



## BHARATH COLLEGE OF SCIENCE AND MANAGEMENT

(UGC Recognised 2 (f) & 12 (B) Institution)

(Affiliated to Bharathidasan University, Tiruchirappalli-24)

Sponsored by K. Nadimuthu Memorial Educational Trust

Bharath Avenue, Near New Bus Stand, THANJAVUR - 613 005. Tamil Nadu, S.India

☎ Off : 04362 - 227937, 228081 - Fax : 04362 - 227185

E-Mail : bharathcollege@gmail.com - Website : www.bharathcollege.edu.in

Minutes of the IQAC meeting held on June 12, 2017 at 02:00 PM, in the Committee Room, Bharath College of Science and Management.

Present:

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
Dr. N. Vanitha	Asso. Professor	Member
Dr. T.M. Premnath	Asso. Professor	Member
Dr. R. Ramesh	Asso. Professor	Member
Dr. M. Sadhanantham	Asso. Professor	Member
Dr. J. Senthamarai	Asso. Professor, Dept. of Hindi, SRC College, Trichy.	University Representative, Bharathidasan University
Dr. Milton	Dean, Dept. of HM & Tourism, Bharath University, Chennai	Academic External Expert
Mr. K. Mathiyalagan	Corporate HR, GRT Group of Hotels, Chennai	Industrial External Expert
Mr. S. Satheesh Kumar	Operational Manager, Sodexo, Coimbatore	Alumini Member
Ms. A. Asha	PG Student FSMD	Student representative
Mrs. Madhimalar	President, Nanjikottai Panjayat, Thanjavur	Local Society Member
(Dr). M. Sugumar	Asst. Professor, BCSM	IQAC Co-Ordinator

  
IQAC Co-Ordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Chairperson  
PRINCIPAL  
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### Minutes of IQAC Meeting held on 12.07.2017

1. The Chairperson, welcomed the members to the meeting.
2. The minutes of the meeting discuss detailed about the academic curriculum and highlighted the implementation of new skill development courses.
3. The coordinator, IQAC presented his responsibilities of the promotion of policies and implementations to the curriculum.
4. Assigning various activities to the department for regular practicing of various activities.
5. The meeting ended with a vote of thanks to the chairperson.

  
IQAC Co-Ordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Chairperson  
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### Minutes of the Meeting of the Internal Quality Assurance Cell

Friday 05<sup>th</sup> January, 2018 (02.00 PM)

#### Members present:

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
Dr. N. Vanitha	Asso. Professor	Member
Dr. T.M. Premnath	Asso. Professor	Member
Dr. R. Ramesh	Asso. Professor	Member
Dr. M. Sadhanantham	Asso. Professor	Member
Dr. J. Senthamarai	Asso. Professor, Dept. of Hindi, SRC College, Trichy.	University Representative, Bharathidasan University
Dr. Milton	Dean, Dept. of HM & Tourism, Bharath University, Chennai	Academic External Expert
Mr. K. Mathiyalagan	Corporate HR, GRT Group of Hotels, Chennai	Industrial External Expert
Mr. S. Satheesh Kumar	Operational Manager, Sodexo, Coimbatore	Alumini Member
Ms. A. Asha	PG Student FSMD	Student representative
Mrs. Madhimalar	President, Nanjikottai Panjayat, Thanjavur	Local Society Member
(Dr). M. Sugumar	Asst. Professor, BCSM	IQAC Co-Ordinator

IQAC Coordinator

(Dr). M. SUGUMAR,

IQAC CO-ORDINATOR,

Bharath College of Science & Management,  
Thanjavur - 613 005.



Chairperson

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### Minutes of the Meeting of the Internal Quality Assurance Cell

The meeting considered the recommendations of emerging courses implementation by regulating Certificate Courses and Value-Added Courses to the student's career support

This committee has decided Certificate course conducting for freshers and value-added courses to II and III years of UG students. The regular faculty are instructed to attend the Conferences, Seminars, Workshops etc.

The Committee deliberated on different aspects of the recommendations presented before it and resolved that the revised scheme as recommended by the members committee is adopted with immediate effect.

  
IQAC Coordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.





Principal

**PRINCIPAL**

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Minutes of the IQAC meeting held on June 11, 2018 at 11.30 A.M in the Committee Room, Bharath College of Science and management.

Present:

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
Dr. N. Vanitha	Asso. Professor	Member
Dr. T.M. Premnath	Asso. Professor	Member
Dr. R. Ramesh	Asso. Professor	Member
Dr. M. Sadhanantham	Asso. Professor	Member
Dr. J. Senthamarai	Asso. Professor, Dept. of Hindi, SRC College, Trichy.	University Representative, Bharathidasan University
Dr. Milton	Dean, Dept. of HM & Tourism, Bharath University, Chennai	Academic External Expert
Mr. K. Mathiyalagan	Corporate HR, GRT Group of Hotels, Chennai	Industrial External Expert
Mr. S. Satheesh Kumar	Operational Manager, Sodexo, Coimbatore	Alumini Member
Ms. A. Asha	PG Student FSMD	Student representative
Mrs. Madhimalar	President, Nanjikottai Panjayat, Thanjavur	Local Society Member
(Dr). M. Sugumar	Asst. Professor, BCSM	IQAC Co-Ordinator

IQAC Co-Ordinator

(Dr). M. SUGUMAR,  
IQAC CO-ORDINATOR,  
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Chairperson

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### Minutes of the Meeting

1. The chairperson welcomed the members to the meeting. He expressed his appreciation of the work done by the coordinator of the cell (Dr). M. Sugumar underlining the quality assurance initiatives undertaken by IQAC under his leadership such as faculty lecture series, Alumni Lecture series and starting the value-added courses. The minutes of the previous meeting held on January 05, 2018 were confirmed.
2. **Academic and Administrative Audit**  
It was decided that an academic and administrative audit shall be conducted in the College by appointing external auditors to be identified by management representative Mrs. Punitha Ganesan. The format of the audit would be decided by the auditors themselves.
3. **Extra-Curricular activities calendar**  
It was decided that IQAC would make a recommendation to the staff council to constitute a two-member committee which will prepare extra-curricular activity calendar. Also, all the proposals for extra-curricular and events shall be routed through this two-member committee for final approval from principal's Office.
4. **Student Progression data Collection**  
It was suggested that student progression data should be collected from students at the time of receiving clearance from library in addition to the already existing mechanism of collecting such data at the time of handing over provisional certificates to the students to facilitate comprehensive collection of data.
5. **Assistant**  
The need to prepare reports for NAAC has added an additional responsibility of collecting and collating information regarding teacher publications, their participation in FDPs and conference, College's admissions, scholarships, results, extra-curricular activities, MOUs. Lectures, FDPs conducted by the College etc. Currently the administrative support systems do not have seamless mechanism for obtaining and rearranging the data in the formats required by rating agencies, Therefore, the IQAC resolves that an office assistance should be hired for the purpose of collecting data in the format required by NAAC and other rating agencies.
6. **Attendance monitoring system**  
In Order to reinforce attendance monitoring system, it was decided that an email would be sent to the parents, sharing attendance of the students from January to March, Further students with low attendance would be required to appear in person before a committee prior to issuing of their admit cards, it was also resolved to link attendance with eligibility to participate in placements, extra-curricular activities and value-added courses.







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### 7. Present Teacher Forum and Graduation Ceremony

It was proposed to constitute a parent teacher forum, The graduation ceremony for outgoing students should be organized on a grand scale involving parents and guardians to facilitate forging strong institutional association with them and also provide them an opportunity to participate in the achievement of their ward.

### 8. Zero Failure Rate

In order to achieve the target of zero percent failure rate it was decided that the examinations results of the upcoming examinations should be analyzed in detail to identify the prominent reasons causing occurrence of failure among students so that steps could be taken to overcome them.

### 9. Revision of Reward schemes

The Chairperson governing body has been repeatedly emphasizing the need to raise the academic standards of the college to maintain its high ranking and prestigious image. To give a material shape to the vision of the chairperson it was decided that the schemes of "Academic Excellence" and Reward Scheme for research publications should be revised. A committee consisting of Mrs. Punitha Ganesan and Dr. P. Kavitha was constituted to make recommendations in this regard.

IQAC Coordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



Chairperson

**PRINCIPAL**

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A meeting of the IQAC was held on January 05, 2019 at 11.00 AM in the Committee Room. Following members were present

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
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Coordinator

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## Minutes of the Meeting

The meeting started with the welcome remarks of the principal, The principal presented an overview of the issues to be discussed in the meeting in the context of enhancing quality enhancement.

### 1. Efficiency Awards and Funding for Regular Faculty:


It was proposed that regular faculty members should also be reimbursed the expenses they incur for **attending Local, National and International conferences/ workshops/ seminars** etc. In this context two-member committee comprising of Mrs. Punitha Ganesan, Management Representative and Dr.P. Kavitha, Associate Professor was formed to look into the issue of funding of faculty of the college by the **KNME** Trust of academic excellence in detail and suggest changes. Terms of references included: 1. Eligibility Criteria for regular faculty for availing the financial assistance. 2. Total amount allocated under the scheme and for individual teachers, non-teaching staff and students, 3. Maximum number of participants to be permitted to avail funding under the scheme.

### 2. Use of ICT for Internal Assessment

The college should take steps towards making the Internal assessment process more transparent and its workflow smoother through ICT for which necessary software or application should be made available.


### 3. Earn while learning scheme for students

To help the economically weaker students the college should introduce earn and learn scheme under which shortlisted students will be required to work for limited number of hours to the local industry, institute against payment. The placement cell will assist to find out the student's requirement.

  
Coordinator, IQAC

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Chairperson  
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Minutes of the proceeding of the IQAC meeting held on 03.06.2019 at 10.30 A.M in the committee Room, Bharath College of Science and management.

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
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IQAC Co Ordinator

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## Minutes of Meeting:

1. The Chairperson welcomed the members to the meeting.
2. The minutes of the previous meeting held on January 05, 2019 were confirmed.
3. The following issues were discussed.

### i) Value Added Courses:

Detailed discussions on various aspects of Value-Added Courses were held. It was informed that a separate committee comprising of faculty members has been assigned the responsibility for working out the modalities of the value-added courses. It was further informed that talks regarding value added courses with external agencies are in progress. The college is planning to promote Value Added Courses in the forthcoming semester.

### ii) Proposed Activities/ Programme:

The proposed programmes for teaching and non-teaching staff were briefed. It was informed that a workshop on "Capability" for faculty members, and on 'quality initiations' for non-teaching staff have been planned. In semester break of December, 2019 Faculty Development Programme is to be organized. It was reported that the faculty lecture succession, which was initiated under IQAC, was a huge success and, therefore, this will be continued in the forthcoming semester as well.

### iii) Research Initiatives:

It was informed that a Research Council and Projects committee under the convenorship of Dr. Sarumathi, Assistant professor, has been constituted to augment the research competencies, especially of the faculty

### iv) Consultancy:

It was informed that faculty members of the college had conducted a Faculty Development Programme associate with Indian institute of Food Processing Technology, Thanjavur as per the terms of MOU. It was informed that the college is anticipating collaboration with other institutions as well, Recently, talks have been held by a faculty for similar collaboration with Tamil University, Thanjavur

IQAC Co-Ordinator

(Dr). M. SUGUMAR,  
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v) **Conference:**

It was informed that an international conference in association with Mr. Karthikeyan, France has been planned on the concept of Skill Development, Entrepreneur, Women Empowerment, at Thanjavur, In this context.

vi) **Mentorships:**

It was suggested to set a formal mentor-mentee system in the college. In this context, it was suggested to assign faculty members as mentors for students with well-defined mentor roles and contact. It was proposed that the task be taken up by the Teacher-In-Charge of Science and Management Department respectively.

vii) **MIS:**

It was suggested to introduce an integrated MIS system to be used by for the accounts office. Administration Office, Library and management of student's database. Including student progression and placement activities. It was decided that a dedicated committee be formed for completion of this task. Presentations from different vendors are being worked out in this regard

viii) **Analysis of Academic Results:**

It was suggested that the Academic standards Committee analyze the academic results of the courses for identification of strengths and weaknesses, highlighting the areas of improvement

ix) **Recording of Lectures:**

It was suggested to explore the viability of recording of lectures to improve revision facilities for students, if taken forward, a room could be dedicated for the same.

4. The meeting with a vote of thanks to the chairperson.

Coordinator, IQAC

(Dr). M. SUGUMAR,  
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## Minutes of Internal Quality Assurance Cell

A Meeting of the IQAC was held on 03.06.2019 at 2.30 pm in the College Committee room.

Members present:

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
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### Minutes of Meeting

1. The details regarding value added courses were shared. It was stated that the college is in the process of introducing the following value-added courses.

Career development.  
Soft skills development.  
Coding Theory  
Facility Management  
Art of office Management  
Business plan and Entrepreneur ethics  
Social Media Marketing

It was decided that these courses may be floated and simultaneously a policy framework should be formulated to work out the details.

2. The information regarding progress of the IQAC and the college in organizing various seminars and workshops was shared.
3. The status of student attendance in the college was deliberated upon. It was informed that an attendance regulatory committee has been formed to assess and monitor the attendance of the students in the college.
4. The various initiatives of the college in promoting research were taken up. It was proposed that the Journal of Humanities and Social studies be referred to inter departmental committee.
5. It was also informed that an MOU with IIFPT, Thanjavur for research.
6. The meeting ended with a vote of thanks to the chairperson.

  
IQAC Coordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Principal  
PRINCIPAL

Bharath College of Science and Management  
Bharath Avenue (Near New Bus Stand)  
THANJAVUR - 613 005.





## BHARATH COLLEGE OF SCIENCE AND MANAGEMENT

(UGC Recognised 2 (f) & 12 (B) Institution)

(Affiliated to Bharathidasan University, Tiruchirappalli-24)

Sponsored by K. Nadimuthu Memorial Educational Trust

Bharath Avenue, Near New Bus Stand, THANJAVUR - 613 005. Tamil Nadu, S.India

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E-Mail : bharathcollege@gmail.com - Website : www.bharathcollege.edu.in

### Minutes of the Meeting of the Internal Quality Assurance Cell

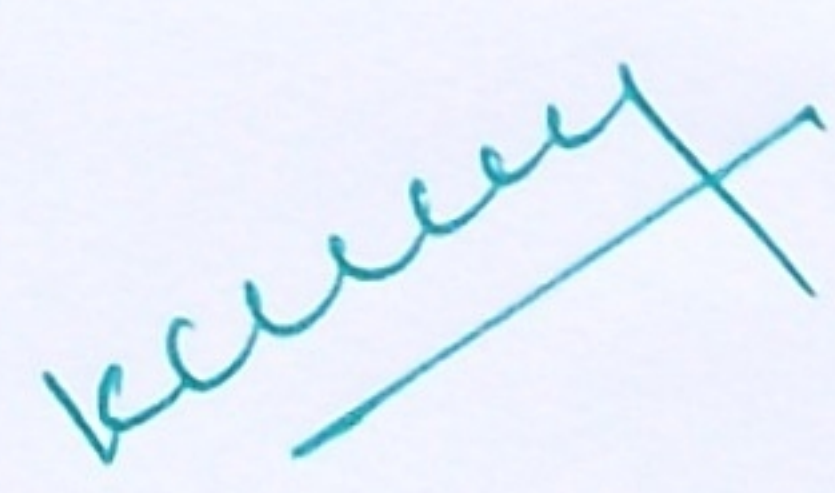
A meeting of the IQAC was held on 01.07. 2021 at 09.30 AM. The following members were present:

Name of the members	Designation	NAAC specified Category
Dr. K. Kumar	Principal	Chair Person
Dr. T. Veerasamy	Director (Academic)	Member
Mrs. Punitha Ganesan	Secretary	Management representative
Dr. P. Kavitha	Asso. Professor	Member
Dr. R. Aravazhi	Asso. professor	Member
Dr. A. Suraiya	Asso. Professor	Member
Dr. R. Vanathi	Asso. Professor	Member
Dr. N. Vanitha	Asso. Professor	Member
Dr. T.M. Premnath	Asso. Professor	Member
Dr. R. Ramesh	Asso. Professor	Member
Dr. M. Sadhanantham	Asso. Professor	Member
Dr. J. Senthamarai	Asso. Professor, Dept. of Hindi, SRC College, Trichy.	University Representative, Bharathidasan University
Dr. Milton	Dean, Dept. of HM & Tourism, Bharath University, Chennai	Academic External Expert
Mr. K. Mathiyalagan	Corporate HR, GRT Group of Hotels, Chennai	Industrial External Expert
Mr. S. Satheesh Kumar	Operational Manager, Sodexo, Coimbatore	Alumini Member
Ms. A. Asha	PG Student FSMD	Student representative
Mrs. Madhimalar	President, Nanjikottai Panjayat, Thanjavur	Local Society Member
(Dr). M. Sugumar	Asst. Professor, BCSM	IQAC Co-Ordinator

  
Coordinator

**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Chair Person

**PRINCIPAL**  
Bharath College of Science and Management  
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### Minutes of Meeting:

01. The Meeting Began with welcome address by the Chairperson and presented the agenda to be discussed.
02. The committee highly appreciated to all the faculties steps have taken towards the digitalization of teaching during the pandemic period – Covid 19
03. Various additional tools that can be used to this platform, apart from daily attendance and assessment, were discussed and certain suggestions were made by the Committee members
04. Preparation for classes in physical mode In line with Bharathidasan University, Tiruchirappalli directive on switching online classes to physical mode, it was informed that was in the process of making preparations for welcoming the students and staff back on campus.
05. Members were informed that discussions with various participants are being undertaken to ensure that the smooth evolution of classes from virtual to physical mode, keeping in mind the COVID-19 appropriate behavior and precautions.
06. The meeting ended with a vote of thanks to the chairperson

  
IQAC Co Ordinator  
**(Dr). M. SUGUMAR,**  
IQAC CO-ORDINATOR,  
Bharath College of Science & Management,  
Thanjavur - 613 005.



  
Chairperson  
**PRINCIPAL**  
Bharath College of Science and Management  
Bharath Avenue (Near New Bus Stand)  
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