

MADURAI KAMARAJ UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL meeting held on
22.08.2014 at 03.30 pm in IQAC Meeting Hall

Members :

Dr. Kalyani Mathivanan, Vice-Chancellor
Dr. N. Rajasekar, Registrar

Dr. K. Ravichandran , School of Business Studies
Dr. S. Chandrasekaran, Special Officer (R&P)
Dr. G. Kumaresan, Special Officer (P&D)
Dr. T. Dharmaraj, School of Performing Arts
Dr. C. Gopinathan, School of Energy Envir. and Natural Resources
Dr. K. Muruga Poopathi Raja, School of Chemistry
Dr. A. Basherrudin Mahmud Ahmed, School of Physics
Dr. R.S. Suja Rose, School of Earth and Atmospheric Science
Dr. S. Jenefa, School of Linguistics and Communication

CHAIR PERSON
Convenor

Director
Deputy Director
Member
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AGENDA

1. To discuss the ongoing Academic Audit
2. To discuss the conduct of Financial Audit
3. Preparing the MoU format and
4. Non-teaching staffing structure of IQAC

Minutes of the meeting :

1. The committee discussed about the Academic Audit reports of various schools and centres and requested Dr. T. Dharmaraj and Dr. R.S. Suja Rose, Members of the IQAC to submit a consolidated report for all the Schools and Centres in the next IQAC meeting.
2. In connection with Financial Audit, the committee suggested that the Financial Audit process will be finalised after discussion with Finance Officer and Deputy Director, L.F. Audit of Madurai Kamaraj University.
3. The Committee requested Dr. A. Basherrudin Mahmud Ahmed and Dr. S. Jenefa to analyse and prepare a draft for Memorandum of Understanding (MoU). *to be signed with outside agencies by the University*
4. The Committee suggested to restructure the IQAC office with One Assistant Registrar, One Superintendent, One Assistant and One Attender.

MEMBERS PRESENT :

Dr. K. Ravichandran *K. Ravichandran 22/8/14*
Dr. T. Dharmaraj *Dharmaraj 22/8/14*
Dr. C. Gopinathan *C. Gopinathan 22/8/2014*
Dr. K. Muruga Poopathi Raja
Dr. A. Basherrudin Mahmud Ahmed *A. Bash*
Dr. R.S. Suja Rose *R. Suja Rose*
Dr. S. Jenefa

MADURAI KAMARAJ UNIVERSITY

Internal Quality Assurance Cell (IQAC)

Weekly meeting – 22.08.2014

Members :

Dr. Kalyani Mathivanan, Vice-Chancellor

CHAIR PERSON

Dr. N. Rajasekar, Registrar

Convenor

Members Present :

Name of the Member	Signature
Dr. K. Ravichandran	<i>K. Ravichandran</i>
Dr. S. Chandrasekaran	
Dr. G. Kumaresan	
Dr. T. Dharmaraj	<i>Dharmaraj</i>
Dr. C. Gopinathan	<i>C. Gopinathan</i>
Dr. K. Muruga Poopathi Raja	<i>K. Muruga Poopathi Raja</i>
Dr. A. Basherrudin Mahmud Ahmed	<i>A. Basherrudin Mahmud Ahmed</i>
Dr. R.S. Suja Rose	<i>R.S. Suja Rose</i>
Dr. S. Jenefa	<i>S. Jenefa</i>



Madurai Kamaraj University

(University with Potential for Excellence)
Re-accredited by NAAC with 'A' Grade in the 3rd Cycle
Madurai - 625 021.



Internal Quality Assurance Cell (IQAC)

Date: 30.08.2014

ACTION TAKEN REPORT

The action taken by the IQAC to implement the decisions taken by the members of IQAC on the meeting held on 22.08.2014 at 3.30 p.m. IQAC conference hall, MKU.

S. No.	Suggestions / Decisions	ACTION TAKEN
1	Preparation of Consolidated Academic Audit Report	The academic audit from various schools received by IQAC is consolidated by Dr. T. Dharmaraj & Dr. R.S. Suja Rose.
2	Financial Audit	A meeting with FO, DD, and LF Audit was conducted on 26.08.2014.
3	Preparing MoU format	Discussion for preparing the draft MoU is initiated with Dr. A. Basherrudin Mahmud Ahmed and Dr. S. Jenifa.
4	Non-teaching staff structure of IQAC	Requested the authorities to restructure the non-teaching staff of IQAC.

K. Raveendra
Director (IQAC)