



# Sadakathullah Appa College

An Autonomous Institution Re-Accredited with 'A' Grade by NAAC

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## The Report of the IQAC Steering Committee Meeting held on 17.03.2018.

The members of the IQAC Steering Committee met at e-conference Hall at 11.00am to discuss various agendas. The proceedings set out with recitation of Holy Quranic verses by Mr. J.Ubaiyathulla, Head of the Department of Arabic. The Coordinator of IQAC, Dr. A. Syed Mohamed welcomes the gathering. The Principal, Dr. M. Mohamed Sathik presided over the meeting and presented the Presidential Address.

The first agenda on the minutes of previous Steering Committee was presented by Dr. A. Syed Mohamed. Then there arose discussion on the tenure of non-teaching staff to which the special invitee, Dr. Senthamarari Kannan, Educationist and Senior Professor and Head Department of statistics suggested that the tenure of each non-teaching staff at the present position may be defined to a stipulated period of three years. The Controller of Examinations, Dr. S.H. Mohamed Ameen gave his suggestion that a grace mark of two might be given to the failures in the UG and the PG for a maximum of three papers in which they failed. The Special invitee, Dr. Senthamarai Kannan, the Educationist once again came up with his opinion that additional sections of B.A. English and B.Sc Mathematics in the unaided category shall be started from the academic year 2018 -2019. In relation to that, the Principal, Dr. M. Mohamed Sathik opined that the nomenclature of B.A. Islamic Studies may be changed as B.A. Arabic.

Dr. S.M. Abdul Kadar, Assistant Professor of Physics, hinted that the year-plan for the academic year 2018 – 2019 could be approved. Then, a report on the future plan for the next academic year was submitted by the Principal, Dr. M. Mohamed Sathik. When the discussion came on this, Dr. A. Syed Mohamed, IQAC Coordinator insisted that the staff, who are availing of leave, shall make prior arrangements to engage their classes and no class may be left free. The Educationist, Dr. K. Senthamarai Kannan elicited his suggestion that the PG Course M.Sc. Industrial Microbiology, which was run between 2009 and 2012 academic years may be renamed and started anew as M.Sc. Microbiology from the academic year 2018 – 2019.

The meeting came to a close with vote of Thanks by Mr. S. Khaleel Ahamed, Assistant Coordinator of IQAC.

**PRINCIPAL**  
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## **The Report of the IQAC Steering Committee Meeting held on 03.11.2018.**

The Steering Committee of the IQAC met at 11.00 am at the e-conference Hall. The meeting started with invocation of few verses from Holy Quran by Mr. J. Ubaiyathulla, Head of the department of Arabic. The IQAC Coordinator, Dr. A. Syed Mohamed welcomed all those present at the meeting. The Principal and the IQAC Chairperson, Dr. M. Mohamed Sathik presided over the meeting and presented the Presidential Address.

The discussion began with the first agenda, a report on the minutes of last Steering Committee submitted by Dr. A. Syed Mohamed. Our Special Invitee, the Educationist. Dr. K. Senthamarai Kannan, Senior Professor of Statistics, Manonmaniam Sundaranar University, made a suggestion to approve all the reports submitted by the IQAC coordinator. He also suggested to approve the course structure and the syllabi framed for the UG, PG, M.Phil and Ph.D programmes in the Aided and the Unaided streams. Dr. Janet Rani, Head of the department of Microbiology opined that the Yoga Classes may be conducted for the non-Muslim students. This was followed by an opinion from the Controller of Examinations, Dr. S.H. Mohamed Ameen that the course-wise attendance shall be implemented. In addition, He added that the course-wise condonation fee of Rs. 200/- may be collected from the students, from the even semester of the academic year 2018 - 2019 onwards.

The discussion got going with suggestions made on the next agenda, a report on the policies framed. The Principal, Dr. M. Mohamed Sathik opined that the policies framed for the promotion of the Research and Consultancy may be approved. Dr. S.M. Abdul Kader put forward his opinion that the policies stating the code of ethics to check malpractices and plagiarism in Research may be approved. The Assistant Professor of Zoology, Dr. M.I.Zahir Hussain suggested that the policies regarding disciplinary action to be taken on accusations of malpractices in examinations shall be on a par with policies adopted in the Manonmaniam Sundaranar University.

The Educationist, Dr. Senthamarai Kannan hinted that the AQAR for the academic year 2017-2018 may be approved. Then, the last agenda on the report of the future plans was presented by Dr. M. Mohamed Sathik. For this agenda, the special invitee, Dr. Senthamarai Kannan, the Educationist proposed that the biometric attendance shall be submitted to the Secretary every Tuesday. The discussion ended with a proposal made by the Educationist Dr. Senthamarai Kannan that incentives might be given to the paper-presenters at International Seminars/Workshops/Conferences.

The meeting concluded with vote of thanks by the Assistant Coordinator of IQAC, Mr. S. Khaleel Ahamed.



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