



# DON BOSCO COLLEGE

Athiyaman Bypass Road, Sogathur Post, Dharmapuri 636 809

Phone: 9443604446, 9443604447

E-mail: [dbc155@live.in](mailto:dbc155@live.in) Website: [www.dbcdharmapuri.edu.in](http://www.dbcdharmapuri.edu.in)



## CIRCULAR

Date: 12.12.2018

The meeting of IQAC is proposed on 13-12-2018 at 12.30 PM in Principal office. All the IQAC members are requested to attend the meeting without fail. The **agenda** for the meeting is as follows:

- Documents Collection.
- IQAC Calendar Implementation.
- CQC.
- AQAR.
- Website Updating.

IQAC Co-Ordinator



Principal





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Athiyaman Bypass Road, Sogathur Post, Dharmapuri 636 809  
Phone : 04342-291570, 293800, 292210  
E-mail : dbc155@live.in Website : www.dbcdharmapuri.edu.in



AY 2018-2019

## IQAC MINUTES OF MEETING-1






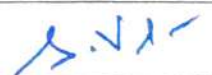

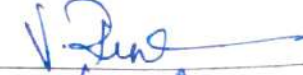

DATE: 13-12-2018

TIME: 12.30 PM

VENUE: IQAC OFFICE

- Data collected last academic year 2017-2018 and 2018-2019 odd semester.
- IQAC plan should be implemented and included in the regular calendar.
- IQAC, Web, photo should be one unit organised under one in charge.
- CQC should be planned in the time table.
- Applying for AQAR should be seriously followed and should be a regular process.
- IQAC office functions regularly and acts as a Centralized data storage.
- Every day we update the data in the website.

The following members were present:

SNO	NAME	SIGNATURE
1	Dr.A.Siluvai Muthu (Principal)	
2	Fr. Robert Ramesh Babu (Co -Ordinator)	
3	K. Anand	
4	R. Venkatesh	
5	I. James	
6	S. Vadamalai	
7	G. Leelavathi	
8	V. Rajeswari	
9	C. George Arockiaraj	

10	M. Periyasamy	
11	M. Xavier Denies	

  
IQAC Co-Ordinator

  
Principal





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AY 2018-2019

## ACTION TAKEN REPORT

As recommended in the meeting held on **13-12-2018** the following works were completed.

- HODs of each department submitted the soft copy of the data of academic year 2017-2018 and 2018-2019 (Odd semester).
- Non-teaching staff Mr. Jeeva will be the overall in charge for photos and videos.
- Mr. S. Silambarasan, Assistant Professor of Computer Science, G.Leelavathi, Assistant Professor of English is instructed to update website.

IQAC Co-Ordinator

Principal





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## CIRCULAR

Date: 22.01.2019

The meeting of IQAC is proposed on 23.01.2019 at 11.30AM in IQAC office. All the IQAC members are requested to attend the meeting without fail. The **agenda** for the meeting is as follows:

- Requirements - IQAC
- Documents Collection
- Recognition for Gold Medalists, University Rank Holders
- Student Council for IQAC

  
IQAC Co-Ordinator

  
Principal







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AY 2018-2019

## IQAC MINUTES OF MEETING-2

DATE: 23-01-2019

TIME: 11.30 AM

VENUE: IQAC OFFICE

- IQAC Requirements:
  - Roles and Functions and Rules and Regulations of IQAC banner
  - Junction box
  - Printer
  - IQAC office name board
  - Department wise Quotes
- IQAC should form a student council with I UG and PG students.
- Report collection should be done monthly once.
- Permanent room for IQAC.
- Insist on improving the overall results of the college –Staff and Student cooperation.
- Mr. C. George Arockiaraj, COE, IQAC member cum Assistant Professor in Physics organises a programme on Science and Technology.
- College toppers and achievers should be given recognition through publishing their names and photo through banners and also to be fixed in some centre place of the town.
- Paper Advertisement on the Academic achievers to be publicised.
- Every day we update the data in website and also should plan to start a You-Tube Channel.

**The following members were present:**

SNO	NAME	SIGNATURE
1	Rev.Fr. Robert Ramesh Babu(Co-Ordinator)	

2	K. Anand	<i>K. Anand</i>
3	R. Venkatesh	<i>R. Venkatesh</i>
4	I. James	<i>I. James</i>
5	S. Vadamalai	<i>S. Vadamalai</i>
6	G. Leelavathi	<i>G. Leelavathi</i>
7	F. Princy Merlin	<i>F. Princy Merlin</i>
8	C. George Arockiaraj	<i>C. George Arockiaraj</i>

*[Signature]*

IQAC Co-Ordinator

*[Signature]*  
Principal





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AY 2018-2019

## ACTION TAKEN REPORT

As recommended in the meeting held on **23-01-2019** the following works were completed.

- Utility things, Printer, IQAC office name board are given by the management.
- Student council with I UG and PG students are formed.
- Room no 16 is allotted as room for IQAC.
- Remedial and Coaching Classes are planned after completing the syllabus.
- Banners of University Rank holders names and Photos of activities of each department are placed in the open auditorium

  
IQAC Co-Ordinator



  
Principal







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## CIRCULAR

Date:19-02-2019

The meeting of IQAC is proposed on 20.02.2019 at 2.00 PM in IQAC office. All the IQAC members are requested to attend the meeting without fail. The **agenda** for the meeting is as follows:

- Stable progression
- New Committees formation
- Documents Uploading in the website

  
IQAC Co-Ordinator



  
19/02/19  
Principal





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AY 2018-2019

## IQAC MINUTES OF MEETING-3

DATE: 20-02-2019

TIME: 11.30 AM

VENUE : IQAC OFFICE

- Soft copy of the documents to be uploaded on the college website.
- Step by step preparation for NAAC likes ISO, NIRF.
- Applying for 12B and 2F.
- New committees to be formed during the next academic year according to the guidance of the University and NAAC.
- Programmes in the college should come under the IQAC and changes in the programmes should be done wherever necessary.

The following members were present:

SNO	NAME	SIGNATURE
1	Dr.A.Siluvai Muthu (Principal)	
2	K. Anand	
3	S. Vadamalai	
4	G. Leelavathi	
5	F. Princy Merlin	
6	V. Rajeswari	
7	C. George Arockiaraj	
8	M. Xavier Denies	

IQAC Co-Ordinator



Principal



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**AY 2018-2019**

## ACTION TAKEN REPORT

As recommended in the meeting held on **20-02-2019** the following works were completed.

- Soft copy of our college programmes are uploaded on the college website.
- All the Programmes of the college are done under the scrutiny of IQAC.

IQAC Co-Ordinator



Principal

