

St. John's College, Palayamkottai.
IQAC - Steering Committee Meeting

Minutes of the IQAC - Steering Committee of St. John's College held at 12.30 p.m. on 5.7.2019 in the Principal's room to discuss about the IQAC-XQAR of online submission and the preparation of SSR - NAAC Accreditation 2019.

Members Present:

Signature:

1. Dr S John Kennedy Velumathan
Principal.

John Kennedy
5/7/19

2. Dr A Huyen Asst.
NAAC - Coordinator

A. Huyen

3. Dr A Anil Gnanam
IQAC - Co-ordinator & Criteria II

A. Anil Gnanam
5/7/19

4. Dr B Sowahar Samuel
Vice-Principal

B. Sowahar Samuel
5/7/19

5. Dr P Rajesh Anantha Selvan
Bursar & Criteria I

P. Rajesh Anantha Selvan
5/7/19

6. Dr R Jeyasundararaj
Research Co-ordinator (Arts)

7. Dr S Suthakar Isaac
Research Co-ordinator (Science) & Criteria III

S. Suthakar Isaac
5.7.19

8. Dr Ezhimathi Sophia
Criteria IV

E. Ezhimathi Sophia
5/7/19

9. Dr T Samson Joe Bhukataran
Asst. Prof. of Commerce & Criteria IV

T. Samson Joe

10. Dr D. Paramanatha Sarambless
Asst. Prof. of Zoology & Criteria IV

D. Paramanatha

11. Dr B Benson Thilagar Christodore.
Asst. Prof. of English & Criteria V

B. Benson Thilagar

12. Mr S Christopher Jacob.
Asst. Prof. of Eng. & Criteria V

S. Christopher Jacob

13. Mr S David Gnanaraj.
Asst. of Economics & Criteria V

S. David Gnanaraj

14. Dr G S Grace Prema.
Asst. of Maths & Criteria VI

G. S. Grace Prema
5/7/19

15. Dr A Abiya Chellaviah.
Asst. IQAC Co-ordinator & Criteria VII

A. Abiya Chellaviah
5/7/19

16. Mr A Kramapa Seye
Superintendent

A. Kramapa Seye

17. Mrs B. Sarojini
Steno-Typist - IQAC NAAC

B. Sarojini

Minutes

The meeting began with a word of prayer offered by Dr. G.S. Grace Prema, Associate Professor of Mathematics.

The Principal Dr. S. John Kennedy welcomed the members and gave an introduction.

to the online courses offered by MOOCs and the ways to register for a course individually.

He also requested the staff members to encourage the students to join the MOOCs online courses. He also assured the members that the Chennai connections (Internet) will be provided to the Research Centres of various Departments, through which around 60 computers will be given internet and Wi-Fi connections.

The Principal highlighted the following:

- 95% of the data collection in Criterion I was over.
- Academic calendar for five years has been prepared for Criterion II.
- Staff members will be encouraged and guided in the proper way to publish in valid journals that have H-Index and Indian Citation Index. In addition to this, they will be directed to publish their scholarly articles in UGC Care listed journals (Criterion III).
- More number of computers with Internet connections will be given to facilitate better access to the students as prescribed in Criterion IV.
- Criterion V is on the verge of completion.

- the data concerning Criterion VI is almost ready.

- with few modifications, Criterion VII is ready.

The meeting came to an end with a word of prayer by Dr. A. Arul Ganam, Associate Professor of Physics.

Dr. A. Arul Ganam
5/3/2019
Dr. A. Arul Ganam
IQAC COORDINATOR
ST. JOHN'S COLLEGE
PALAYAMKOTTAI

J. John
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.

St. John's College, Palayamkottai
IQAC - Committee Meeting

Minutes of the IQAC - Committee of St. John's College held at 12:30 PM on 10.09.2019 in the Principal's room to discuss about the IQAC - AQAR online submission and NAAC-SSR preparation.

Members Present:

	<u>Signature</u>
① Dr. S. JOHN KENNEDY	✓, Vol. 11
② Dr. A. ALWYN ASIR NAAC Co-ordinator	Alwyn
③ Dr. A. ARUL ANANDAM IQAC Co-Director	Arul
④ J. David Ganaraj	J. David
⑤ Dr. T. Edwin Desai	Edwin
6 Dr. T. Suresh Joe Divakaran	T. Suresh
7 Dr. D. Paramasanthi Swami Dass	D. Paramasanthi
8 Dr. A. Joshua Kirubakaran	A. Joshua
9. Dr. S. Suthakar Isaac	S. Suthakar
10. Dr. D. Abiya Chelliah	D. Abiya
11. Dr. C. Raja Singh Haniston	C. Raja Singh
12. T. STANLEY DAVIS NAAC	T. Stanley

Minutes

The meeting started with a word of prayer by Dr. A. Alwyn Asir. The Principal welcomed the staff members and discussed the NAAC related activities. The following were discussed:

- * Dr. A. Arulnadam, the person in-charge of Criteria II Teaching - Learning and Evaluation spoke on the following.
 - Teacher's profile and quality should be improved.
 - Student's diversity needs improvement, we need to admit students from other states and even countries for our development.
 - Students could be admitted from other states with the help of missionary organizations and through website.
 - He also stated that we need to improve our publications by publishing in Scopus indexed journals.
 - We have also brought out many publications in our college with poor or no indexing but with ISSN/ISBN journals/books which is available with IQAC was also discussed.
 - Students Satisfaction Survey data must be collected by Department wise.
 - For the uplift of the College, barcode and automation are in progress.
- * Dr. S. Suthakar Isaac, the person in-charge of Criteria III, Research, Innovations and Extension explained the following.

- He insisted that research publications must come only through journals. Web of Science, Scopus, Elsevier, Research Guides and Scholars is insisted.
- Online Courses are available in the UGC-MOOCs Platform, all the Faculty, Research Guides and Scholars must be enrolled in them is as essential for the upliftment of our faculty Career advancement and also our College.
- He encouraged the Staff, the Research Guides and the Scholars to join UGC-MOOCs programmes to find a progress in their academic Career.
- St. John's College can get ISBN No's to publish books.
- Another important need for Research is to be created with more no. of MOUs, Collaborations, Linkages and Extension Activities from each department and also the Research guides must initiate the IPR and Executive Development Programme.

The meeting came to an end by the proposal of Vote of Thanks and Prayer offered by Dr. A. Arul Gnanam.

Dr. A. Arul Gnanam
18/11/2019
IGAC COORDINATOR
ST. JOHN'S COLLEGE

A. Arul Gnanam
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.

St. John's College, Palayamkottai - 2.
NIRF 2020 Committee Meeting.

Minutes of the NIRF-2020 Committee meeting of St. John's College, held at 12.30 p.m. on 18.09.2019 in the Principal's Room to discuss and concentrate seriously about NIRF 2020 for Rankings and how to reach our goals successfully.

Members Present:

1. Dr S John Kennedy Vethanathan
Principal

Signature:

[Signature]

2. Dr A Alwyn Asir
NSAC Coordinator

[Signature]

3. Dr A Arul Gnanam
IQAC - Co-ordinator - I Criteria-II

[Signature]

4. Dr P Augustus Robinec
NIRF Coordinator

[Signature]

5. Dr P Rajesh Ananthaseelan
Bursar & Criteria-I

[Signature]

6. Dr S Suthakar Isaac
Criteria - II

[Signature]

7. Dr Elizabeth Sophia
Criteria IV

[Signature]

8. Dr B Beneson Thibagar Christadass
Criteria - V

9. Mr A David Gnanaraj
Criteria VI

10. Mr G S Grace Pious
Criteria VII

11. Mr A Abiya Chelliah
Asst. Coordinator & Criteria VII

[Signature]

12. Dr A Joshua Kirubakaran
Librarian

[Signature]

13. Dr T Samson Joe Chinnakara
Criteria IX

[Signature]

14. Mr A Paramanathan Swami Das
Criteria IX

[Signature]

15. Mrs A Kanaga Deyo
Superintendent

[Signature]
18/9/19

16. Mrs B Sarojini
Steno-Typist for IQAC-NSAC

[Signature]
18/9/19

17. Dr. D. Lora

minutes

The meeting began with a word of prayer by Dr. Elizabeth Sophia. The principal welcomed the members and gave an introduction to NIRF and its ranking procedures. Other matters concerning the uploading of AAP and SSR were also discussed. The NIRF coordinator of our college Dr. P. Augustus Robinec briefly explained about the status of our college.

regarding NIRF.

The following resolutions were arrived under various Criteria:

- Library details for each Department are to be collected and text books to be purchased for the blind along with Audio CDs and Braille books. The Library may be opened all the days from 7 am to 7 pm.
- Tricycles and wheel chairs are to be purchased for the physically challenged students. Name boards comprising the names of the faculty members, retired staff members, Outstanding Students' details etc. are to be made and fixed in each department. The Alumni Association meeting to be conducted in each department. Consultancy and Counselling Centre to be established in each department.
- Programmes on Soft Skills to be conducted for the final year students. ICT Interactive Panel for each department with camera provision to record e-resources/ lectures. IQAC Programme for teaching and non-teaching staff to be initiated. The meeting came to an end with a word of prayer by Mrs. Karaga Teja, Office Superintendent.

Dr. A. Arulgnanam
18/9/2019
Dr. A. Arulgnanam
IQAC COORDINATOR
ST JOHN'S COLLEGE
PALAYAMKOTTAI

V. Lakshmi
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002

St. John's College, Palayamkottai - 2
 IQAC Steering Committee Meeting

Minutes of the IQAC Steering Committee of the St. John's College, Palayamkottai held at 12-30 p.m. on 24.09.2019 in the Principal's Room to discuss about the IQAR Report - online submission and the preparation of 33A NAAC reaccreditation 2019.

Members Present:

Signature:

1. Dr. S. John Kennedy Vethanathan
Principal.
2. Dr. A. Alwyn Asin
NAAC Coordinator
3. Dr. A. Arul Gnanan
IQAC - Coordinator & Criteria II
4. Mr. P. Rajesh Ananthaswaran
Bursar & Criteria I
5. Dr. S. Sathakur Isaac
Research Co-ordinator & Criteria III
6. Dr. P. Chidambaram Sathya
Criteria IV
7. Mr. B. Beneson Thilagar Christodoss
Criteria V
8. Mr. J. David Gnanaraj
Criteria VI

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[Signature]

9. Mr. G. S. Grace Prasad
Criteria VII

10. Dr. A. Arun Chellam
Asst. Coordinator IQAC & Criteria VII

11. Mr. P. Augustus Robinson
NICE Coordinator

[Signature]

12. Mr. A. Joshua Kimbarkaran
Librarian

[Signature]

13. Mr. T. Samson Joe Whinakaran
Criteria IV

[Signature]

14. Mr. D. Paramanatha Swami Bell
Criteria II

[Signature]

15. Mr. A. Kannaga Iyaz
Superintendent

16. Mr. B. Sarojini
Steno for IQAC - NAAC

17. *[Signature]*

Minutes:

The meeting began with a word of prayer said by Dr. A. Alwyn Asin. The Principal Dr. S. John Kennedy gave an introduction on the various Criteria of NAAC and the progress report preparation. In the meeting, it was resolved to encourage the faculty members to participate in international conferences by providing them 30% travel grant.

It was also proposed to grant seed money for the faculty researchers and research scholars for carrying out viable research projects in the academic year 2019-20.

It was proposed to conduct a programme with ICT Interactive Panel for all the faculty. It was resolved to purchase good quality SLR/video camera and also to adopt a village by each department.

In addition to these, the following resolutions were taken on various criteria for NAAC:

- Criterion I: Data collection and tabulation were completed and it was resolved to collect all the other records regarding Criterion I.
- Criterion II: It was resolved to enter the marks of CIA in the Student Portal of our website. It was resolved to collect the details about Counselling and Remedial Measures.
- Criterion III: It was resolved to motivate the faculty members to publish their research articles in some refereed journals and books with ISSN, ISBN etc. Awards to the teaching staff are to be listed out for each academic year. List of collaborations is to be provided by the faculty members.
- Criterion IV: Text books including reference books, and e-books found in the Central Library and department library are to be listed out.

- Criterion V: It was proposed to collect data for the ABAR with details about the students who have joined for higher studies, appearing for Competitive Examinations and students who have gone for jobs.
- Criterion VI: It was resolved to conduct the Green Audit and Annual Academic Audit.
- Criterion VII: It was resolved to conduct as many programmes as possible on Gender Equality, Women Empowerment, Eve-Teasing prevention etc.

The meeting came to an end with the proposal of the vote of thanks and a word of Prayer by Dr. A. Arul Gnanam.

Dr. A. Arul Gnanam
24/9/2019
Dr A. Arul Gnanam
IQAC COORDINATOR
ST JOHN'S COLLEGE
PALAYAMKOTTAI

V. J. J. J.
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 062.

IQAC Sponsored Faculty Development Programme
St. John's College, Palayamkottai - 2
IQAC/NAAC/NIRF 2020 Meeting Minutes

Minutes of the NIRF-2020 Committee Meeting of the St. John's College, held at 11.15 a.m. on 03-10-2019 in the English Department Research Centre to discuss and concentrate seriously about NIRF 2020 for Rankings and how to reach our goals successfully.

Members Present:

1. Dr S John Kennedy Velhanathan Principal *S. John Kennedy*
2. Dr A Alwyn Aris NAAC - Coordinator *Alwyn*
3. Dr A Arul Gnanam IQAC - Coordinator *Arul*
4. Dr P Rajesh Anandha Selvan Bursar *P. Rajesh*
5. Dr S Suthakar Isaac *S. Suthakar*
6. Dr B Anish Abraham *B. Anish*
7. Dr P Augustus Robine NIRF - Coordinator *P. Augustus*
8. Dr. Paramasankaran Suresh *P. Paramasankaran*
9. Dr. Stephenraj *Stephenraj*
Asst. Prof. Zoology
10. Dr. D. Kathiravan *D. Kathiravan*

11. C. Henrietta Johny Dept. of Mathematics *Henrietta*
12. S. VICTORIA VELVET DATSY Dept. of Maths *S. Victoria*
13. S. Daniel David Anuraj Dept. of Commerce *S. Daniel*
14. T. Srinivas Davis Mani Dept. of Commerce *T. Srinivas*
15. Dr. D. Abraham Commerce Dept. *D. Abraham*
16. Dr. T. Samuel Joe Durairam *T. Samuel*
17. Dr. D. Abiyachelliah Assistant IQAC - Coordinator *D. Abiyachelliah*
18. Dr. JIJAYA XAVIER PARTHIPAN *J. Jijaya*
19. Dr. G. ANTHEONY P. and Head, Dept of History & History *G. Anthony*
20. Dr. M. JOSEPHRAJ Asst. Prof. of History *M. Josephraj*
21. Dr. L. S. LOKACE PERMA Mend. + Asst. Prof. in Maths *L. S. Lokace*
22. Dr. B. JAWAHAR SAMUEL Associate Prof. & Head, Dept of Zoology *B. Jawahar*

- 23 Dr. T. Edwin Jacobless.
Assistant Professor of History *T. Edwin*
- 24 Dr. C. YESU. H.C.D.
DEPT OF TAMIL *Cyesu*
- 25 J. Jeyasingh
Assistant professor of History *J. Jey*
- 26 D. V. Shreea Rajakumari
Asst Prof. of Zoology *Shreea 3/10/19*
- 27 V. Sekaran *V. Sekaran*
- 28 M. Rajakumari *M. Raju*
- 29 W. Kerenhup Evangelin
Asst. Prof. of Zoology *W. Kerenhup*
- 30 Dr. J. Vijila (Dept of Zoology) *J. Vijila*
- 31 Dr. Tami Puri (Dept of Zoology) *T. Puri*
- 32 Mrs. D. Priscilla Kailpi (law) *D. Puri*
- 33 Mrs. G. Gomathi Sankar *G. Sankar*
- 34 Dr. K. Joseline Margaret Tamil *K. Joseline*
- 35 A. BENITA MERLINE GRACE
Asst Prof in Tamil *A. Benita*
- 36 T. Sujja Githay Dept of Tamil *T. Sujja*
- 37 Dr. R. Vithya Arise *R. Vithya*
- 38 Dr. K. VILVA *K. Vilva*
- 39 B. HEIL DAWSON *B. Heil*
- 40 Dr. V. Arora *V. Arora*

- 41 Mr. R. ROBERT Jeyaraj *R. Robert*
- 42 S. STALIN KAMARAJ *S. Stalin*
- 43 Dr. S. Arul Abir Abraham
(Asst Prof in Physics) *S. Arul*
- 44 J. AMAL. RAJAN (Eco) *J. Amal*
- 45 S. CHRISTOPHER JACOB
Asst. Prof. of English *S. Christ*
- 46 W. Rajanmal Rajitha Mary *W. Rajanmal*
- 47 ARUNA DELIGHT SANKSON
Asst. Prof. of English *Aruna*
- 48 V. JESU BINKARAT
Asst Prof of Economics *V. Jesu*
- 49 T. BARNABAS JACOB
Asst. Prof. of History *T. Barnabas*
- 50 V. JEBARANI MARISINGH
Asst. Prof. of History *V. Jebarani*
- 51 A. RATHINA PRASRU
Asst. Prof. of English *A. Rathina*
- 52 J. BETSY RAJNABAI
Asst Prof of Chemistry *J. Betsy*
- 53 S. HILDA MABEL
Asst Prof of Chemistry *S. Hilda*
- 54 P. Annie Sulochana
Department of Botany *P. Annie*
- 55 R. Selvakumari
Department of Botany *R. Selva*

56. Dr. M. AMUTHA
Assistant Professor of Botany. math
57. Dr. S. Shyamala Malini
Asst. Prof. Maths. R
58. D. NALINA PALINI
Associate Prof. of English. Subh.
59. J. Pinky Diana Evelyn
Asst. Prof. of English. Ph
60. Dr. R. Stella
Asst. Professor of History. R. S. S.
61. Dr. J. Subhashini
Assistant Professor of Mathematics. J. S. 3/10/19
62. R. Evangeline
Assistant Professor of Mathematics. R. S. S.
63. Dr. J. J. HELENA GRACIELIN
Asst. Professor of Taxonomy. J. J. Helena Gracelin
64. Dr. J. Winfred Jeba^{raj}
A.D. Chemistry. J. W. J.
65. S. PAUL DAVID SELVAN
Asst. Prof. of Botany. S. P. D. S.
66. S. DARWIN PAUL REDDAN
Asst. Prof. of Botany. S. D. P.

67. S. Samuel Jude Frank
Asst. Prof. of Eng. S. S. J. F.
68. C. Samuel
Asst. Prof. of English. C. S.
69. Dr. A. ANGEL ANILA
Asst. prof. of Economics. A. S. S.
70. Dr. G. S. GLADIS FREDDA
Asst. Prof. of Economics. G. S. F.
71. J. Robin Deepak
Asst. prof. of English. J. R. D.
72. J. TEGARAT KINGSLEY ZACHARIAH
Asst. Prof. of English. J. T. K. Z.
73. J. David Gnanapara
Asst. Prof. & HOD of Economics. J. D. G.
74. Dr. A. SURESH
Asst. Prof. of Economics. A. Suresh.
75. Dr. V. K. STANLEY RAJA
Asst. Prof. of Botany. V. K. S. R.
76. Dr. Paul Alex Abraham
Asst. Prof. of Physics. P. A. A.
77. Dr. JIVIJAYA XAVIER PARTHIPAN
ASSOCIATE PROFESSOR. J. X. P.
78. Dr. B. Felix Francis
B. F. F.

6. S. Aisha Glory Angel
Asst. prof. of English *S. Aisha*
7. A. VISAKHALAKSHMI
Asst. Prof. of English *Visalakshmi*
8. J. Sengasirigh
Asst. Prof. of Comp Sc. *J. Sengasirigh*
9. Dr. J. Kannala Juliet
Asst. prof. of Commerce *J. Kannala*
10. R.S.D. Arachia Mary
Asst. prof. of Commerce *D. Mary*
11. B. Edward Daniel
Asst. prof. of BCA, MSc(NITET) *B. Ed*
12. A. Bathsheba Parimala
Dept of BCA X M.Sc(NITET) *Bathsheba*
13. G. Priskilla
Dept of BCA X M.Sc(NITET) *Priskilla*
14. Dr. Jessica Selvaraj
Dept. of English (S/r) Puthan *Jessica*
15. Dr. G. Kail Samuel
Asst. Prof. Commerce *G. Kail Samuel*
16. E. Amera Trinita
Asst. Prof. of English *Trinita*

17. Dr. R. Murugesan
Associate Professor & Head
Dept. of Mathematics (SF) *R. Murugesan*
18. A. Abraham N.R. Singh
Dept of Health *A. Abraham*
19. Rani N. Selvan
Dept. of Math *R. Selvan*
20. P. Gino Metilda
Dept of Maths *P. Gino*
21. B. Jefferson
Dept of B.A *B. Jefferson*
22. T. Santhakumari
Dept of Maths *T. Santhakumari*
23. Dr. S. Dhanu Ramanan
Dept of Com. *S. Dhanu Ramanan*
24. L. ABRAHAM DAVID
Dept of BCA & MSc(NITET) *L. Abraham David*
25. K. Paul Joel
Dept of Eng. *K. Paul Joel*
26. D. Gladwin
Dept of Eng. *D. Gladwin*
27. S. Joun Augustine
Dept. of Maths *S. Joun Augustine*

28. Dr. D. Jeel Selvakumar
Dept. Commerce III
29. Mr. R. ARUL ANANTHAN
Dept. of Mathematics
30. Mr. S. SAM SANTHOSH
Dept. of Commerce (SF)
31. Mr. M. SAM VASANTHAKUMAR
Dept. of English (SF)
32. D. S. Ivan Jebakumar,
Dept. of Chemistry (S.F.)
33. Mr. C. PRABU DANIEL
Dept. of Mathematics
34. K. APPASAMY,
Dept. of BCA
35. J. THOMAS JEREMIAH
Dept. of BCP
36. S. IMMANUEL
Dept. of BCA
37. R. ALVIN NIKHIL SURESH
Commerce
38. P. S. DEVADASS
Tamil Dep.

39. Dr. N. Sankaranarayagam
Dept. of B.Com (H)
40. D. David Urate
Dept. of C.S
41. V. Anukar Kauba
42. J. Shanili BCA
43. S. Asha Jebamany
44. Dr. D. Janis Bibayana
45. K. Jasmine Thangamani
46. K. Vishvanthini
47. V. Sigliya Sathisibai
48. J. Anita
49. C. Rosy
50. A. Kamalamb
51. S. Grace
52. S. Sheeba
53. P. Swarnamari (Economics)
54. D. S. Christy
55. K. Christy Jerni
56. J. Ruby Jernima
57. S. Navarna
58. R. Ramalakshmi
59. C. Morris, Dept. of Electronics
60. A. Jino Livingston, Dept. of Chemistry

Minutes

The meeting started with a word of prayer offered by Dr. G. S. Grace Pema, Associate Professor of Mathematics. The Principal Dr. S. John Kennedy welcomed the staff members and gave some important points to remember regarding NAAC. He highlighted some points concerning the upload of AAR and SSR.

He insisted the staff members to contribute their time in NAAC related works. He stated that uploading process of AAR for the year 2018-19 may come to an end by October 2020.

The Principal, also pointed out some areas which our college is lagging. He insisted the staff members to plan and conduct the Alumni meetings in their departments so that we can get some important data concerning Criterion 5.

He insisted the staff members to publish their research articles in indexed journals as many as possible. Also, he gave a suggestion to go for collaboration with two other colleges for added credits. He informed the staff members that the Governing Board of our college has decided to disburse 30% of the expenses spent by the staff members who attend International ~~conf~~ conferences abroad.

Also, the Principal discussed the importance of ICT in Teaching-Learning and the latest trend in modern technology. He informed that the Interactive Control Panels have been installed in the Department of Chemistry and Music Room.

Further, Dr. D. Abiya Chelliah, Dr. M. Daniel Sweetin and Mr. D. Jim Livingston explained the working methods of the Interactive Control Panels and they have conducted practical sessions using the Interactive control panels so that all the staff members can use it further to handle classes.

The meeting came to an end by the vote of Thanks proposed by Dr. A. Alwyn Asir, NAAC Coordinator.

The same meeting was ~~also~~ organised for the self-financed ^{stream} staff members in the afternoon session. This session began with the Welcome Address by Dr. P. Augustus Robince.

The Principal stated the mandatory need of NAAC Accreditation and NIRF Ranking for further developments. Further, he discussed the importance of Interactive Control Panel in Teaching-Learning Process. Hands on training was given to the staff members as like the one which was done in the morning session.

The meeting came to an end by the proposal of vote of Thanks by Dr. A. Alwyn Asir.

Dr. A. Arulnagar
31/10/2019
Dr. A. Arulnagar
NAAC COORDINATOR
ST. JOHN'S COLLEGE
PALAYAMKOTTAI

V. John
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.

St. John's College, Palayamkottai
IQAC Steering Committee Meeting

Minutes of the IQAC Steering Committee of St. John's College, Palayamkottai held at 10.20 a.m. on 19-10-2019 in the Principal's Room to speed up the IQAR online submission and the preparation of SSR NAAC - Accreditation 2019 process with staff.

Members Present:

1. Dr. S. John Kennedy Vethanathan
Principal. *1. John Kennedy 19/10*
2. Dr. A. Arul Gnananathan
IQAC - Coordinator *18/10/2019*
3. Dr. P. Augustus Robince
NIRF Co-ordinator *P. Aug. R.*
4. Mr. D. Jim Livingston
Dept of Chemistry *Jim Livingston*
5. Mr. S. Samuel Jude Frank
Dept of English *S. Samuel*
6. Mr. J. David Gnanaraj
Dept. of Economics *J. David*
7. Dr. S. Suthakaran Isaac
Dept. of Zoology *S. Suthakaran*
8. Dr. D. Panamandath Swaminoss
Dept of Zoology *D. Panamandath*

9. Dr. P. Rajesh Anantha Selvan *Dr. P. Rajesh*
Bursar.

Minutes

The meeting began with a word of prayer by Mr. D. Jim Livingston, Asst. Professor of Chemistry. The Principal, Dr. S. John Kennedy welcomed the gathering and discussed the importance of Students' Progression in view of NAAC upgradation.

Dr. P. Augustus Robince, stated that there is a meager number of records regarding the Students' Progression and further he requested the staff members to speed up the process of updating the records concerning the Students' progression.

Further, the IQAC Coordinator Dr. A. Arul Gnananathan stated that, one staff member from each department should be deputed exclusively to collect the information regarding the Students' progression. Every department should work diligently in the regard.

Dr. S. Suthakaran Isaac, Associate Professor of Zoology requested the Principal to insist all the staff members to publish their research articles in indexed journals and further he requested the Principal to send a circular to the staff members to submit the details of their previous publications.

Dr. P. Rajesh Anantha Selvan explained the progress of Criterion 1. He requested the Principal to send circular to the staff members to submit the course plans as it is very important and also a big work to be compiled for uploading.

The Principal, Dr. S. John Kennedy assured to send circular to the staff members regarding the Course Plans and their Paper Publications. The meeting came to an end with the proposal of Vote of Thanks by the Principal.



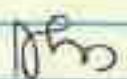





Dr. A. Arulgnanam
19/10/2019
Dr. A. Arulgnanam
IQAC COORDINATOR
ST JOHN'S COLLEGE
PALAYAMKOTTAI

S. John Kennedy
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002

St. John's College, Palayamkottai IAAC initiated Meeting.

Minutes of IAAC Meeting held at 4:15 pm
on 26.10.2019 in the Principal's Room to create
a Parallel website to enhance the design of the
college website and to test certain feature related
to students portal.

Members Present:

1. Dr. S. John Kennedy Velmarathan
Principal. 
2. Dr. P. Rajesh Anantha Selvan
Bursar 
3. Dr. A. ARULGNANAM
IAAC Coordinator. 
4. Dr. M. Daniel Sweetlin 
5. B. Edward David
Dept. of B.A, MSc (N563) 
6. B. Jefferson
Dept. of B.A & M.Sc. N563 
7. B. Pravin Srinowmani
Department of Computer Science 
8. T. THOMAS JEBASINAH
Dept. of B.A. 

The meeting started with a word of prayer
by Dr. M. Daniel Sweetlin, Head of the Department
of Physics followed by a welcome address by
the Principal Dr. S. John Kennedy.

The Principal explained briefly about the
progress in getting the data for AAAR and SSR
upload. Further, he stated that there are some issues
in the college website regarding student access and
slow access of server.

Dr. Daniel Sweetlin suggested that, we can test
certain issues by creating a parallel website and
making it accessible by the users as there is loading
problem with the college server.

Mr. B. Jefferson, Head of the Department of Computer
Application also suggested the same and he further
added that the members who have called for the
meeting can form a team to create such a website
and test the features.

The IAAC Coordinator, Dr. A. Arulgnanam insisted
the members to give their ideas to the website
administration team in order to enhance the
quality of the college website.

Dr. Rajesh Anantha Selvan suggested that, they
can add some outstanding students in the
team of members so as to complete the task
in a speculated time period as we have not
much time. He added that financial support
may be given by the Management.

The Principal also suggested to Mr. Jefferson that he can add some students too in completing this task. Further he said that they can start making a blue print of the new website as soon as possible.

Further, the Principal insisted the members to give their technical support for the successful uploading of AAR and also the Self Study Report (SSR). The meeting ended with the proposal of Vote of Thanks by the IQAC Coordinator Dr. A. Arulgnanam.

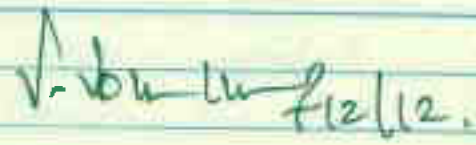






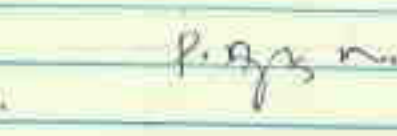
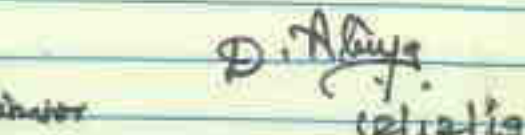
26/10/2019
Dr. A. Arulgnanam
 IQAC COORDINATOR
 ST. JOHN'S COLLEGE
 PALAYANKOTTAI

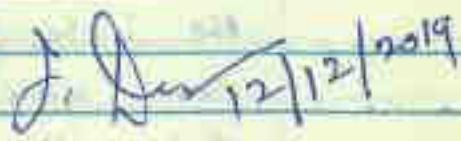


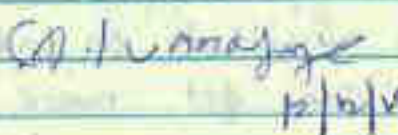

V. V. V. V.
PRINCIPAL
 ST. JOHN'S COLLEGE
 PALAYANKOTTAI - 627 002

St. John's College, Palayamkottai.
IQAC Initiative Meeting

Minutes of the meeting of IQAC - Initiative meeting of St. John's College, Palayamkottai held at 11.30 am in the Principal's Room to discuss about the AQAR report for uploading through online on 12-12-2019.

Members Present:

1. Dr. S. John Kennedy Velkannathan,
Principal.  12/12/19
2. Dr. R. Jaya Sundararaj,
HOD and Research Co-ordinator (Arts). 
3. DR. A. ALWYN ASIR,
NAAC Coordinator 
4. DR. A. ARUL GUNANAM
IQAC Coordinator  12/12/19
5. Dr. S. Suthakar Isaac
Research Co-ordinator (S)  12-12-19
6. Dr. R. S. GRACE PREMA
Head, Dept. of Mathematics  12/12/19
7. DR. G. ANDREWS
HOD, Dept of History.  12/12/19
8. Dr. P. AUGUSTUS ROBINCE
Asst. Prof. in Zoology, NIRC-co-ordinator. 
9. Dr. D. Abiya Chelliah
Asst. Prof. of Botany, Asst. IQAC coordinator  12/12/19

10. Dr. J. David Gnanaraj -
Asst. Prof. & Head of Economics Dept.  12/12/2019
11. Dr. P. Rajesh Anantha Selvan
Bursar 
12. Dr. A. Joshua Kirubakaran
Librarian  12/12/19
13. A. KANAGA SOYA  12/12/19
14. B. Sampath  12/12/19

The meeting began with a word of prayer offered by Dr. A. Alwyn Asir.

The Principal, Dr. S. John Kennedy welcomed the members present and gave a short introduction regarding the progress of getting data for AQAR and SSR.

The NAAC coordinator of our college, Dr. A. Alwyn Asir explained the importance of getting the NAAC Accreditation and the process of uploading the AQAR. He further insisted the members to act diligently in order to complete the uploading process of AQAR in a specified time period.

The IQAC Coordinator, Dr. A. Arul Gunanam suggested the members to speed up the process of getting the needed data of AQAR upload as we have a minimum time period. Further he insisted

the incharges of various Criteria to put some more effort in gathering exactly needed data. He suggested the incharges of various Criteria to monitor the work done in the IQAC office by the assistants allotted for them.

Dr. S. Suthakar Isaac, Research Coordinator for Science, suggested to look after the quality initiatives by the IQAC of our college and insisted to add more initiatives so that we can get more score.

Dr. R. Jaya Sundara Raj, Research Coordinator for Arts, suggested that we can depute some staff members from the Department of English for the completion of write ups for various Criteria.

Dr. D. Abiya Chelliah, Asst. Coordinator of the IQAC suggested that, we should make some new ideas in enhancing the infrastructure of the college and he further stated that we should conduct Green Audit and Energy Audit with reference to the Criteria 7.

The Librarian Dr. A. Joshua Kirubakaran stated that there is a lag in computerising the data of our library. He suggested that we can enhance the library software so that the library data can be easily digitalised and uploaded in our website for online access. Further he insisted the members to access the infolibrat often to make our college status active as it is very important in the accreditation process.

The principal insisted the members of the meeting and the incharges of various Criteria to speed up the process and show some progress in a week. Further he stated that all the details regarding the governance and administration of our college can be got from the administrative office with the help of the Office Superintendent Mrs. A. Kanaga Jeya. It is resolved to speed up the uploading process of AQAR.

The meeting came to an end with a word of prayer by Dr. G. S. Grace Prema and vote of thanks by the NAAC Coordinator, Dr. A. Alwyn Arin.

Dr. A. Arulgnanam
12/12/2019
Dr A. Arulgnanam
IQAC COORDINATOR
ST JOHN'S COLLEGE
PALAYANKOTTAI

V. V. V. V.
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYANKOTTAI - 627 002.

IQAC & Research Forum St. John's College Palayamkottai-2.

Minutes of The IQAC Initiative Programme on Swayam 1900s and National Digital Library meeting of St. John's College held at 11.15 a.m on 01.02.2020 in the College Auditorium

Members Present:

1. Dr. S. John Kennedy Vethanathan Principal. *John Kennedy*
2. Dr. I. Jeyaraj Sundar Singh *I. Jeyaraj*
3. Dr. B. Sankar Samuel *B. Sankar*
4. Dr. P. Rajesh Anantha Selvan *P. Rajesh*
5. LABRAHAM DAVID *Labraham*
6. R. Jeyaraj Sundar Raj *R. Jeyaraj*
7. DR. R. MURUGESAN *R. Murugesan*
8. S. PAUL DAVID LALAN (History) *S. Paul*
9. Dr. V.K. STANLEY RATA (Botany) *V.K. Stanley*
10. Dr. M. JOSEPHRAJ (Asst. Prof. of History) *M. Josephraj*
11. Dr. S. DAN RAMESH SINGH (Asst. Prof. of Commerce) *S. Dan*
12. Dr. D. JOEL SELVAKUMAR (Asst. prof. of Commerce) *D. Joel*
13. Mr. V. Selvan *V. Selvan*
14. Dr. A. Alwyn Dix *A. Alwyn*
15. Dr. S. Stalin Kamaraj *S. Stalin*
16. Dr. A. SURESH *A. Suresh*
17. Dr. J. David Gnanaraj *J. David*
18. Dr. A. PAUL DURAI SAMRAJ *A. Paul*
19. I. THOMAS JEBASIRAH *I. Thomas*
20. B. JEFFERSON *B. Jefferson*
21. K. APPASAMY *K. Appasamy*
22. S. IMMANUEL *S. Immanuel*

23. Jeyasanth J (Dept of Comp. Sc) *Jeyasanth*
24. A. Abraham N.R. Singh (Dept of Electronics) *A. Abraham*
25. D.S. IVAN JEBAKUMAR (Dept of Chem.) *D.S. Ivan*
26. B. ROBERT JEPAPPAUL (Economics) *B. Robert*
27. J. KINGSLEY EBENEZER TAMIN *J. Kingsley*
28. Dr. V. Aron (Economics) *V. Aron*
29. Pravin S. Narayanan B (Computer Science) *Pravin*
30. JESHA RAJAN (Mathematics) *Jesha*
31. ARUN ANANDHAN R. (Mathematics) *Arun*
32. S. JOHN AUGUSTINE S. (MATHEMATICS) *S. John*
33. A. RATHINA PRASAD (English) *A. Rathina*
34. P. Abiga Chelliah, Asst. Prof. of Botany *P. Abiga*
35. DR. C. ABRAHAM MUTHUKUMAR, Asst. Prof. Bot. *C. Abraham*
36. Dr. M. DANIEL SWEETLIN, Asst. Prof. Phys. *M. Daniel*
37. Dr. D. Arul Asir Abraham (physics) *D. Arul*
38. Dr. J. BARNABAS JACOB History *J. Barnabas*
39. V. JEBAMANI MONSINGH History *V. Jebamani*
40. Dr. A. Joshua Kumbharasam Librarian *A. Joshua*
41. T. Stanley Davis Mani Commerce *T. Stanley*
42. G. KAIL SAMUEL Commerce *G. Kail*
43. DR. A. KATHIRAVAN Dept of Economics *A. Kathiravan*
44. C. PRABU DANIEL (Maths) *C. Prabu*
45. J. AMAR. RAJAN Gnanadass *J. Amar*
46. I. Ravi Kumar KENNEDY Law *I. Ravi*
47. DR. C. YESU *C. Yesu*
48. Mr. K. Paul Joel - Dept of English (SF) *K. Paul*
49. Dr. C. Daniel Vetharigam - Dept of English (SF) *C. Daniel*
50. D. Gladwin - Dept of English (F) *D. Gladwin*
51. R. David Uva Jeyaraj *R. David*
52. DR. D. STEPHENRAJ *D. Stephenraj*
53. Prof. J. Jeyasingh (Dept of Hindi) *J. Jeyasingh*
54. Dr. V. JESU MANICKARAJ - Dept of Economics *V. Jesu*
55. Dr. P. JERAMIAN, Dept. of Commerce *P. Jeramian*
56. Aruna Delight Sankar *Aruna*

47. Dr. K. VISILA (English Dept) *K. Visila*
48. Dr. D.V. SHEERA RASAKUMARI (Zoology) *Reethu*
49. W. Rajmural Prinjithan Mary (Dept of Mathematics) *W. Rajmural Mary*
50. Dr. R. Stella (Dept of History) *R. Stella*
51. Dr. ANTO SINDHUJA (Dept of English) *Anto*
52. J. Pinky Diana (Dept of English) *P. Diana*
53. R. Selvakumari (Dept of Botany) *R. Selva*
54. P. Annie Sulachana (Dept of Botany) *P. Annie*
55. P. Evangelina Maribah (Dept of Chemistry) *P. Evangelina*
56. J. Nancy Annayothi (Dept of Comp Science) *J. Nancy*
57. B. Louisa Mary (Dept of Comp Science) *B. Louisa*
58. R. Venishia Reena Mary (Dept of Comp Sc.) *R. Venishia*
59. P. Sudha (Dept of Comp Sc.) *P. Sudha*
60. A. Jasmine Xavier (Dept of Comp Sc.) *A. Jasmine*
61. Dr. S. Sathya Kumar Isaac (Dept of Zool.) *S. Sathya*
62. Dr. M. RASAKUMARI (Dept of Zoology) *M. R. Sathya*
63. Dr. B. Felix Francis (Dept of Commerce) *B. Felix*
64. Dr. K. Josephine Margaret (Dept of Tamil) *K. Josephine*
65. B. Benita Marlene Grace (Dept of Tamil) *B. Benita*
66. T. SITA GETHSY (Dept of Tamil) *T. Sita*
67. Dr. S. Shyamala Malini (Dept of Maths) *S. Shyamala*
68. Dr. J. Subhashini (Dept of Maths) *J. Subhashini*
69. Mrs. G. Gomathi Sankari (Dept of Physics) *G. Gomathi*
70. Mrs. J. Priscilla Kailpillai (Dept of Physics) *J. Priscilla*
71. Dr. R. NITHYA ANNES (Dept of Physics) *R. Nithya*
72. C. Henrietta Johnsy - Mathematics *C. Henrietta*
73. Dr. M. Anurtha (Dept of Botany) *M. Anurtha*
74. V. Anuleena Kinuba (Department of Electronics) *V. Anuleena*
75. P. Gino Melilda - Dept of Maths (C.E) *P. Gino*
76. J. Rani Navasina Julius (Dept of Maths (C.E)) *J. Rani*
78. A. Bathsheba Parimala (Dept of Bca) *A. Bathsheba*
79. G. Priskillal (Dept of Bca) *G. Priskillal*
80. Dr. J. Vijila (Dept of Zoology) *J. Vijila*
81. Dr. Jansi Rani (Dept of Zoology) *J. Jansi*

82. S. Naveena (Dept of Electronics) *S. Naveena*
83. S. Asha Jebamary (P.G. Chemistry) *S. Asha*
84. R. Ramalakshmi (Dept of Electronics) *R. Ramalakshmi*
85. DR. I.J. Helena Girardin (Dept of TAMIL) *I.J. Helena*
86. S. GRACE (Dept. of Commerce) *S. Grace*
87. K. Jasmine Thangamani (Dept of Commerce) *K. Jasmine*
88. V. SYLVIA KINSEL BAI (Dept of Commerce) *V. Sylvia*
89. K. NISHANTHINI (Dept of Commerce) *K. Nishanthini*
90. Dr. S. Janis Babiyana (Dept. of Commerce) *S. Janis*
91. T. SATHAKUMARI (Dept. of Mathematics) *T. Sathakumari*
92. A. Janet Nigutengale (Dept of Electronics) *A. Janet*
93. J. Shamili Shivani (Department of Bca) *J. Shamili*
94. Dr. G.S. Gladis Freeda (Dept of Economics) *G.S. Gladis*
95. Dr. A. ANGEL ANILA (Dept of Economics) *A. Angel*
96. E. CHRISTY JERIN (Dept of Physics) *E. Christy*
97. C. JOEL PG CHEMISTRY *C. Joel*
98. A. NITHAL Paul Roy (PG CHEMISTRY) *A. Nithal*
99. R. Biju Bernice (PG Chemistry) *R. Biju*
100. S. Sam Senthosh (Asst Prof in Commerce (C.E)) *S. Sam*
101. Dr. M. SANKARA NAYAGAM Asst Prof in Commerce *M. Sankara*
102. R. ADWIN NIRMAL SINGH Asst Prof in Commerce *R. Adwin*
103. R.S.D. AROCKIA MARY Asst Prof in Commerce *R.S.D. Arockia*
104. G. KAMALAM (Asst. Prof. in Commerce) *G. Kamalam*
105. T. SORNA MARY (Ph.D Research Scholar, Dept of Economics) *T. Sorna*
106. W. Finni Roy (TAAC Office) *W. Finni*
107. S. BALAMURUGAN Ph.D Research Scholar Zoology Dept of Bng *S. Balamurugan*
108. B. Sampini
109. Dr. A. Arulghnam Inac coordinator *A. Arulghnam*

The meeting started with a word of prayer by Mrs. P. Kanimozhi Selina followed by the welcome Address by Dr. R. Jeya Sundara Raj, Head of the Department of English.

The IBAC Coordinator Dr. A. Arul Gnanam gave a brief introduction about the IBAC Initiative Programme and its valid metrics. He further expressed the importance of Swayam/NPTEL online courses and its Credits in the part of students as well as the institution.

The Principal Dr. S. John Kennedy gave the presidential Address. He stated that all the Saturdays will be a working day and on those days, special programmes for the enrichment of career will be conducted.

Further, the Principal insisted the staff members to update their knowledge accordingly to the latest technology. He suggested the staff members to register for NPTEL online courses which will give added strength to the college in many aspects.

He differentiated the Career Oriented Courses which we avail through various departments with the NPTEL online courses. Also, he suggested the departments to start new Add on courses for the benefit of the students and also to the college.

The IBAC coordinator Dr. A. Arul Gnanam informed the staff members that some of the members have already registered to take up course

through NPTEL. He appreciated those staff members. Further he insisted the staff members to update their profile in our college website.

Dr. B. Jawahar Samuel felicitated the programme and the Resource Person Mr. L. Abraham David from the Department of Computer Applications. He congratulated and appreciated Dr. A. Arul Gnanam for organising such programmes for the benefit of our staff members.

He gave a brief note on higher education goals. Further he stated the importance of online courses which is the need of the hour. Further he suggested that every staff member should go for such online courses for the betterment of the students as well as the college.

Then Mr. L. Abraham David took up the technical session. He gave many important ideas and technical aspects of NPTEL to the staff members who attended the meeting. He explained everything about the NPTEL courses and how to register in it.

The meeting came to an end with the proposal of Vote of Thanks by Dr. S. Suthakar Isaac.

Dr. A. Arul Gnanam
IBAC COORDINATOR
ST JOHN'S COLLEGE
PALAYANKOTTAI

Principal
ST. JOHN'S COLLEGE
PALAYANKOTTAI - 627 002.

St. John's College, Palayamkottai.
IQAC Steering Committee Meeting.

Minutes of the IQAC Steering Committee of St. John's College, Palayamkottai. Held at 12.30 p.m. on 12.02.2020 in the Audio Visual Room to speed up the SSR online Submission for NAAC Accreditation 2020 process with the Staff Concern.

Members Present:

1. Dr. S. John Kennedy Vethanathan Principal. *S. John Kennedy* 12/2/20
2. Dr. A. Alwin Aris. NAAC Coordinator. *A. Alwin Aris*
3. Dr. A. Arulmani. IQAC Coordinator. *A. Arulmani* 12/2/20
4. Dr. I. Jayasunderasingh SF Coordinator. *I. Jayasunderasingh*
5. Dr. P. Angelus Robence. NIRE Coordinator. *P. Angelus Robence*
6. Dr. P. Rajesh Ananthakrishnan Bursar or Criteria 1. *P. Rajesh Ananthakrishnan* 12/2/20
7. Dr. D. Abiya Chelliah Asst. IQAC Coordinator. *D. Abiya Chelliah*
8. Dr. C. Yenu, HOD of Tamil. *C. Yenu* 12/2/20

9. Dr. A. Jeya Sundararaj, HOD of English. *A. Jeya Sundararaj*
10. Mr. G. Andrews, HOD of History. *G. Andrews*
11. Mr. J. David Gnanaraj, HOD of Economics. *J. David Gnanaraj*
12. Dr. S. Daniel David Anandraj, HOD of Commerce. *S. Daniel David Anandraj*
13. Dr. G. S. Gnanaprasa, HOD of Maths. *G. S. Gnanaprasa*
14. Dr. M. Daniel Sweetlin, HOD of Physics. *M. Daniel Sweetlin*
15. Dr. P. Muthuselvan, HOD of Chemistry. *P. Muthuselvan*
16. Dr. S. Abraham Muthukumar, HOD of Botany. *S. Abraham Muthukumar*
17. Dr. B. Sankar Samuel, HOD of Zoology. *B. Sankar Samuel*
18. Dr. A. Seline Kirubakaran, Librarian. *A. Seline Kirubakaran*
19. Dr. C. Rajarajam Harrison, HOD of Phys. Edn. *C. Rajarajam Harrison*
20. Dr. D. Paramasanthi Swami Dass. *D. Paramasanthi Swami Dass*
21. Dr. R. Murugesan HOD, Dept of Maths (SF). *R. Murugesan*
22. Mr. Abraham N. R. Singh HOD of Electronics. *Abraham N. R. Singh*
23. Mr. B. Jefferson HOD of B.A. & M.A. *B. Jefferson*
24. Dr. G. Kail Samuel B.Com. Batch II. *G. Kail Samuel*
25. Mrs. J. Shreya, Dept of B.A. (SF). *J. Shreya*
26. K. Jasmine Thangamani Dept of Commerce. *K. Jasmine Thangamani*
27. Dr. D. Jaisankar Bhatiyana Dept of Commerce. *D. Jaisankar Bhatiyana*
28. Dr. S. Asha Sekaram Dept of Chemistry. *S. Asha Sekaram*
29. Mr. C. Roy, Dept of English (SF). *C. Roy*
30. Dr. G. S. Girish Pragna. *G. S. Girish Pragna*
31. A. KANAKA Laxmi A. KANAKA Laxmi 12/2/20
32. Dr. S. Anandamuthukumar. *S. Anandamuthukumar*
33. J. NANCY ANIVADITH. *J. NANCY ANIVADITH*
34. B. Sarojini B. Sarojini 12/2/20

The meeting started with a prayer by Dr. A. Alwin Aris. The Principal Dr. S. John Kennedy gave an introduction about the agenda of the meeting. Further, he informed that the AQAR for five years has been uploaded successfully and also the corrections were carried out. He insisted every member to work diligently for the upload of SSR.

within the Speculated time.

He insisted the HODs to complete certain important documents such as Mentor-Mentee register, Course Plan and so on. Further, he said that the heads of the Departments should organise meetings with the staff members in order to complete the mentor-mentee register as quick as possible.

Regarding Course Plan which comes under Criterion 1, he said that the model has been given to all the departments both as hard copies and soft copies of the format.

Further, the Principal asked the HODs of various departments to complete the Annual Academic Audit and to ensure that the same Audit report is ready for 5 years. He also said that the report should strictly adhere to the guidelines given by the IQAC of our college.

Dr. P. Rajesh Anantha Sekhar who is in charge of Criterion 1, said that everything including the Course Plan template and syllabus are available in the IQAC office. He also insisted the members to upgrade the Continuous Internal Evaluation every year.

Further, he said that the feedback forms were already collected and the analysis of the same is in process.

The IQAC coordinator, Dr. A. Arul Gnanam stated that all the departments should prepare and submit the Internal Assessment register,

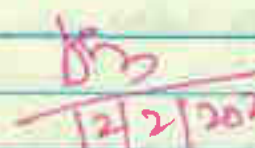
Activity report, Stock register, Publication details, Staff profile, department profile and students' progression to the IQAC office.

Further, he explained about gathering the details of the students who have got placements and students who have joined for higher education. He said that, for Student Progression, a proof is very much needed. He informed that the collection of data for all the criteria is going on swiftly.

Dr. Augustus Robince insisted the staff members to submit a list of students who have got sports awards and other notable awards (state level/national level).

The Principal suggested that, the best practices of college should be displayed in every class room so that the students may be aware of it. Further he said that the vision and mission of the college should also be known to the students. He insisted to conduct an Alumni Meet in the 4th week of March 2020.

The meeting came to an end with a word of prayer by the Principal and vote of thanks by Dr. R. Jeya Suresh Raj.


12/2/2020
Dr. A. Arul Gnanam
IQAC COORDINATOR
ST JOHN'S COLLEGE
PALAYAMKOTTAI


PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.

St. John's College Palayamkottai
 IQAC Steering Committee Meeting

Minutes of the IQAC Steering Committee of St. John's College Palayamkottai held at 5.30pm on 18-03-2020 in the Audiovisual Room to speed up the SSR online submission for NAAC Cycle-2 process with the Staff Concern.

Members Present:

1. Dr. S. John Kennedy Vethanathan
 Principal

S. John Kennedy

2. Dr. X. Xirio Ais
 NAAC Coordinator

X. Xirio Ais

3. Dr. A. Anulgharan
 IQAC Coordinator

A. Anulgharan
 18/3/2020

4. Dr. J. Jayasundar Singh
 SP Coordinator

J. Jayasundar Singh

5. Dr. P. Rajesh Ananthasellan
 Bursar

P. Rajesh Ananthasellan

6. Dr. D. Dora Chelliah
 Asst. IQAC Coordinator

D. Dora Chelliah

7. Dr. P. Angelina Robine
 NAAC Coordinator

P. Angelina Robine

8. Dr. Bulkalal Isaac
 Research Coordinator

Bulkalal Isaac

9. Dr. P. S. Grace PREMA
 Women cell Coordinator

P. S. Grace PREMA

10. Dr. J. Ruby Jemima

J. Ruby Jemima

11. Dr. D. S. Christy

D. S. Christy

12. Dr. A. Stella Pani

A. Stella Pani

13. Dr. S. ASHA JEGAMARY

S. ASHA JEGAMARY

14. Dr. R. Biju Bernice

R. Biju Bernice

15. Dr. J. Kamala Juhet

J. Kamala Juhet

16. P. S. D. PROCKA MARY

P. S. D. PROCKA MARY

17. Ms. E. AMEENA TEJALITA

E. AMEENA TEJALITA

18. Ms. C. Romy

C. Romy

19. A. VIJAYAKAKSHMI

A. VIJAYAKAKSHMI

20. K. Ranya

K. Ranya

21. J. Asha Glory Angel

J. Asha Glory Angel

22. E. Christy Loria

E. Christy Loria

23. R. Ramalakshmi

R. Ramalakshmi

24. S. Navaraja

S. Navaraja

25. A. Janet Nightingale

A. Janet Nightingale

26. S. Namili Shivani

S. Namili Shivani

27. J. Anitha Selva Rubavathy

J. Anitha Selva Rubavathy

28. Dr. V. Srilatha Jothi Bai

Dr. V. Srilatha Jothi Bai

29. T. SORNA MARI (Economics)

T. SORNA MARI (Economics)

30. G. KAMALAM

G. KAMALAM

31. K. NISHANTHINI (Commerce)

K. NISHANTHINI (Commerce)

32. Dr. D. - Jais Bibiyana (Commerce)

Dr. D. - Jais Bibiyana (Commerce)

33. J. Rani Navalina Julem (Maths)

J. Rani Navalina Julem (Maths)

34. T. SANTHAKUMARI (MATHS)

T. SANTHAKUMARI (MATHS)

35. P. Gina Metilda (Maths)

P. Gina Metilda (Maths)

36. J. Shreba (BBA)

J. Shreba (BBA)

37. K. Jaimerie Thangamani

K. Jaimerie Thangamani

38. S. GIRACE

S. GIRACE

39. A. KANESA DEVI

A. KANESA DEVI

40. A. Abraham Singh (Electronics)

A. Abraham Singh (Electronics)

41. B. Jefferson (BCA & MISCELL)

B. Jefferson (BCA & MISCELL)

42. P. S. Devadasa Tamil

P. S. Devadasa Tamil

43. K. Paul Joel Dept. of Eng (SP)

K. Paul Joel Dept. of Eng (SP)

44. Dr. J. Devaraj Selvalakshmi
 45. Dr. R. MURUGESAN
 46. Dr. Jessy Selwyn
 47. V. A. Aulkeena Kumbhar
 48. Dr. B. Felix Francis
- History Ph. D. Selwyn
 Jessy Selwyn 18/2/2020
 18/2/2020
 18/2/2020

The Meeting started with a prayer.

The Principal gave an introduction on SSR online submission and the needed documents. He stated that every department should be ready for an Internal Assessment Audit.

He insisted the staff members to properly maintain the mentor-mentee register. Further, he said that every student must be aware of the importance of NAAC and they should be informed about the same through the mentors.

When he ~~said~~ ^{stated} about the course plan for Criterion I, he insisted the staff members to be ready with the same before the upload of the Self Study Report. He said that the templates for the preparation of Course Plan were already given. He insisted the staff members to collect proofs from the students who have been placed or who have joined for higher studies.

Dr. A. Aulkeena Kumbhar gave a brief note of Student Satisfaction Survey after the upload of SSR. Further he requested the mentors to ensure that their mentees were informed about SSR. He also requested the staff members to inform the students to keep their mail id active.

The meeting came to an end with the vote of thanks by Dr. A. Aulkeena Kumbhar.

St. John's College, Palayamkottai IQAC Meeting for Staff

Minutes of the IQAC meeting for Staff of St. John's College, Palayamkottai held at 12.30 p.m. on 19.12.2020 in the Audio Visual Room to discuss about the following Agenda.

AGENDA:

1. Conduct of Alumni Meet
2. Updation of Pioneer List and preparation of present name list
3. Magazine 2019-20
4. IQAC - Final Review

Members Present:

1. Dr S John Kennedy Vethanathan
Principal
2. Dr A Alwyn Asir
NAAC Coordinator
3. Dr A Anulgnanam
IQAC Coordinator
4. Dr B Sankar Samuel
Vice-Principal
5. Dr P Rajesh Ananthaselvam
Bursar
6. Dr P Augustus Robince
NIRF Coordinator
7. Dr B Beneson Thilagar
Placement officer
8. Dr R Jeya Sundararaj
Research Coordinator (Arts)
9. Dr S Suthakar Isaac
Research Coordinator (Science)
10. Dr R Abiya Chelliah
Asst. IQAC Coordinator
11. Dr A Bathina Prabhu
Coordinator - Website

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12. Dr M Daniel Swathin
13. Dr P. Muthusuman
14. B. Edward Daniel
15. Dr C. Rajalingh Hariston
16. Dr J. David Gnanadevi
17. Dr S. DANIEL DAVID ANANDAS
18. DR S. ABRAHAM MUTHUKUMAR
19. S. DARUN PAUL RATHOD
20. Dr D. Arul Asir Abraham
21. S. KINSLY BENEDICT
22. Dr A. Joshua Kirubakaran
23. Dr S. Suthakar Isaac
24. Dr J. WINFRED JEBARAT
25. Dr. P. ABRAHAM
26. D. V. K. STANLEY RATA
27. Dr. U. KETHRAPAL
28. Dr. A. SURESH
29. B. BENESON
30. Dr. T. Sankar Jee Dhinakaran
31. V. Sathish
32. J. JEBARAT KINSLY ZACHARIAH
33. F. Shophel Peter Benedict Singh
34. Dr. B. FELIX FRANKY
35. W. Rajanaraj Rajitha Mary
36. C. Henrietta Johny
37. Dr. S. Shyamala Malini
38. Mrs. S. Hilda Mabel
39. Dr. B. Nithya Agnes
40. Dr. J. Subhashini
41. Dr. M. AMUTHA
42. Dr. R. S. LEECE PREMA

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19/12

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Minutes

The meeting began with the prayer offered by Dr. Grace Premo, HOD of Mathematics.

Dr. Jawahar Samuel, Vice principal welcomed the gathering.

The Principal informed and elaborated the following:

1. It was decided that the List of Pioneers and the List of Staff Members at department level have to be updated / corrected, if needed, and the same need to be fixed at the departments concerned. The HODs and the already deputed staff member for this task will initiate this action at the earliest.

2. To release the college Magazine, the Principal requested all the HODs and the deputed staff members for this task to encourage the students to contribute towards the publication of our college magazine through their creations in art, literature, write-ups, jokes, etc. The collected matters must be handed over to Dr. Jeya Sundararaj, the chief editor of the magazine, on or before 28.02.2020.

4. In Connection with the celebrations of Women's Day, Competitions will be held at the auditorium on 26/03/2020. The girl students of both the regular and self-financed streams will take part in the Competitions during the

the Competitions.

5. On account of Ash Wednesday, 26/02/2020 will be a holiday.

6. A Job Fair will be organised by the Employment office of Tirunelveli region in association with the Placement Cell of St. John's College on our campus on 26/02/2020.

Inform the same to the students and Alumni.

7. It was also informed that the Graduation Day will be held on 28/03/2020. The Vice Chancellor of M.S. University will be the chief guest.

8. 29/03/2020 (Saturday) will be a working day.

Note of thanks was proposed by Dr. R. Jeya Sundararaj, HOD of English.

Dr. A. Arulgnanam
19/2/2020
Dr. A. Arulgnanam
IQAC COORDINATOR
ST. JOHN'S COLLEGE
PALAYAMKOTTAI

Dr. Jeya Sundararaj
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.

St. John's College, Palayamkottai
IOAC Meeting

Minutes of the IOAC Meeting for staff of St. John's College, Palayamkottai held at 4.30pm on 19.02.2020 in the Principal's Room to discuss about the SSR online submission of NAAC - Cycle-2.

Members Present:

1. Dr. S. John Kennedy Vethanathan
Principal ✓ Vote till 19/2
2. Dr. A. Alwyn Asir,
NAAC Coordinator Shipl
3. Dr. A. Arul Gnanam
IOAC - Coordinator 19/2/2020
4. Dr. T. Jaya Sundarasingh
SF Coordinator Phil
5. Dr. P. Rajesh Anantha Selvan
Bursar 19/2/2020
6. Jeyasingh, J dept. of comp-sc. 19/2/2020
7. R. David Victor Kumar Dept. of Comp. Sc. 19/2/2020
8. PRADIN SURESHKUMAR B, Dept. of Computer Science 19/2/2020
9. J. NANCY ANNATHOPI, Dept. of Comp. Science 19/2/2020
10. B. LOUISA MARY Dept. of Comp. Science 19/2/2020
11. A. JASMIN VASIAVIA dept. of computer science 19/2/2020
12. R. VENISHIA LEENA MARY.
Dept. of Comp. Sc. 19/02/2020

Minutes

The meeting started with a word of prayer by Dr. A. Alwyn Asir, NAAC-coordinator of our college. The Principal Dr. S. John Kennedy welcomed the staff members and discussed the need of the hour (ie) SSR online submission for NAAC 2nd cycle.

Also, he stated that the portal for the upload of ABAR 2018-19 has been opened and insisted the staff members to work for it diligently. The IOAC Coordinator Dr. A. Arul Gnanam, discussed the importance of Internal Assessment Audit and how to conduct it.

The NAAC coordinator Dr. A. Alwyn Asir, gave a detailed note about Mentor-Mentee register and how to maintain it. He also asked the staff members to record the semester marks secured by the mentees by the mentors in the forms which has been given to them. He stated the importance of recording the details about the counselling sessions handled by the mentors in the same register.

The Principal Dr. S. John Kennedy discussed the Students Satisfaction Survey and the possible questions to be asked to the students. He asked the staff members to encourage the students to keep their email Id active so that they can easily identify the mail they are yet to receive from NAAC.

Also, the Principal requested the staff members to keep on tracking the alumni

of registering the Students' Progression after the completion of their course. ~~He~~ Also, he insisted the staff members to find some notable Alumni from their department.

Dr. P. Rajesh Anantha Selvan who is in charge of Criterion I requested the staff members to prepare course plans for the current year and to submit the same for previous years as soon as possible for further updates.

The Principal then discussed the preparation of Pioneers List and Present Faculty members for display in the respective departments. Also, he discussed the progress in the compilation of the College Annual Magazine.

The meeting came to an end by the proposal of vote of thanks by Dr. A. Arul Aranam, and a closing prayer by Mrs. P. Louisa Mary, Asst. Professor of Computer Science.

Dr. A. Arul Aranam
19/12/2020
Dr. A. Arul Aranam
IQAC COORDINATOR
ST. JOHN'S COLLEGE
PALAYAMKOTTAI

V. Jothilakshmi
PRINCIPAL
ST. JOHN'S COLLEGE
PALAYAMKOTTAI - 627 002.






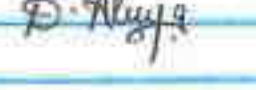





St. John's College, Palayamkottai - 2

IBAC Meeting

NAAC - Reaccreditation 2020.

Minutes of the IBAC meeting for all the Concern Staff of St. John's College, Palayamkottai held at 10am on 20.03.2020 in the Principal's room to discuss about the online submission of SSR and how to speedup the data uploading within the stipulated time.

Members Present:

1. Dr. S. John Kennedy Vethanathan
Principal 
2. Dr. A. Arjun Asir
NAAC Coordinator 
3. Dr. A. Arulgnanam
IBAC Coordinator 
4. J. David Ananaraj 
5. Dr. P. Rajesh 
6. Dr. S. Suthadas Isaac 
7. Dr. D. Abiyachelliah
Asst. IBAC Coordinator 
8. A. Arjun Kingly Zachariah 
9. C. Samuel 
10. Dr. P. Augustus RORENCE 
11. Dr. T. Samuel Joe Dhinakaran 

Minutes

The meeting started with a word of prayer by Dr. P. Augustus RORENCE and a welcome address by the Principal, Dr. S. John Kennedy. The Principal explained the present status of our uploading process followed by the discussions by the T criteria in charge.

Criterion 1 - Dr. P. Rajesh Anantha Selvan explained the progress of Criterion 1. He stated that the write ups are to be checked and corrected by any staff member from the department of English. For that he suggested to depute Mr. Kingly and Mr. C. Samuel.

Further he informed that the other supportive documents needed for the upload of SSR are almost ready. He discussed some lagging areas which come under the Curricular Aspects. The feed back forms were also collected and ready for analysis, he said.

Dr. J. David Ananaraj who is in charge of Criterion 6 gave a brief note on the progress made in Criterion 6. He stated that there are ten questions for which we have to give response in the form of write ups (500 words each).

He explained the governance and administrative set up of the college. He insisted the IBAC coordinator to give the details about the initiatives taken by the IBAC so far.

When he was explaining the welfare measures taken by the college for the teaching and non-teaching staff, he requested the Principal to

paper presentation with some financial contribution. Further, he said that it will add credits under Criterion 6.

Also he insisted the staff members to calculate the API Scores as it is important for NAAC accreditation and other purposes. Further, he said that the performance Appraisal of the non-teaching staff also should be recorded.

Dr. P. Augustus Robino gave an introduction about the Criterion 5. He insisted the staff to follow up the students even after the completion of the course. This is because of getting the record of the students' progression whether they go for a job or for higher studies.

Further, he insisted the clubs and committee members to keep their programme records and reports ready so as to upload as supportive documents for the Self Study Report.

Dr. S. Suthakar Isaac informed that some of the aspects under Criterion 3 are completed and ready for upload. Only the write ups have to be modified according to the data we have. It is planned to have a meeting with the incharges of Criteria 2, 4 and 7 on Monday (23/3/2020).

The meeting came to an end by the Vote of Thanks and Prayer by the Principal.

Dr. A. Arulgnanam
IQAC COORDINATOR
20/3/2020

V. J. J. J.
PRINCIPAL
ST. JOHN'S COLLEGE
PALAVANKOTTAI - 627 002



ACTION TAKEN REPORT 2019-2020

ST. JOHN'S COLLEGE

PALAYAMKOTTAI - 627002



S. No.	Action Plan	Achievements
1	To Renovate the Administrative Office.	Renovation of the office is going on.
2	To start one more section in commerce due to the high demand for the course B.Com.	Applied to the Manonmaniam Sundaranar University, Tirunelveli and waiting for the visit by the commission.
3	To start B.A. Tamil as a new course.	Manonmaniam Sundaranar University Commission for BA Tamil Course visited and approved the course. It will be started during the academic 2020 - 2021
4	To Purchase two or more interactive control panel for the Audio Visual room and the seminar hall at the English department block.	Interactive Panel is Purchased and Installed both in the Audio Visual Room and the Seminar Hall of the English department block.
5	To Purchase LCD Projectors for few more classrooms	Eight New LCD Projectors were Purchased and Installed for Classroom Teaching.
6	To start a New Course, B.Sc Physical Education to cater to the needs of the students in and around Tirunelveli & Tuticorin Districts	Applied for the new course B.Sc Physical Education to Manonmaniam Sundaranar University, Tirunelveli and waiting for the visit by the Commission.
7	To Purchase 10 computers for the Department of Botany for the Practical classes.	Ten new computers were purchased for the Department of Botany to enable the practical classes effectively.
8	To conduct the Annual Academic Audit for the academic year 2019 - 2020.	For all the departments, Annual Academic Audit is conducted for the year 2019 - 2020.
9	To switch over the Library Automation work done by the Rovin Software to Peacesoft technologies.	Peacesoft Software took over the Library automation work and Remote Accessing of the Library is activated.
10	To Activate the online admission process.	Online admission process is effectively implemented.
11	To activate the online Payment Mode for all the Payments of the Students to the College.	Online Payment Mode is effectively implemented.

12	To Start New Value-Added / Add-on Courses	New Value-Added / Add-on course on Indian Financial System & Capital Market is started by the Department of Commerce
		New Value-Added / Add-on course on LaTeX is started by the PG Department of Mathematics
		New Value-Added / Add-on course on Electrical and Electronics instrumentation repair is started by the Department of Physics
		New Value-Added / Add-on course on Computational Techniques is started by the PG Department of Physics
		New Value-Added / Add-on course on Soil Chemistry is started by the Department of Chemistry
		New Value-Added / Add-on course on Consumer Awareness is started by the Department of Commerce Batch III
		New Value-Added / Add-on course on Office Automation and Basic Electronics is started by the Department of Commerce Batch II
		New Value-Added / Add-on course on Computerised Accounting Packages in Tally 9.0 is started by the Department of Commerce Batch II
		New Value-Added / Add-on course on Entrepreneurship Development with field visit is started by the Department of Commerce Batch II and Electronics
		New Value-Added / Add-on course on Python-Basics is started by the Department of BCA
13	To Revamp the existing Animal House.	Upgraded
14	To Construct a new open stage for the Youth Welfare department for Practice.	New open Stage is Constructed for the youth welfare department.
15	To Renovate the Library of the English department.	English department Library is renovated through Alumni funding.
16	To Purchase few 10x4 inch ceramic boards for the class room.	Ten 10x4 inch ceramic boards were purchased and installed in 10 Class rooms.