

YMCA College of Physical Education, Chennai - 600035

Minutes of the IQAC meeting held on 12.07.2018 at 5.00 p.m at conference Hall

**Members Present:**

Dr. George Abraham - Chairperson/Principal  
Dr. K. Jothi Dayanandan - Coordinator

Senior Administrative Officers

Mr. Koshy Mathew - Chairman YCPE Board of Management  
Mrs. Divya Mary Dany - Finance Officer

Internal Members:

Dr. S. Johnson Premkumar - Asst. Professor  
Dr. J. Glory Darling Margaret - Asst. Professor  
Dr. J. Jackson Sutharsingh - Asst. Professor  
Dr. S. Gladly Kirubakar - Asst. Professor  
Dr. R. Prabu - Librarian

**Agenda 1: Prayer** The meeting started with a word of prayer by Dr. J. Glory Darling Margaret, Assistant professor.

**Agenda: 2 BUCK SPORTS FESTIVAL 2018**

Dates: Principal Dr. George Abraham informed the dates for BUCK SPORTS FESTIVAL 2018 as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> August 2018. He presented the organizing committee members and the coordinators of various sports and games.

Entries: Dr. S. Johnson Premkumar, organizing secretary informed that entry forms will be ready for distribution in the forthcoming week and the last date for receiving the filled in entries was fixed on 25<sup>th</sup> July 2018. It was decided to distribute the entries to various institutions through social media , post and by hand through the students for better and quick response.

Trophies: Dr. S. Johnson Premkumar, organizing secretary highlighted the events, trophies, medals and programme of last year and said that “ROLLING TROPHY” will be introduced from this year onwards for all sports and games. Further, Individual medals and Team trophies will be given for the first three positions. Staff members were asked to give the number of medals and trophies required for their games. He requested the coordinators of various to the give the names of winners and runner up of last year.

Bonafide Certificates: It was instructed by Dr. S. Johnson Premkumar, the organizing secretary to check and receive the Bonafide certificates of the Players and athletes by the coordinators of various sports concerned before the start of the matches.

Events: Dr. K. Jothi Dayanandan suggested restricting the events for Archery in various categories. It was suggested to substitute Shooting Competition and introduce Taekwondo for which Mr. Rajesh, Assistant Professor will be coordinator. It was decided to include Boxing for which Mr. Sathish, Assistant Professor will be the coordinator. Principal Dr. George Abraham suggested including 400 mts for college men and women in Track & Field Meet.

Preliminary Rounds: Preliminary Round matches required for the sports and games concerned could be conducted from 30<sup>th</sup> July 2018

System of Play: Dr. S. Johnson Premkumar, the organizing secretary informed the coordinators of various games to conduct matches on “League cum Knock out system of play” in Buck Sports Festival.

### **Any other Business**


TNPESU Intercollegiate Tournament: Dr. S. Johnson Premkumar, Extramural Director that the following Intercollegiate Tournaments will be conducted in YMCA College of Physical Education in 2018-19

Handball - Women  
Football - Men  
Basketball- women  
Track & Field – Men & Women

The tentative date was fixed between 8<sup>th</sup> October – 12<sup>th</sup> October 2018.

As there were no points for discussion, the meeting came to an end.

  
Dr. K. Jothi Dayanandan  
IQAC Coordinator

  
Dr. George Abraham  
Principal

YMCA College of Physical Education, Chennai - 600035

Minutes of the IQAC meeting held on 05.09.2018 at 3.00 p.m at Conference Hall

**Members Present:-**

Dr. George Abraham - Chairperson/Principal  
Dr. K. Jothi Dayanandan - Coordinator

Senior Administrative Officers

Mr. Koshi Mathew - Chairman YCPE Board of Management  
Mrs. Divya Mary Dany - Finance Officer

Internal Members:

Dr. S. Johnson Premkumar - Asst. Professor  
Dr. J. Glory Darling Margaret - Asst. Professor  
Dr. J. Jackson Sutharsingh - Asst. Professor  
Dr. S. Glady Kirubakar - Asst. Professor  
Dr. R. Prabu - Librarian

**Agenda 1: Prayer** The meeting started with a word of prayer by Dr. S. Johnson Premkumar, Assistant Professor

**Agenda 2: Teachers Day** Principal Dr. George Abraham wished all the teachers a “Happy Teachers Day” and highlighted the contribution of Dr. Sarvepalli Radhakrishnan who was a philosopher, scholar, teacher, and politician and his dedicated work towards education. All the Teachers shared about the inspirational values that they experienced in their teachers at school and colleges. He informed that the management will honour the teachers by giving Rs. 2000/- as cash. He gave a surprised Grand Lunch for all the teachers on the same day.

**Agenda 3: Intercollegiate Tournaments** Principal Dr. George Abraham informed that YMCA College of Physical Education is organizing TNPESU Inter collegiate Tournaments in Football, Handball, Archery, Boxing and Athletics Championship in the month of September and October 2018. A separate meeting will be conducted to discuss the staff responsibilities regarding the conduct of the Tournaments.

As there were no points for discussion, the meeting came to an end.



Dr. K. Jothi Dayanandan  
IQAC Coordinator



Dr. George Abraham  
Principal

YMCA College of Physical Education, Chennai - 600035

Minutes of the IQAC meeting held on 17.09.2018 at 11.00 a.m at conference  
Hall

**Members Present:-**

Dr. George Abraham - Chairperson/Principal  
Dr. K. Jothi Dayanandan - Coordinator

Senior Administrative Officers

Mr. Koshy Mathew - Chairman YCPE Board of Management  
Mrs. Divya Mary Dany - Finance Officer

Internal Members:

Dr. S. Johnson Premkumar - Asst. Professor  
Dr. J. Glory Darling Margaret - Asst. Professor  
Dr. J. Jackson Sutharsingh - Asst. Professor  
Dr. S. Gladly Kirubakar - Asst. Professor  
Dr. R. Prabu - Librarian

**Agenda 1: Prayer** The meeting started with a word of prayer by Dr. Abraham Davidson, Assistant Professor

**Agenda 2: Intercollegiate Tournaments** Principal Dr. George Abraham informed that YMCA College of Physical Education is organizing TNPESU Inter collegiate Tournaments in Football, Handball, Archery and Boxing between 20<sup>th</sup> and 23<sup>rd</sup> September 2018

He informed that Mr. Sukumar, Secretary, Chennai Football Association has contented to be the chief guest to inaugurate the Tournament.

Dr. S. Johnson Premkumar, Organizing Secretary, informed that the above mentioned Intercollegiate Tournament is proponed due to the advancement of Interuniversity competitions. Further, he allotted the staff responsibilities as follows

Dr. J. Samuel Jesudass expressed that there is a need to purchase flags and ply cards and the estimated amount would be Rs. 5000/-.

Dr. James requested to inform well in advance the number of staff and officials to whom the food has to be provided. The players can have food at the rate of Breakfast- Rs. 35 /- Lunch – Rs. 50 /- Dinner – Rs. 35/-

Mr. K. Karthikeyan, staff incharge for accommodation said that men staff from various colleges can be accommodated in the guest house. Players from various colleges will be accommodated in the class rooms and hostels. Mr. Sathish was asked to make necessary arrangements.

Dr. S. Johnson Premkumar, Organizing Secretary suggested to conduct Managers meeting at 8.00 a.m., in the class room on 20<sup>th</sup> September. Further the budget for the Intercollegiate Tournament was discussed.

**Agenda 3: Any Other matter** Principal informed that he was invited by Dr. Sheila Stephen, ViceChancellor, TNPESU along with Dr. K.Jothi, Dr. S. Johnson Premkumar to discuss about the mass display of Physical Activity in one of the Chief Ministers Programme which is scheduled in the month of October 2018.

Dr. K. Jothi said that she would like to prepare a “Figure Marching” display with 120 students .Principal asked her to prepare the budget and submit to the university

As there were no points for discussion, the meeting came to an end with a word of prayer by Dr. S. Gladly Kirubakar.



Dr. K. Jothi Dayanandan  
IQAC Coordinator



Dr. George Abraham  
Principal



YMCA College of Physical Education, Chennai - 600035

Minutes of the IQAC meeting held on 14.12.2018 at 11.00a.m at Conference Hall.

**Members Present:-**

Dr. George Abraham - Chairperson/Principal  
Dr. K. Jothi Dayanandan - Coordinator

Senior Administrative Officers

Mr. Koshy Mathew - Chairman YCPE Board of Management  
Mrs. Divya Mary Dany - Finance Officer

Internal Members:

Dr. S. Johnson Premkumar - Asst. Professor  
Dr. J. Glory Darling Margaret - Asst. Professor  
Dr. J. Jackson Sutharsingh - Asst. Professor  
Dr. S. Gladly Kirubakar - Asst. Professor  
Dr. R. Prabu - Librarian

**Agenda 1: Prayer** The meeting started with a word of prayer by Dr. S. Johnson Premkumar Assistant Professor

**Agenda 2: Carols and Christmas Celebration** Dr. George Abraham, Principal informed that Carols and Christmas Celebration will be celebrated on 20<sup>th</sup> January 2018 at the Kho-Kho court. Invitation has been extended to the Retired Bishop who will deliver the Christmas message. The responsibilities of staff was informed as follows

Master of Ceremony: Dr. E. Abraham Jebasingh, Mr. Balaraman

College Choir: Dr. J. Jackson Sutharsingh, Dr. Prabhu, Mr. Christopher Vijay, Dr. Bobby

Christmas Dinner: Dy. Wardens (Men & Women ) & Sub Wardens

Dance: Mrs. Hepziba & Mrs. Mabelda

Stage Arrangements & Decoration: Dr. Ponanbarasu, Mr. B. Praveen doss, Mr. R. Rajesh, Mrs. J. Komala

Chair and Table Arrangements: Dr. J. Samuel Jesudass, Mr. v. Sai Abinav

Christmas Gifts & Memento: Dr. J. Jackson Dr. J. James, Dr. I. Iyappan, Dr. R. Prabhu

Photographs: Mr. M. Felix Arockiaaraj, Dr. G. Bobby

Manager Scene: Dr. S. Gladly Kirubakar , Dr. S. Jerome David, Dr. G. Bobby

Invitation & Reception: Dr. K. Jothi Dayanandhan, Mr. Sathish Kumar

PA system: Mr. K. Karthikeyan

Santa Clause: Mr. B. Praveendass

Candles / Song sheets / Cake: Mrs. Hepziba , Mr. Mugil

General Discipline: All Teachers

Refreshments Guests & Staff: Dr. Pon Anbarasu, Mr. Sathish Kumar  
Over all Supervision & Cleanliness (Including water & Washroom): Mr. Alex Santha Nivas, Mr. Sam  
Over all Programme Coordinator: Dr. George Abraham.

### **Agenda 2: Annual Leadership Camp**

The Principal informed that the Annual Leadership Camp will be conducted between 8<sup>th</sup> and 12<sup>th</sup> January 2019 at YMCA Camp site, Yelagiri. Dr. S. Jonson Premkumar, Camp Director presented the Budget. 144 students from B.PEd,- II , B.P.E.S – II , D.P.Ed- II along with 11 staff will participate in the camp. It was decided to have 6 units as follows.

Women: 1 Unit - 33 students

Men – 5 Units (4 Units - 29 Students & 1 Unit – 28 Students)

Dr. George Abraham – Camp Cruiser

Dr. S. Johnson Premkumar – Camp Director

Dr. J. Jackson Sutharsingh – Programme Director

Dr. S. Glady Kirubakar

Dr. Abraham Davidson

Dr. J. Samuel Jesudass

Dr. Ponanbarasu

Dr. G. Bobby

Mrs. Komala

Mr. SaiAbinav

Mr. Mugil - First Aid & Medical

Dr. Prabhu - Special Talk

} Unit Directors

It was decided to divide the Units on 17<sup>th</sup> December 2018 at 4.00 pm.. Principal informed that Students who do not to participate the camp have to redo the course.

**Agenda: 3 Intensive Teaching and Coaching Lesson** Dr. S. Johnson Premkumar, the coordinator informed that Intensive Teaching and Coaching Lesson will be conducted between 23<sup>rd</sup> January 2019 and 15<sup>th</sup> February 2019. BP.Ed- II Year, M.P.EdII Year will undergo Coaching lesson and B.P.Ed I Year and D.P.Ed II Year will undergo Teaching Practice in full working hours of the schools and colleges. The intimation letters will be sent to all schools and colleges on 18<sup>th</sup> December 2019.

**Agenda: 3 Christmas Holidays & Reopening Day** The Principal informed that the college will be closed for Christmas vacation from 22<sup>nd</sup> December 2019 and will be reopened on 7<sup>th</sup> January 2019 at 6.00 a.m.

**Agenda: 4 Pongal Holidays** The Principal informed that the college will be closed for Pongal Holidays from 12<sup>th</sup> January 2019 to 16<sup>th</sup> January 2019.

Pongal Celebration will be conducted on 7<sup>th</sup> January at 7.30 am – 11.00 am. Mr. Praveen Doss will coordinate the programme. The Budget and the programme have to be discussed with the Principal and to be submitted at the earliest for approval.

**Agenda: 5 Colloquium for M.P.Ed**

It was decided to allot the guide first to the students and then to conduct colloquium for M.P.Ed. . It will be conducted on 21st December 2018 at the M.P.Ed Class room. The guides can be allotted preferably in relation to the specialized concerned. Dr. S. Johnson Premkumar will coordinate the programme.

**Agenda :6 Optional And Add on Courses**

Dr. S. Johnson Premkumar the optional Course Coordinator and Mr. Felix Arockkijaraj Add on Course coordinator asked the willingness of the staff for handling classes. Principal informed that 10 classes should be conducted before the certification of the programme.

**Any Other Matter**

1. **Inter class Christmas tree and Manger Scene competition** Inter class Christmas tree and Manger Scene competition will be conducted at 10.00am on 19<sup>th</sup> December 2018 in the respective class rooms. . Dr. James and Sub wardens will coordinate the programme. . The guidelines for the competition will be drawn by Dr. Jackson Sutharsingh. The Principal informed that Rs. 5000/- will be allotted for the programme for the purchase of prizes.
2. **Students Discipline** It was instructed to discipline the men students on their hair style and altering the track pants which is to be confined with the college rules. Women students have to be instructed to report to their hostels in time after the practical classes.
3. **Project Meet**
  - 1) Students should not be imposed with huge amount for the conduct of Project Sports meet
  - 2) More Technical aspect of the meet to be taught to the students
  - 3) Marking of the ground should be done by the students
  - 4) Demonstration to be restricted by one.
  - 5) Staff should be present during the preparation of the meet along with the students.
  - 6) Women students should not be allowed to work in early hours in the morning and late hours in the evening.
  - 7) Project meet should end late by 6.30 pm
  - 8) Equipment has to be returned within 45 minutes after the completion of the meet.



- 9) Students can avail rest in the consecutive morning practicals alone after project meet and should be back to theory class by 10.00 am.
- 10) Teaching faculty should report for the morning practicals following the project meet as the classes concerned are left without teachers.
- 11) Crackers to be strictly prohibited for the meet
- 12) Combined Events should be conducted in Annual Sports meet.
- 13) Two days of meet preparation will be allotted for B.P.E.S, B.P.Ed. & M.P.Ed. Classes and four days of preparation will be allotted for D.P.Ed. Classes.

As there were no points for discussion, the meeting came to an end with a word of prayer by Dr. Prabhu



Dr. K. Jothi Dayanandan  
IQAC Coordinator



Dr. George Abraham  
Principal