



Patrician College of Arts and Science

A Christian Minority Institution

A Sister Institute of St. Michael's Academy and St. Patrick's A.I. Hr Sec School

Approved by the Govt. Of Tamilnadu (G.O. No 168) & Affiliated to the University of Madras.
Reaccredited 'A+' Grade by NAAC

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020.

Phone: 044 - 24401362, 24426913, 9342465500

Email : director@patriciancollege.ac.in, principal@patriciancollege.ac.in

Website: <http://www.patriciancollege.ac.in>

Minutes of IQAC Meeting held on 02/06/2022 at 2.00 pm at Academic Director's Office

Agenda

- Prayer
- Welcome Address and Introduction of IQAC Nodal Committee Members
- Portfolios of the IQAC Nodal Committee Members
- Future Plan
- Any Other Matters
- Concluding Remarks
- Vote of Thanks

Minutes of the Meeting

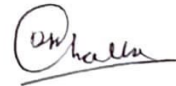
Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC

Proceedings

- The meeting commenced with the Academic Director welcoming the members of the IQAC Nodal Committee to the 1st meeting for the academic year 2022 - 2023.

- The Academic Director announced that Dr. Anandapriya has been designated as the Convener of IQAC and Prof. Nagarjun has been inducted in the IQAC as an Additional Coordinator. All other members continue in their respective positions from the previous academic year.
- The duties and responsibilities for each member of the IQAC Nodal Committee were assigned and circulated.
- The committee discussed the quality initiatives already in practice and new initiatives that can be adopted in the campus. The quality initiatives already in practice need to be properly documented. The quality initiatives and Best Practices of reputed HEIs need to be identified and may be implemented in our institute by making necessary changes to suit the needs of our students and faculty.
- A proposal for establishment of the Patrician Data Centre to be drafted and submitted to Bro. Director for approval. The deadline for submitting the proposal is tentatively fixed as 2nd Week of July, 2022.
- A meeting of the IQAC Nodal Committee to be convened on 6th and 7th July 2022 to draw up an Action Plan for "Way Forward". The draft of the action plan to be presented to the Academic Director on 8th July 2022.
- The FDP for faculty and Orientation for Students for the new academic year 2022 - 2023 to be completed in July.
- The meeting concluded with thanks at 2.45 PM.



MR. DANIEL CHALKE
IQAC COORDINATOR



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Minutes of IQAC Meeting held on 06/07/2022 at 1.00 pm at Academic Director's Office

Agenda

- Silent Prayer
- FDP Theme and Resource Person Liaison
- Duty List and Programme schedule
- Any other matter

Minutes of the Meeting

Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC

Proceedings

- The meeting commenced with a silent prayer. All the members observed reverence during the prayer.
- The special purpose of the meeting was addressed to all members by the Academic Director, Dr. Fatima Vasanth. Madam detailed that the FDP should be effective and holistic in its approach

- The Theme for the FDP was unanimously approved to be the FDP on Holistic Improvement.
- The programme for five days was drawn up by the Academic Director, Principal and Convenor of IQAC
- The resource persons for each day would cover different aspects of the academic process to encompass holistic objectives. One by one resource persons were identified and the contacts were established.
- Duty list was detailed by the Principal and drawn up by the IQAC committee.
- Any other matters raised during the meeting were discussed.
- A vote of thanks was extended to all attendees for their participation in the hope that the FDP would be useful for all faculty.

ATR of meeting held on 02/06/2022

- 1. The IQAC Nodal committee took up their respective portfolios**
- 2. The rudiments of the Way Forward for the year was drawn up by the respective convenors and submitted to the IQAC team to be presented for discussion.**
- 3. Discussions regarding the Patrician Data Center were held with the Management.**
- 4. Plans for FDP and student orientation were prepared for discussion at next meeting.**



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Minutes of IQAC Meeting held on 01/09/2022 at 1.00 pm at Academic Director's Office

Agenda

- Silent Prayer
- Student Council Election
- PG Orientation
- Open Forum
- Any other matter

Minutes of the Meeting

Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC
8. Mr. Prithvi Raj Kumar, SAC Coordinator
9. Mr. Ahmed Rasool, SAC Coordinator

Proceedings:

- The meeting commenced with a silent prayer
- The modalities of the student council election were discussed to make it fair and transparent so that all students would affirm their trust in the democratic process. Setting up of polling forms and voting system were detailed.

- Students eligibility for nomination to postings were drawn up and recorded by the SAC coordinators for dissemination to HODs.
- Orientation for incoming PG students would be held on 15/09/2022. Duty list and Programme Schedule was discussed and finalized.
- A regular feature of quality in the campus, the Student Open Forum was proposed to be held in October 2022. The IQAC team reiterated the need to look into the queries and suggestions of the students, being the vital stakeholders of the institution.
- Other possible plans were encouraged by the Academic Director.
- The meeting ended with a vote of thanks proposed by Mrs. Srivaishnavi, Additional Coordinator, IQAC.

ATR of meeting held on 06/07/2022

The FDP on Holistic Improvement was successfully organized from 11th July 2022 to 15th July 2022 with each days session covering different aspects of the teaching environment to be followed in the ensuing year.



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Minutes of IQAC Meeting held on 01/12/2022 at 1.00 pm at Academic Director's Office

Agenda

- Silent Prayer
- Timeline for submissions
- AQAR
- AISHE
- NIRF
- Private Rankings
- Any other matter

Minutes of the Meeting

Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC

Proceedings

The meeting started with a silent prayer

The requirements for AQAR were revisited to check for any changes and circulated to convenors via mail.

The first draft of the AQAR for 2021-22 would be presented at the next meeting in February 2023

The formats for AISHE and NIRF were discussed and circulated to HODs via mail.

The committee decided that the college should expand its areas of recognition by subscribing to private rankings. The college is applying for rankings from the MDRA Best Colleges Ranking and the Hansa Research Foundations Week ranking.

The meeting ended with a vote of thanks by Additional Coordinator, Mr. Nagarjun. N. T.

ATR of the meeting held on 01/09/2022

The Student Council election was conducted on 09/09/2022 and the new student council was vested with their duties and responsibilities on 17/09/2022.

The PG Students were welcomed on campus through the PG orientation conducted on 15/09/2022.

The Open Forum was successfully organized in the BMS hall on 14/10/2022 and the management promised to look into the students queries and suggestions



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Minutes of IQAC Meeting held on 02/02/2023 at 1.00 pm at Academic Director's Office

Agenda

- Silent Prayer
- Review of AQAR
- Review of AISHE data
- Review of Private Rankings
- Any other matter

Minutes of the Meeting

Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC

Proceedings

The meeting commenced with a silent prayer

The AQAR status report was presented by the IQAC Coordinator and discussions were held on submission time line

AISHE portal was opened for submission and details were reviewed during the meeting

As decision was taken in the previous meeting to subscribe to MDRA and Hansa Research rankings for India Today and Week respectively, the data formats being sent to HODs, the HODs were in the

process of filling in the data and the same would be submitted to the respective ranking agency during the month of April.

The committee posted congratulations upon the successful submission of India Rankings 2023 details on 13th January 2023.

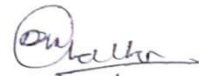
The meeting ended with a Vote of Thanks by the IQAC Coordinator, Mr. Daniel Chalke.

ATR of the meeting held on 01/12/2022

The data requirement for AQAR, NIRF and AISHE were sent to all HODs and other coordinators in the month of December

The data for each submission was submitted by the Heads and Coordinators during the month of January.

India Rankings 2023 was submitted on 13th January 2023



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Minutes of IQAC Meeting held on 28/04/2023 at 1.00 pm at Academic Director's Office

Agenda

- Silent Prayer
- Review of Annual Activities
- Congratulatory Resolutions
- Any other matter

Minutes of the Meeting

Members Present

1. Dr. Fatima Vasanth, Academic Director
2. Dr. Usha George, Principal
3. Dr. B Anandapriya, Convener, IQAC
4. Prof. Daniel Felix Joseph Chalke, Coordinator, IQAC
5. Prof. K R Sri Vaishnavi, Additional Coordinator, IQAC
6. Prof. N T Nagarjun, Additional Coordinator, IQAC
7. Prof. Martin Basker, Technical Coordinator, IQAC

Proceedings

The meeting began with a prayer by the Principal in thanks for all the work done throughout the year and the successful completion of all plans.

The IQAC Coordinator briefed on the activities of the year 2022-2023 and thanked the committee for all their cooperation in the submissions and programmes conducted throughout the year.

The Academic Director presented her hearty congratulations to the team for the work rendered and hinted at initiatives for the coming year.

Complimentary resolution was passed for the team's untiring efforts.

The meeting ended with a vote of thanks by the Convenor, Dr. Anandapriya.

ATR of the meeting held on 02/02/2023

The AISHE data was successfully uploaded on the Portal on 3rd March 2023

India Today – MDRA Best Colleges Ranking was uploaded on 5th April 2023 and the Hansa Research Foundation Week ranking data, shortly thereafter.



MR. DANIEL CHALKE
IQAC COORDINATOR