

INTERNAL QUALITY ASSURANCE CELL (IQAC)  
Bishop Heber College (Autonomous), Tiruchirappalli – 620 017

**Minutes of the Meeting of the IQAC Committee**

June 10, 2016 (Friday) | 10.00 a.m. | Council Room

Members present in the meeting:

- Principal
- Dean of IQAC
- Members of IQAC

**Agenda : Year Plan for the Academic Year 2016-2017**

The meeting started with a prayer by the Associate Dean of IQAC and initiated by the Dean of IQAC. The faculty development programmes and workshops organized during the previous academic year and the academic profile of all the teachers and students were discussed during the meeting.

- A discussion was held on the **Students' Feedback 2015-16**. This survey was held on 10 parameters.
- Principal announced that the College has been upgraded from 'College with Potential for Excellence' to College of Excellence. He appreciated the role of IQAC in supporting the College to earn added credentials.

The following activities were planned for the academic year 2016-17.

- June 10, 2016: Workshop for Trainers of e-module for select faculty.
- June 13, 2016: Faculty Recharging programme for entire staff members
- June 2016: Orientation programme on e- initiatives, for Non-Teaching Staff Members
- July 2016: Capacity Building Workshop for members of staff (SF) with less than 5 years of experience
- September 2016: Launching a full-fledged e-attendance portal
- January 2017: Faculty Empowerment Workshop for the Newly Recruited Members of Staff
- March 2017: Faculty Enrichment Programme for the members of staff who are yet to qualify
- March 2017: Students' Feedback
- March 2017: Visit of Autonomy Review committee
- March 2017 : Academic Audit as well as the selection of the Best Arts and Science Departments

The meeting ended with a vote of thanks by the Dean of IQAC.

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