

**YMCA COLLEGE OF PHYSICAL EDUCATION, NANDANAM, CHENNAI – 6000 35**

**Minutes of the IQAC Meeting-1 held at 3.30 pm on 05.01.2021 at College Conference Hall**

**Members present**

Mr. Benjamin Franklin , Correspondent & Secretary  
Dr. George Abraham , Principal  
Mr. Rajjiv George  
Dr. J. Glory Darling Margaret IQAC Coordinator  
Dr. K. JothiDayanandhan , Associate Professor  
Dr. S. Johnson Premkumar , Assistant Professor  
Dr. J. Jackson Sutharsingh COE & Assistant Professor  
Dr. S.GladyKirubakar, Assistant Professor  
Dr. R. Prabhu , Librarian

**Agenda**

UGC Pending Matters

The meeting started with a word of prayer by Dr.S. GladyKirubakar. Mr. Benjamin Franklin Correspondent & Secretary welcomed the staff and enquired about the newly admitted students . Dr. George Abraham , Principal reported that all the safety measures have been taken and the students are comfortable

**UGC Pending Matters**

Principal said that he will make a personal visit to UGC Hyderabad to settle the pending issues. He also requested Dr. k. JothiDayanandhan to submit the report of IQAC . She said that IQAC report for 2 years with stock register and UC have been submitted. The report of the third year shall be submitted by me to the principal .Mrs Uma will be called to work for the UGC matters. Principal said that Mrs. Uma IQAC clerk said that she does not possess any data pertaining to college

Pending bills of National Conference have to be sorted with the accounts department.

Mr. Benjamin Franklin , Correspondent & Secretary said that Dr. K. JothiDayanandhan will be the coordinator for Autonomy Extension of YMCA College.

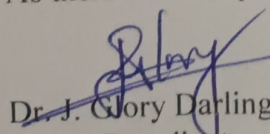
The meeting discussed the importance of 3<sup>rd</sup> Cycle NAAC Accreditation . It was decided to conduct interface meetings for the progress.

The IQAC funds of Rs. 12000/- for organizing workshop seminars and conferences for students , teaching faculty and administrative staff were granted.

The meeting assessed the challenges of conducting classes through online during pandemic . It was decided to conduct all possible events through online .

The IQAC recommended the college management to increase the ICT enabled classrooms for teaching and learning .

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

  
Dr. J. Glory Darling Margaret  
IQAC Coordinator

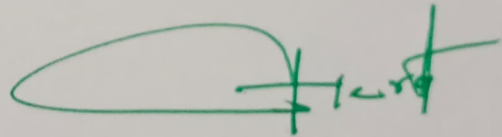
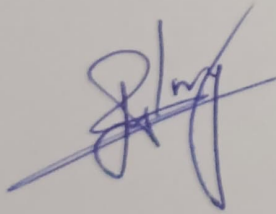


Dr. George Abraham  
Principal

**Principal**  
**YMCA COLLEGE OF PHYSICAL EDUCATION**  
**NANDANAM, CHENNAI-600 035**

## ACTION TAKEN REPORT

1. IQAC report for past five years was submitted with resubmission for 2012-2014  
UC have been submitted
2. Pending bills of National Conference had been sorted and submitted with interest, for  
settlement
3. Dr. Jothi Dayanandanam, the previous IQAC coordinator furnished all the pending queries and  
sent to UGC the GDA amount
4. Purchased 11 zoom account separately for various classes to conduct online classes and  
examination



Principal  
YMCA COLLEGE OF PHYSICAL EDUCATION  
NANDANAM, CHENNAI-600 056

**YMCA COLLEGE OF PHYSICAL EDUCATION, NANDANAM, CHENNAI – 6000 35**

**Minutes of the IQAC Meeting-2 held at 3.30 pm on 12.01.2021 at College Conference Hall**

**Members present**

Mr. Benjamin Franklin , Correspondent & Secretary  
Dr. K. JothiDayanandhan , Associate Professor  
Dr. S. Johnson Premkumar , Assistant Professor  
Dr. J. Jackson Sutharsingh COE & Assistant Professor  
Dr. J. Glory Darling Margaret Assistant Professor  
Dr. S.GladyKirubakar, Assistant Professor  
Dr. E. SimsonJesudass Assistant Professor  
Dr. Abraham Davidson Assistant Professor

The meeting started with a word of prayer by Dr.S.JohnsonPremkumar .Mr. Benjamin Franklin Correspondent & Secretary welcomed the staff and requested Dr. J. Glory Darling Margaret to read the minutes of the previous meeting .

**Triangle Tennis Trust**

Mr. Benjamin Franklin , Correspondent & Secretary shared the joy of winning over the legal suit against TTT . He mentioned that the trust was possessing and functioning from 1986 till today ( 34 years ). He read out the plea by NCYI on legal suit against TTT and explained how the information from the back files collated by YMCA College correspondent & Secretary to NCYI .He further stated that this was the major work he did for the past four months and provided extensive and relevant information which was the key factor to defend the suit by NCYI. The official declaration of YMCA Tennis Courts and withdrawal TTT courts will be intimated on 13.01.2020 .

Dr. K. JothiDayanandan said that TTT was paying an annual Payment of Rs. 25000/- and sponsored Rs. 50,000/- for Buck Sports Festival for several years.

**Autonomy Extension**

Autonomy Extension – Dr. K. JothiDayanandan , Coordinator read the guidelines for autonomy extension. She stated that

1. NAAC
  2. Academic Audit
  3. h – Index
  4. 12B & 2 F Status of UGC act
- are to be submitted

Dr. S. Johnson Premkumar said that the YMCA College possess Autonomy status till February 2020. He said that personal meeting by the Correspondent & Secretary and Dr. S. Johnson Premkumar with Dr. S. Sheila Stephen VC, TNPESU provided a support statement that even without NAAC Accreditation Autonomousextention proposal can be submitted and sent through the University.



Autonomy Extension – Dr. K. JothiDayanandan , Coordinator explained the information , records and files to be collected and submitted from 2014-15 to 2019-20 ( six years ) for the following items

1. **Annual budget**- From the management have to be received for the past six years
2. **MoUs** - to be renewed
3. Proposal - autonomous extension
4. College reports
5. Academic audit report
6. **Audit reports**- Audit reports on Academic Audit, Examination Audit ( COE) , Environmental Audit to be completed.
7. IQAC-
8. **Staff profile /self appraisal** - Informed teachers and all the staff are submitting one by one
9. **Teachers' participation and representation in seminars/conferences**- - it will be collected in the staff appraisal
10. **Reformation of examinations**- COE to prepare and submit
11. Exam reports,, mark sheet- COE to prepare and Submit
12. **Alumni association** - C& S said that is to be revived in the centenary year Mr. Merlin Thanga Daniel will work on it. Reunion photos to be collected from Principal
13. Parent teacher association
14. Conferences orgnized at the college- Webinar Brouchers - Principal
15. **Books written by the teachers**- it will be collected in the staff appraisal
16. **Academies**- Reports for the past 6 years to be collected and submitted
17. **On-campus programme** - to be identified, mentioned, prepared and reported for 6 years
18. **Placement cell**- Reports submitted by Dr. J. Glory Darling & Mr. Felix
19. **Syllabus** - all courses of study- collected by coordinator Dr. KJD
20. Evening college
21. Students' association activities
22. **Autonomous guidelines**- coordinator Dr. KJD
23. **All details of lab & lab equipment**- Proposals to be submitted by the staff concern
24. **Achievements (international, national award)**- to be collected from students
25. **Report of ugc net/set classes for students** - Dr. S.Gladykirubakar to collect the names of the students cleared NET .
26. Optional course
27. Software technology & ICT implementation
28. **Class room technology** - to be upgraded
29. Staff rooms
30. **Newspaper cutting (staff/students)**- to be collected

31. Map & Arial view - C& S said he will bring in people to carry out the work
32. Campus education
33. Audio-video library-
34. Add-on course
35. Album & paper cuttings / media
36. Photo album of all activities
37. **NSS-** Activities and reports to be submitted by the coordinator
38. Adventure sports
39. Rural sports
40. News letter
41. St.John's ambulance - reports to be collected
42. Innovative programmes
43. Details of fee structure
44. Name boards
45. Service training (rural suburban & urban)
46. Academic & administrative facilities
47. Scholarships
48. Awareness programmes& rallies
49. **Reports (college & annual sports meet)** - to be collected
50. **Bridge course** - to be conducted
51. **Spoken English-** to be conducted
52. Additional certificates
53. Contribution by the college to the public
54. **Fitness program of the college-**
55. **Counseling program for staff and students** - to be conducted .Anti RaggingRedressel Committee, Redressed & grievance cell
56. YMCA Secretaries Training center to be changed for IQACCounselling Cells , NSS to be allotted rooms and function .
57. **Honors & awards-** received by staff and students to be collected and submitted
58. Exhibition & demonstration
59. Redressed & grievance cell
60. Contribution from public to college
61. Extension activities
62. Suggestion box
63. **Students' welfare programme-** Health Insurance to be provided by the management
64. Recreation center
65. Stock register
66. Library software
67. List of journals subscribed
68. Staff welfare
69. **M.Phil& PhD thesis &topics-** will be collected from the staff appraisal
70. **Book details-** will be collected from the staff appraisal

71. Video conferencing
72. **Medical Physiotherapy Consultancy**- Medical Officer to be appointed by the management and make the physiotherapy department to function
73. Health awareness programmes organized
74. **Health insurance** - health check up to be done for the students
75. Health insurance
76. Internship training- by Physiotherapists and by our students to other institutions.
77. Women fitness centre- women fitness center - stock register, entry & exit register to be prepared by Mr. Praveen
78. Special school rehabilitation
79. Website- to be upgraded - Mr. Felix
80. **Language lab**- to be developed
81. **Board of studies meeting minutes** - to be collected and submitted
82. **Academic council meeting minutes**- to be collected and submitted
83. Distance education
84. Leadership training camp
85. **Labs** - all the labs established in the previous Autonomous committee to be maintained and new to be established
86. Research centre
87. Anti ragging redressal committee
88. Projects of the college (special school)
89. Students attendance register
90. Students report card
91. **Music therapy lab** - Dr. Jerome is incharge and will work on it.
92. Facilities report
93. Wading pool (aqua therapy)- Dr. Johnson & De. SimsonJesudass will present proposal for the renovation and regular conduct of swimminh for the special children
94. Astro turf
95. Obstacle course near picnic centre
96. Website

Correspondent & Secretary said that the allocation of duties and responsibilities to prepare programmes and reports for the mentioned items in autonomous extension will be worked out by Dr. K. JothiDayanandhan, Dr. S. Johnson Premkumar & Dr. J. Glory Darling Margaret and will be informed to the teachers by the coordinator.

Dr. K. JothiDayanandhan said that the campus education , campus gardening to be started with the campus maintenance duty allotted to the staff.

Dr. S. Johnson Premkumar said that Best Student Board , Staff Name Board , Ex- Principal Photo and Campus Map ( to be done with scaling) Korf ball court, Net ball courts to be prepared and Buck Quarters to be renovated .



## Sports Academies

Discussion on maintaining the Tennis courts were raised and it was suggested by Dr. S. Johnson Premkumar to retain the same ground staff and coaches who were working with TTT and he volunteered to work on that issue. Correspondent & Secretary said that all the coaches should be of International Standard

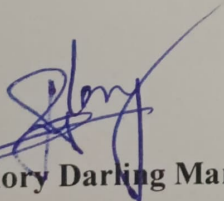
## Gymnasium & Solar Energy

Correspondent & Secretary said that it has to be restructured with wooden flooring, raising of side walls and changing the roof. He further stated that Solar is one of the easy ways to cut down electricity costs at institutions for which the management is paying Rs. 4,00,000/- every 2 months. Panels will be placed above the gymnasium in a month or two.

## Appointment of Teachers

Dr. Abraham Davidson asked for the date of reopening for the first year students and requested for the teaching faculty who fall short for the practical classes. Correspondent & Secretary said that women staff will be preferred for appointment as the strength of the women staff is less in number which has to be balanced in par with men.

As there were no points for discussion the meeting came to an end with a prayer



**Dr. J. Glory Darling Margaret.**  
**IQAC Co ordinator**



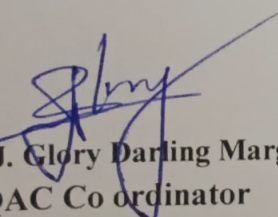
**Dr. George Abraham**  
**Principal**

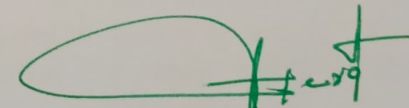
**Principal**  
**YMCA COLLEGE OF PHYSICAL EDUCATION**  
**NANDANAM, CHENNAI-600 038**

## ACTION TAKEN REPORT

1. Academic Audit was completed for 2019-20
2. Solar street lights have been fixed
3. Dr. Jemil Pricilla- Teaching Faculty / Assistant Professor was appointed in the August 2021
4. Details of Books in library 2020-21

	2020-2021	
	Existing	Newly added
Text Books & Reference Books	12362	Nil
e-Books	80409	69591
e-Journals	3828	2419
Digital Database	23	22
Journals	Nil	Nil
CD & Video	100	20
Library automation	Partially	Partially
Others (specify)		

  
Dr. J. Glory Darling Margaret.  
IQAC Co ordinator

  
Dr. George Abraham  
Principal  
Principal

YMCA COLLEGE OF PHYSICAL EDUCATION  
NANDANAM, CHENNAI-600 035