suggested to have an annual day for communicative English so that the students can showcase their talents by conducting competitions such as public speech and drama.
- Dr.K.Arockiaraj stated that some learning materials and aids can be equipped in the language lab for the students.
- Dr.L.Ravi suggested that Mrs.Latha Munusamy to follow up the both the students and faculty members who attend councelling asking them to reapper for

counselling and see whther the process has created some behavioural change in them.

- Dr.S.Sagayaraj expressed that some progression documents has to maintained for the arrear students and it should be followed up by the counsellor to know their improvements in academics.
- Dr.K.Arockiaraj stated that a video documentation of group discussion can be maintained and he suggested to have a tie-up with the de-addiction centres to entail a better counselling methodology.
- Rev.Dr. Praveen Peter suggested to have a screening regularly with the first year students.
 - Rev. Dr. K. A. Maria Arokiaraj enquired about the comfort zone of boys with the counsellor and Mrs.Latha Munusamy clarified that many typical problems have been counselled successfully by her where the boys are courageous and comfortable too.
- Dr.L.Ravi specified that according to the stipulated regulations only a professional counsellor should deal with students and trained faculty members should not be enrolled in the counselling process.
- Rev.Dr.Praveen Peter acclaimed that students must know for *what* and *which* cause they have been counselled. He desired to appoint one more counsellor to conduct more induction programmes for the students.
- Dr.S.Sayagaraj also preferred to have a male counsellor and to make him handle the classes whenever a faculty member is being absent.
- Mrs.Latha Munusamy anticipated the management to conduct more programmes for the girl students about reproductive system and securing themselves in critical situations.

IV. DECISIONS OF THE MEETING

- The best practices need to be evaluated using some scientific method using the 2nd and 3rd year students as sample. The evaluation aspects and that should contain four important elements:
 - Obtaining the Feedback
 - Obtaining the Feedback and doing an analysis
 - Obtaining the Feedback, Doing an analysis and Action Taken
 Report based on Analysis.
 - Obtaining the Feedback, Doing an analysis, Action Taken Report based on Analysis and publishing it in the web.
- The best practices departments has to prepare an *Action Plan for the academic year* 2017-18.
- The seventh criteria metrics need to be prepared based on the NAAC document and collecting evidences for the metrics. A team need to be identified for the same.
- The best practices will have a link in SHC website to document the practices.

The first meeting held with the steering committee members have concluded successfully

Minutes of the IQAC Meeting I. Schedule				
II. Members		Signature		
IQAC Coordinator	Dr. S. Sagayaraj	2 suport		
Chairman (Steering Committee Coordinator)	ee Dr. L. Ravi	blan		
Steering Committee Membe	ers Dr. S. Paul Raj (Conve	ener)		
	rearch, Dr.M.Jose (Secretary)	Non by		
Consultancy & Extension	Rev. Dr. G. Theophil	Anand		
	Rev.Fr.S.Henry Danie	1 Ambrose		
	Dr.K.Arokiaraj	Omas.		
Steering Committee Member Criteria - 7 :: Innovation of	N 1 1 (C)	ya Spole		
Practices	Dr.Clayton Michael (Secretary)	el Fonceca		
	Dr.A.Jayaprakash	Apprecos		
	Mr.V.Kulothungan			
	Miss M. Latha Munus	wamy		

III. Agenda

• To prepare and plan for the NAAC with the Steering Sub Committee for the criteria of Research Extensions, Innovations and Best Practices.

IV. Actions

- The new NAAC regulations of the institutional Accreditation Manual is explained to the members and briefed about the process of accreditation.
- Softcopy of the Manual for Autonomous colleges was already sent through the mail to all the members of the various steering committee.
- Hardcopy of the Manual is handed over to the convener of the steering sub committee.
- Various Templates to be prepared by each committee is also briefed.
- The committe is asked prepare documents for various key indicators along with the Action Plan.

V.Decisions of the Meeting:

• Decided to organise a common meeting with the principal in the first week of

SACRED HEART COLLEGE (AUTONOMOUS), TIRUPATTUR, VELLORE.

Minutes of the IQAC Meeting				
I. Schedule				
Date: 17/08/2017	Time: 3	3.00 pm to 5.30 pm	Place : IQ	AC - Board Room
II. Members				Signature
IQAC Coordinator		Dr. S. Sagayaraj		2000
Chairman (Steering Commit Coordinator)	ittee	Dr. L. Ravi		12
Steering Committee Mem Criteria – 1 :: Curricular A		Dr.A.Albert (Convener)	Irudayaraj	Athlant
		Dr.V.Collins Arui (Secretary)	n Prakash	V. CA
		Mrs.R.Ananthalakshr	ni	2.0,0
		Miss.S.Kalaiarasi		
Steering Committee Mem Criteria – 2 :: Teaching le		Dr.S.Xavier (Convener)	Rajarathinam	Deed
Evaluation		Mr.A.George Lo (Secretary)	nuis Raja	Agg
		Dr.A.Xavier Susairaj		No.
		Dr.A.Merceline Anita	a	2
Steering Committee Men Criteria – 4 :: Infrastru		Dr.G. Britto Ant (Convener)	ony Xavier	alu
Learning Resources		Mr.S.U. Vasanth (Secretary)	na Kumar	Sulvasage
		Dr.K.A.Maria John J	oseph	2000
		Rev.Fr.S.John Borg		85hag.
		Mr.S.Jayaraju		MA !
Steering Committee Men	nbers	Dr.R.Murali (Conve	ner)	RMe
Criteria – 5:: Student S Progression	upport &	Dr.S.A.Martin B (Secretary)	ritto Dhas	8th
		Dr.A.Dhayal Raj		1 40
		Dr.Nahren Manuel N	Mascarenhas	4-
		Mr.J.Anand Raj		1 Ans

Steering Committee Members Criteria – 6 :: Governance,	Dr.A.George Maria Selvam (Convener)	Der Contraction of the second
Leadership & Management	Mr.V.Thomas Immanuel (Secretary)	And of
	Rev.Fr.K.S.Martin	Land I
	Dr.S.Sasi kumar	8
	Mr.J.Sasiganth	804AR

III. Agenda

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- The committe is asked prepare documents for various key indicators along with the Action Plan.

V.Decisions of the Meeting

• Decided to organise a common meeting with the principal in the first week of September.

SACRED HEART COLLEGE (AUTONOMOUS), TIRUPATTUR, VELLORE DIST.

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The Meeting of IQAC will be held on 28.08.2017 at 2.45 p.m. in Board Room. Kindly make it convenient to attend.

	IQAC Meeting	
Date: 28/08/2017	Time: 2.45 pm to 3.45 pm	Place : AKRO
	nbers	Signature
rincipal	Rev. Dr. D. Maria Antony Raj	200
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Ly.
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	Mr. V. Thomas Immanuel	de
	Mr. S.U. Vasantha Kumar	S.v. Vasog
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jeyaraju	5- Jan
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Alamstonn

Agenda

- 1. Prayer Fr. Principal
- 2. AQAR 2016-2017 Dr. G. Britto Antony Xavier
- 3. Presentation Institutional Values and Best Practices Dr. Clayton Michael Fonceca

TOAC Coordinator

4. New Initiatives -Dr. S. Sagayaraj

Station: Tirupattur

Date: 28/08/2017

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Member (Steering Committee Coordinator)	Dr. L. Ravi	6
IQAC Secretary .	Mr. Vinoth Kanna	Vint jame
Memebers	Dr. S.R. Xavier Rajarathinam	
	Dr. S. Paul Raj	
	Dr. D. Leslin	
	Dr. K. Parthiparaja	
	Mrs.A.Josephine Sahaya Mala	Spole
	Mr. A. George Louis Raja	De L
	Mr. V. Thomas Immanuel	De Contraction de la contraction del la contraction de la contraction de la contraction de la contraction de la contraction del la contraction de la contrac
	Mr. S.U. Vasantha Kumar	S.v. Vasan
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jeyaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Alanistans.

Agenda

1. Prayer - Fr. Principal

2. AQAR – 2016-2017 – Dr. G. Britto Antony Xavier

3. New Initiatives -Dr. S. Sagayaraj

Station: Tirupattur
Date: 29/08/2017

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The Meeting of IQAC will be held on 04.09.2017 at 2.45 p.m. in Board Room. Kindly make it convenient to attend.

	IQAC Meeting	
Date: 04/09/2017	Time: 2.45 pm to 3.45 pm	Place : AKRC
Mei	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	les.
Vice Principal and COE	Rev. Dr. Praveen Peter	PD -
Vice Principal (Shift II)	Rev. Dr. G, Theophil Anand	
IQAC Coordinator	Dr. S. Sagayaraj	200044
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	and un
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	RA
Member (Steering Committee Coordinator)	Dr. L. Ravi	1 de
IQAC Secretary	Mr. Vinoth Kanna	Nux ani
Memebers	Dr. S.R. Xavier Rajarathinam	
	Dr. S. Paul Raj	
	Dr. D. Leslin	Jus -
	Dr. K. Parthiparaja	El-1000 = 8124
	Mrs.A.Josephine Sahaya Mala	Spole.
	Mr. A. George Louis Raja	0
	Mr. V. Thomas Immanuel	Due
	Mr. S.U. Vasantha Kumar	S. V. Vasap
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jeyaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	

Agenda

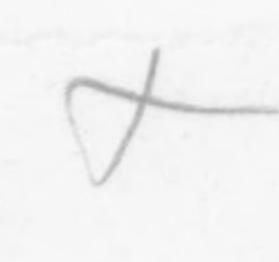
1. Prayer - Fr. Principal

2. AQAR – 2016-2017 – Dr. G. Britto Antony Xavier

3. New Initiatives -Dr. S. Sagayaraj

Station: Tirupattur
Date: 04/09/2017

Sacred Heart College (Autonomous), Tirupattur IQAC: Steering Committee Meeting



Date: 19/09/2017	Time: 3.00 pm to 4.30 pm	Place : APRC
Stee	ring Committee Members	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Don -
Addl. Principal	Rev. Dr. K.A. Maria Arokiaraj	Lay.
Vice Principal (S-I)	Rev. Dr. Praveen Peter	
Vice Principal (S-II)	Rev. Dr. G. Theophil Anand	
Steering Committee Chairman	Dr. L. Ravi	
IQAC Coordinator	Dr. S. Sagayaraj	2 Separel
	Mrs. A. Josephine Sahaya Mala (Convener)	
Innovation & Best	Dr. Clayton Michael Fonceca (Secretary)	Tylower
	Dr. A. Jayaprakash	
Practices	Mr. V. Kulothungan	
	Miss M. Latha Munuswamy	
	Dr. S. Paul Raj (Convener)	
	Dr. M. Jose (Secretary)	
Research, Consultancy & Extension	Rev. Dr. G. Theophil Anand	
C LAWISION	Rev. Fr. S. Henry Daniel Ambrose	
	Dr. K. Arockiaraj	
Curricular Aspects	Dr. A. Albert Irudayaraj (Convener)	
	Dr. V. Collins Arun Prakash (Secretary)	
	Dr. M. Maria Dominic	
	Mrs. R. Ananthalakshmi	
	Miss S. Kalaiarasi	

Agenda:

- 1. Prayer Song
- 2. Suggestions: Innovation & Best Practices Mrs. A. Josephine Sahaya Mala
- 3. Suggestions: Research, Consultancy & Extension Dr. S. Paul Raj
- 4. Suggestions: Curricular Aspects Dr. A. Albert Irudayaraj

Station: Tirupattur

Date: 19/09/2017

Sacred Heart College (Autonomous), Tirupattur IQAC: Steering Committee Meeting

Date: 20/09/2017	Time: 3.00 pm to 4.30 pm	Place : APRC
Steer	ing Committee Members	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Don .
Addl. Principal	Rev. Dr. K.A. Maria Arokiaraj	tey.
Vice Principal (S-I)	Rev. Dr. Praveen Peter	
Vice Principal (S-II)	Rev. Dr. G. Theophil Anand	
Steering Committee Chairman	Dr. L. Ravi	6de
IQAC Coordinator	Dr. S. Sagayaraj	200 vous
	Dr. G. Britto Antony Xavier (Convener)	and all
	Mr. S.U. Vasantha Kumar (Secretary)	S.v. Vasag
Infrastructure & Learning Resources	Dr. K.A. Maria John Joseph	the sound
Learning recodurees	Rev. Fr. S. John Borg	Sibong.
	Mr. S. Jeyaraju	
	Dr. R. Murali (Convener)	RMY
	Dr. S.A. Martin Britto Dhas (Secretary)	RAR
Student Support & Progression	Dr. A. Dhayal Raj	100
	Dr. Nahren Manuel Mascarenhas	
	Mr. J. Anand Raj	Thus -
	Dr. A. George Maria Selvam (Convener)	
	Mr. V. Thomas Immanuel (Secretary)	2
Governance, Leadership & Management	Rev. Fr. K.S. Martin	
Transferred .	Dr. S. Sasi kumar	3
	Mr. J. Sasiganth	200 MACE

Agenda:

- 1. Prayer Song
- 2. Suggestions: Infrastructure & LearningResources Dr. G. Britto Antony Xavier
- 3. Suggestions: Students Support & Progression Dr. R. Murali
- 4. Suggestions: Governance, Leadership & Management Dr. A. George Maria Selvam

TOACCO II

Station · Tirupattur

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 26.09.2017 at 2.45 p.m. in Board Room.

Kindly make it convenient to attend.

	IQAC Meeting	
Date: 26/09/2017	Time: 2.45 pm to 3.45 pm	Place : APRC
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Done
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Loy.
Vice Principal and COE	Rev. Dr. Praveen Peter	100
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	ME -
IQAC Coordinator	Dr. S. Sagayaraj	Jan Asy
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	Outh
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	01
Member (Steering Committee Coordinator)	Dr. L. Ravi	1d
IQAC Secretary	Mr. Vinoth Kanna	Vut ema
Memebers	Dr. S.R. Xavier Rajarathinam	O don.
	Dr. S. Paul Raj	
	Dr. D. Leslin	M
	Dr. K. Parthiparaja	any
	Mrs.A.Josephine Sahaya Mala	Spol
	Mr. A. George Louis Raja	ABE.
	Mr. V. Thomas Immanuel	dine
	Mr. S.U. Vasantha Kumar	En. Novay
	Miss. S. Kalaiarasi	18/2/2
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	Ohr.
Student Representative	Rev. Fr. Stanislaus	

Agenda

1. Prayer - Fr. Principal

2. AQAR – 2016-2017 – Dr. G. Britto Antony Xavier

3. Presentation - Library Audit by - Dr. L.Ravi.

4. New Initiatives -Dr. S. Sagayaraj

Station: Tirupattur
Date: 20/09/2017

Greetings from the IQAC, Sacred Heart College, Tirupattur! The IQAC Meeting will be held on 26.09.2017 at 6.15 p.m. in Board Room.

Kindly make it convenient to attend.

IQAC Meeting		
Date: 26/09/2017	Time: 6.15 pm to 7.45 pm	Place : APRO
Mei	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	De marino
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	100/
Vice Principal and COE	Rev. Dr. Praveen Peter	20
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	Wi
IQAC Coordinator	Dr. S. Sagayaraj	2 Despoy
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	e Lu
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	RAD
Member (Steering Committee Coordinator)	Dr. L. Ravi	101
IQAC Secretary	Mr. Vinoth Kanna	Vmh co
Memebers	Dr. S.R. Xavier Rajarathinam	
	Dr. S. Paul Raj	
	Dr. D. Leslin	The state of the s
	Dr. K. Parthiparaja	
	Mrs.A.Josephine Sahaya Mala	Spale
	Mr. A. George Louis Raja	
	Mr. V. Thomas Immanuel	
	Mr. S.U. Vasantha Kumar	S. V.V aday
	Miss. S. Kalaiarasi	16
Librarian	Mr. M. Selvam	Sq. Retrup
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Altanislans

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1. Prayer - Fr. Principal

2. AQAR – 2016-2017 – Dr. G. Britto Antony Xavier

3. Presentation - Library Audit by - Dr. L.Ravi.

4. New Initiatives -Dr. S. Sagayaraj

Station: Tirupattur : 26/09/2017 Date

1. Discussions

- Rev. Dr. D. Maria Antony Raj, Principal initiated the meeting with a prayer. He prayed to the Almighty God, to bless the efforts taken by the Sacred Heart family to bring quality in all aspects.
- Dr. S. Sagayaraj welcomed the IQAC members and briefed the agenda of the meeting.
- Dr. L. Ravi explained the process of Library Audit and the system created for the way of conductingthe same.
- Dr. S. Sagayaraj suggested to the Principal to setup a Virtual-Seminar Hall in the Library and to make it available for Video Conferencing with a dedicated and uninterpreted network access.

2. Suggestions

The AQAR 2016 -2017 has been presented by Dr. G. Britto Antony Xavier and the suggestions given towards the same were as follows:

- Dr. S. Sagayaraj informed Mr. S.U. Vasantha Kumar to gather details about the preparation of Question bank towards competitive exams.
- Rev. Dr. K.A. Maria Arokiaraj suggested IQAC to gather details from Mr. Rajkumar and the NCC officer, concerning the prizes won by students in sports, games and other events. Also, he recommended IQAC to include student's suggestions, given through the Suggestion Boxes in the metric: Grievances of Students Redressed.
- Dr. L. Ravi suggested IQAC to gather student grievance details from Mr. Arul Doss.
- Rev. Dr. K.A. Maria Arokiaraj explained the concept of Flipped-Classrooms to all the members of IQAC regarding the Criteria II: Teaching & Learning.
- Dr. L. Ravi proposed IQAC to gather information from Dept. of Social Work about the
 Visiting & Guest faculties.
- Rev. Fr. Principal, recommended IQAC to accumulate information from each Department's Profile and from Mr. Kesavan regarding Visiting & Guest faculties. He also proposed IQAC to gather information regarding MOU's.
- Dr. S. Sagayaraj requested Dr. S. Paulraj about the research funds sanctioned from various funding agencies. He also proposed to Principal, concerning the formulation of new template for the Department Evaluation Plan according to the current Self Study Report Manual.

- Dr. G. Britto Antony Xavier suggested IQAC to include, the issue of ISSN number, purchase of Plagiarism software for the researches of P.G, M.Phil. & Ph.D., in the year plan of 2017 2018.
- Dr.S.Sagayaraj thanked Dr. G. Britto Antony Xavier for his efficient hard work towards the preparation of AQAR 2016-2017 document and acknowledged Rev. Dr. K.A. Maria Arokiaraj for the enhancing the report.
- Principal, Rev. Dr. D. Maria Antony Raj thanked Dr.S.Sagayaraj and Dr. L. Ravi for their eminent efforts, headed for the tremendous execution of IQAC activities and all the members of IQAC for their wonderful support.

IV. DECISIONS OF THE MEETING

- AQAR 2016-2017 document was presented to the members of IQAC and corrections, suggestions were registered towards its further refinement.
- AQAR 2016-2017 was planned, to be updated at the earliest and to be uploaded during the first week of October 2017.
- The Librarian is requested to complete the Library Audit in Oct 2017.

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 24.10.2017 at 4.15 p.m. in Board Room.

Kindly make it convenient to attend.

	IQAC Meeting	
Date: 24/10/2017	Time: 4.15 pm to 5.15 pm	Place : APR
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	822
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Lav.
Vice Principal and COE	Rev. Dr. Praveen Peter	100
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	W.
IQAC Coordinator	Dr. S. Sagayaraj	JAN 79
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	2000
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	RHD
Member (Steering Committee Coordinator)	Dr. L. Ravi	120
IQAC Secretary	Mr. Vinoth Kanna	Van-
Memebers	Dr. S.R. Xavier Rajarathinam	The state of the s
	Dr. S. Paul Raj	1 Garan
	Dr. D. Leslin	Jmg.
	Dr. K. Parthiparaja	Ehm
	Mrs.A.Josephine Sahaya Mala	Sports
	Mr. A. George Louis Raja	Dy
	Mr. V. Thomas Immanuel	dine
	Mr. S.U. Vasantha Kumar	S. W. Vasans
	Miss. S. Kalaiarasi	A Part of the second se
Office Representative	Mr. S. Jayaraju	(10)
Project Officer	Mr. T. Selvam	000
Student Representative	Rev. Fr. Stanislaus	A A A

TQAC Coordinator

Agenda

1. Prayer - Fr. Principal

2. Presentation - Review of SSR preparation - Dr. S. Sagayaraj

Station: Tirupattur
Date: 23/10/2017

III. DISCUSSIONS OF THE MEETING

- Rev. Dr. D. Maria Antony Raj, Principal initiated the meeting with a prayer. He prayed to the Almighty God, to bless the efforts taken by IQAC members to bring quality in SSR preparation.
- Dr. S. Sagayaraj welcomed the IQAC members and briefed the agenda of the meeting.

 He presented the Review of SSR preparation in a detailed manner.

1. Discussions / Suggestions

- Rev. Fr. Principal, clarified that a minority institution need not follow the Government norms in the student admission process regarding the query Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five Years. But the college admits students based on the government norms.
- Dr. S. Paul Raj enquired about the difference between course and subject when defining a curriculum. Dr.L.Ravi clarified about the current naming conventions used in Universities.
- Rev. Fr. Stanislaus suggested to include Skill-based / Inter-Disciplinary courses in the curriculum.
- Dr. S. Paul Raj suggested that clarity should be maintained, where the documents are to be submitted from various departments to the IQAC for SSR preparation.
- Dr.L.Ravi clarified about the protocol being followed, that any document being send from a department initially should reach IQAC, then it it will be redirected to the respective Criterion Conveners.
- Mr. A. George Louis Raja suggested to collect criterion-wise data from each department and compile the entire criterion, as a one-step process.
- Dr. S. Paul Raj discussed about the processing method of obtaining feedback from stakeholders.

• Dr.L.Ravi highlighted that, IQAC link in the college website has various templates, which can be used for document preparation.

IV. DECISIONS OF THE MEETING

• Dr. L. Ravi proposed that, the IQAC will visit the departments during the first week of November to verify documents pertaining to the of Department Annual Evaluation Report and Rev. Fr. Principal agreed to inform all Heads of the Department.

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 28.11.2017 at 2.45 p.m. in Board Room.

Kindly make it convenient to attend.

IQAC Meeting		
Date: 28/11/2017	Time: 2.45 pm to 3.45 pm	Place : APRC
\mathbf{N}	Iembers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Danning
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	a de la
Vice Principal and COE	Rev. Dr. Praveen Peter	00
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	
IQAC Coordinator	Dr. S. Sagayaraj	200pagg
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	la Lout
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	
Member (Steering Committee Coordinator)	Dr. L. Ravi	4
IQAC Secretary	Mr. Vinoth Kanna	1 mt Jama
Memebers	Dr. S.R. Xavier Rajarathinam	
	Dr. S. Paul Raj	1-
	Dr. D. Leslin	
	Dr. K. Parthiparaja	7
	Mrs.A.Josephine Sahaya Mala	Spol
	Mr. A. George Louis Raja	Asie _
	Mr. V. Thomas Immanuel	A Comment
	Mr. S.U. Vasantha Kumar	Sv. Vasage
	Miss. S. Kalaiarasi	No. vo.
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Aftamolina
Physical Education	Mr. A. Bento Devaraj	1 Amount
Librarian	Mr. M. Selvam	o. a la long

IQAC Coordinator

Agenda

1. Prayer- Fr. Principal

2. Library Audit Report - Mr. Selvam

3. Physical Education Audit Proposal - Dr. L.Ravi.

4. NAAC Status -Dr. S. Sagayaraj

Station: Tirupattur
Date: 28/11/2017

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 28.11.2017 at 2.45 p.m. in Board Room.



Kindly make it convenient to attend.

IQAC Meeting		
Date: 28/11/2017	Time: 2.45 pm to 3.45 pm	Place : APRC
Mei	nbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	800 months
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Wy.
Vice Principal and COE	Rev. Dr. Praveen Peter	Plag11117
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	Ms.
IQAC Coordinator	Dr. S. Sagayaraj	301214
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	en Lak
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	RR.
Member (Steering Committee Coordinator)	Dr. L. Ravi	66
IQAC Secretary	Mr. Vinoth Kanna	What some
Memebers	Dr. S.R. Xavier Rajarathinam	Some?
	Dr. S. Paul Raj	he is the second of the second
	Dr. D. Leslin	1/m
	Dr. K. Parthiparaja	Em
	Mrs.A.Josephine Sahaya Mala	Spole.
	Mr. A. George Louis Raja	1000
	Mr. V. Thomas Immanuel	A. C
	Mr. S.U. Vasantha Kumar	SUNDON
	Miss. S. Kalaiarasi	18 de la constant de
Office Representative	Mr. S. Jayaraju	G. Dwy
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Alanslans

Agenda

- 1. Prayer Fr. Principal
- 2. Presentation Library Audit Report Dr. S. Sagayaraj.
- 3. Presentation of Physical Education Audit -Dr. L. Ravi.
- 4. NAAC Status Dr. S. Sagayaraj.

Station: Tirupattur
Date: 20/11/2017



III. DISCUSSIONS OF THE MEETING

- Rev. Dr. D. Maria Antony Raj, Principal initiated the meeting with a prayer. He prayed to the Almighty God, to bless the intentions of Steering committee members and their efforts towards the preparation of SSR.
- Dr. S. Sagayaraj welcomed the IQAC members and briefed the agenda of the meeting.

1. Discussions / Suggestions

- Rev. Dr. Praveen Peter suggested that, the college to adopt the nearby libraries and help them to develop their infrastructure.
- Dr. L. Ravi suggested that, MOU's can signed between the college and the Public libraries. Fr. Principal acknowledged the same.
- Dr. L. Ravi suggested to the Physical Director that, data collection should be done for the past five years to conduct Physical Education audit. He also proposed that all the unique activities like sports council, student representative meetings and feedbacks from sports persons can be included in the audit process.
- Dr. L. Ravi clarified that external audit members will play a major role in the Physical Education audit panel.
- Fr. Stanislaus suggested that financial policy statement, Budget and stock maintenance reports must be included in the Physical education audit report. Also he suggested that a Physical directress can be appointed for leading the women students' participation in sports.
- Fr. Principal asked to prepare a roadmap for uploading of SSR document and Dr. S. Sagayaraj assured for the same.
- Rev. Dr. K.A. Maria Arokiaraj suggested that an e-mail acknowledgement shall be triggered immediately from IQAC for all the received mails.

IV. DECISIONS OF THE MEETING

- Fr. Principal suggested that the criterion members should collect all the required documents from respective departments at the earliest.
- Dr. S. Sagayaraj accepted to send a reply mail to the all received mails.

Greetings from the IQAC, Sacred Heart College, Tirupattur! The IQAC Meeting will be held on 20.12.2017 at 2.45 p.m. in Board Room. Kindly make it convenient to attend.

IQAC Meeting		
Date: 20/12/2017	Time: 2.45 pm to 3.45 pm	Place : APRC
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	ales.
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	\u\cdots
Vice Principal and COE	Rev. Dr. Praveen Peter	20
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	1 No
IQAC Coordinator	Dr. S. Sagayaraj	4
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	Copy
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	258
Member (Steering Committee Coordinator)	Dr. L. Ravi	W
IQAC Secretary	Mr. Vinoth Kanna	M.
Members	Dr. S.R. Xavier Rajarathinam	& mani
	Dr. S. Paul Raj	1
	Dr. D. Leslin	Jay
	Dr. K. Parthiparaja	
	Mrs.A.Josephine Sahaya Mala	Spot
	Mr. A. George Louis Raja	Dos
	Mr. V. Thomas Immanuel	2
	Mr. S.U. Vasantha Kumar	S.v.Vason
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jayaraju	(M)
Project Officer	Mr. T. Selvam	D.
Student Representative	Rev. Fr. Stanislaus	Alternation

Agenda

- 1. Prayer Fr. Principal
- 2. Presentation Library Student Survey Report
- 3. Presentation of Physical Education Audit Mr. A. Bento Devaraj.
- 4. ODD Semester evaluation of Non-Academic Associations, Lab & Services.
- 5. ODD Semester evaluation of CQC.
- 6. Template for Alumni feedback survey
- 7. Template for outgoing students Exit survey.
- 8. College Anthem
- 9. NAAC Status.

Station: Tirupattur
Date: 20/12/2017

Greetings from the IQAC, Sacred Heart College, Tirupattur! The IQAC Meeting will be held on 22.01.2018 at 2.45 p.m. in Board Room. Kindly make it convenient to attend.

	IQAC Meeting	
Date: 22/01/2018	Time: 2.45 pm to 3.45 pm	Place : APRC
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Down
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Canal Canal
Vice Principal and COE	Rev. Dr. Praveen Peter	80 X
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	
IQAC Coordinator	Dr. S. Sagayaraj	asport.
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	a hu
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	018
Member (Steering Committee Coordinator)	Dr. L. Ravi	12.
IQAC Secretary	Mr. Vinoth Kanna	Vint
Members	Dr. S.R. Xavier Rajarathinam	Man
	Dr. S. Paul Raj	1 (0000)
	Dr. D. Leslin	
	Dr. K. Parthiparaja	
	Mrs.A.Josephine Sahaya Mala	Spole
	Mr. A. George Louis Raja	
	Mr. V. Thomas Immanuel	
	Mr. S.U. Vasantha Kumar	S.V. Vasan
	Miss. S. Kalaiarasi	102
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Attamilina

Agenda

- 1. Prayer Fr. Principal
- 2. Library Audit Student Survey Report.
- 3. CQC Evaluation Report, Dec, 2017
- 4. Convocation Registration Online.
- 5. Physical Education Department Student Survey and Status.
- 6. COE Audit Question Paper Audit Dr. L. Ravi.
- 7. Research Day- Dr. L. Ravi.

Station: Tirupattur : 20/01/2018 Date

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 23.02.2018 at 2.45 p.m. in Board Room. Kindly make it convenient to attend.

IQAC Meeting		
Date: 23/02/2018	Time: 2.45 pm to 3.45 pm	Place : APRC
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	Samin
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Not able to come NV. Association Val
Vice Principal and COE	Rev. Dr. Praveen Peter	PP - N
Vice Principal (Shift II)	Rev. Dr. G. Theophil Anand	Mr.
IQAC Coordinator	Dr. S. Sagayaraj	2 2 1 V
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	a Lest
IQAC Assistant Coordinator – 2	Dr. S. A. Martin Britto Dhas	RW
Member (Steering Committee Coordinator)	Dr. L. Ravi	W
IQAC Secretary	Mr. Vinoth Kanna	Nut ame.
Members	Dr. S.R. Xavier Rajarathinam	thm"
	Dr. S. Paul Raj	1 ·
	Dr. D. Leslin	Thy
	Dr. K. Parthibaraja	ENS
	Mrs.A.Josephine Sahaya Mala	Sold.
	Mr. A. George Louis Raja	De
	Mr. V. Thomas Immanuel	Anne
	Mr. S.U. Vasantha Kumar	su. Vasand
	Miss. S. Kalaiarasi	AND
Office Representative	Mr. S. Jayaraju	5. Jums
Project Officer	Mr. T. Selvam	900
Student Representative	Rev. Fr. Stanislaus	AAAmstens

Agenda

- 1. Prayer Fr. Principal
 - 2. Question Paper Audit Dr. L. Ravi
 - 3. Ph.D. Viva Voce.
 - 4. Exit Survey for Final Year Students.
 - 5. Progress of SSR.

Station: Tirupattur
Date: 16/02/2018

Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 15.03.2018 at 2.45 p.m. in Board Room.Kindly make it convenient to attend.

IQAC Meeting		
Date: 15/03/2018	Time: 2.45 pm to 3.45 pm	Place : APRC
Mer	nbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	De marine
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Wy.
Vice Principal and COE	Rev. Dr. Praveen Peter	1
Vice Principal (Shift II)	Rev. Dr.G.TheophilAnand	
IQAC Coordinator	Dr. S. Sagayaraj	3344
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	a leuk.
IQAC Assistant Coordinator – 2	Dr. S. A. Martin BrittoDhas	242
Member(Steering Committee Coordinator)	Dr. L. Ravi	64
IQAC Secretary	Mr. Vinoth Kanna	Vml Jame
Members	Dr. S.R. Xavier Rajarathinam	Quen's
	Dr. S. Paul Raj	1
	Dr. D. Leslin	Un Un
	Dr. K. Parthiparaja	6M
	Mrs.A.JosephineSahaya Mala	Spå.
	Mr. A. George Louis Raja	COX8
	Mr. V. Thomas Immanuel	Sprile
	Mr. S.U. Vasantha Kumar	
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	Hamshir

Agenda

- 1. Prayer- Fr. Principal
- 2. Physical Education Audit Report
- 3. New Guidelines for Students Satisfactory Survey
- 4. Question Paper Audit Dr. L. Ravi
- 5. Non-Teaching Staff Assessment Dr. L. Ravi
- 6. Teaching Staff Assessment.
- 7. Plagiarism Certificate Dr. S.R. Xavier

Station: Tirupattur
Date :15/03/2018

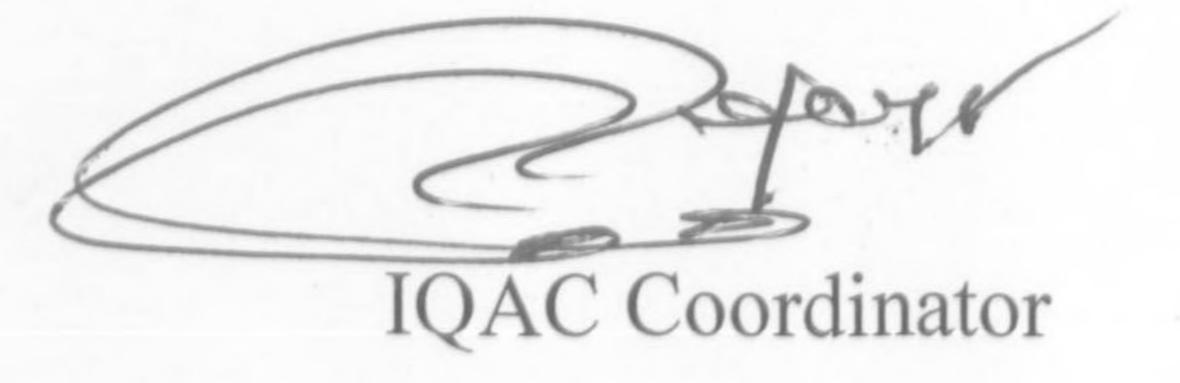
Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 15.03.2018 at 2.45 p.m. in Board Room.Kindly make it convenient to attend.

	IQAC Meeting		
Date: 15/03/2018	Time: 2.45 pm to 3.45 pm	Place : APRC	
Men	nbers	Signature	
Principal	Rev. Dr. D. Maria Antony Raj	Dang	
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Lex.	
Vice Principal and COE	Rev. Dr. Praveen Peter	80	
Vice Principal (Shift II)	Rev. Dr.G.TheophilAnand	M	
IQAC Coordinator	Dr. S. Sagayaraj	ast a	
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	el ful	
IQAC Assistant Coordinator – 2	Dr. S. A. Martin BrittoDhas	RAP	
Member(Steering Committee Coordinator)	Dr. L. Ravi	Tol.	
IQAC Secretary	Mr. VinothKanna	Who an	
Members	Dr. S.R. Xavier Rajarathinam	8mi	
	Dr. S. Paul Raj		
	Dr. D. Leslin	Ja -	
	Dr. K. Parthiparaja	Bl. vnin 52rny	
	Mrs.A.JosephineSahaya Mala	Spole	
	Mr. A. George Louis Raja	DR	
	Mr. V. Thomas Immanuel	And C	
	Mr. S.U. Vasantha Kumar	S. V. Vasan	
	Miss. S. Kalaiarasi		
Office Representative	Mr. S. Jayaraju	(a)	
Project Officer	Mr. T. Selvam		
Student Representative	Rev. Fr. Stanislaus	Allonithur,	

- Agenda 1. Prayer- Fr. Principal
 - 2. Physical Education Audit Report
 - 3. New Guidelines for Students Satisfactory Survey
 - 4. Question Paper Audit Dr. L. Ravi
 - 5. Non-Teaching Staff Assessment Dr. L. Ravi
 - 6. Teaching Staff Assessment.

Station: Tirupattur Date :13/03/2018



SACRED HEART COLLEGE (AUTONOMOUS), TIRUPATTUR, VELLORE DIST.

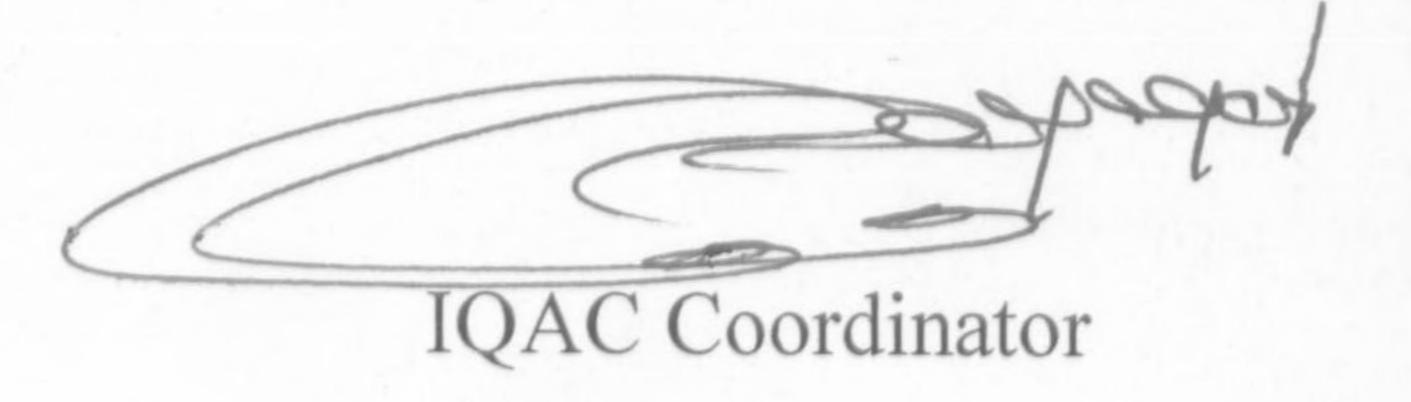
Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 17.04.2018 at 10.00 a.m. in Board Room.Kindly make it convenient to attend.

	IQAC Meeting	
Date: 17/04/2018	Time: 10.00 am to 11.00 am	· Place : APRC
Me	mbers	Signature
Principal	Rev. Dr. D. Maria Antony Raj	De la
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	Wy.
Vice Principal and COE	Rev. Dr. Praveen Peter	122
Vice Principal (Shift II)	Rev. Dr.G.TheophilAnand	16
IQAC Coordinator	Dr. S. Sagayaraj	2 2 A A CO
IQAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	
IQAC Assistant Coordinator – 2	Dr. S. A. Martin BrittoDhas	
Member(Steering Committee Coordinator)	Dr. L. Ravi	6
IQAC Secretary	Mr. VinothKanna	
Members	Dr. S.R. Xavier Rajarathinam	200
	Dr. S. Paul Raj	
	Dr. D. Leslin	My
	Dr. K. Parthiparaja	
	Mrs.A.JosephineSahaya Mala	
	Mr. A. George Louis Raja	
	Mr. V. Thomas Immanuel	
	Mr. S.U. Vasantha Kumar	
	Miss. S. Kalaiarasi	
Office Representative	Mr. S. Jayaraju	3-11
Project Officer	Mr. T. Selvam	Dhr.
Student Representative	Rev. Fr. Stanislaus	

- 1. Prayer- Fr. Principal
- 2. Evaluation of IQAC 2017-18
- 3. AQAR 2017-18
- 4. IQAC Plan for 2018-19
- 5. Status of IIQA & SSR

Station: Tirupattur Date :12/04/2018



Greetings from the IQAC, Sacred Heart College, Tirupattur!

The IQAC Meeting will be held on 17.04.2018 at 10.00 a.m. in Board Room.Kindly make it convenient to

	IQAC Meeting	
Date: 17/04/2018	Time: 10.00 am to 11.00 am	Place : APRC
Members		Signature
rincipal	Rev. Dr. D. Maria Antony Raj	
Additional Principal	Rev. Dr. K.A. Maria Arokiaraj	W.
vice Principal and COE	Rev. Dr. Praveen Peter	PP.
Vice Principal (Shift II)	Rev. Dr.G.TheophilAnand	/
QAC Coordinator	Dr. S. Sagayaraj	Le person
QAC Assistant Coordinator – 1	Dr. G. Britto Antony Xavier	a dut
QAC Assistant Coordinator – 2	Dr. S. A. Martin BrittoDhas	2th .*
Member(Steering Committee Coordinator)	Dr. L. Ravi	
[QAC Secretary	Mr. VinothKanna	Nut ami
Members	Dr. S.R. Xavier Rajarathinam	
	Dr. S. Paul Raj	
	Dr. D. Leslin	Just
	Dr. K. Parthiparaja	
	Mrs.A.JosephineSahaya Mala	
	Mr. A. George Louis Raja	
	Mr. V. Thomas Immanuel	2-
	Mr. S.U. Vasantha Kumar	S.v. Vasas
	Miss. S. Kalaiarasi	100
Office Representative	Mr. S. Jayaraju	
Project Officer	Mr. T. Selvam	
Student Representative	Rev. Fr. Stanislaus	

Agenda

- Prayer- Fr. Principal
 Evaluation of IQAC 2017-18
- 3. AQAR 2017-18
- 4. IQAC Plan for 2018-19
- 5. Status of IIQA & SSR

Station: Tirupattur Date :17/04/2018 FOAC Coordinator