

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

**MINUTES OF THE FIRST IQAC MEETING 2021-22**

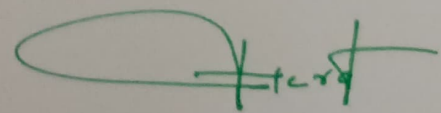
**18.09.2021 at 2.30 P.M Through online mode**

**AGENDA**

1. Prayer
2. Welcome
3. Chairman remarks
4. Greetings
5. Action Plan 2021-22
6. Examination and Evaluation Reforms
7. Question Bank MCQ
8. Best Practices
9. Any Other Matter
10. Vote of Thanks

**Members Present**

S.No	Name
1.	Dr. George Abraham
2.	Mr. V.K. Varghese, Treasurer
3.	Mr. Benjamin Franklin- Correspondent & Secretary
4.	Mr. Rajjiv George – Administrator & Estate Manager
5.	Mr. Moses, Executive Secretary
6.	Mr. Vincent Sahayaraj
7.	Dr. Shahin Ahamed – Professor TNPESU
8.	Dr. Shoba Leslie – Professor , Womens Christian College
9.	Dr. K. Jothi Dayanandhan
10.	Dr. S. Johnson Premkumar, Sr Asst. Prof
11.	Dr. J. Jackson, Sutharsingh COE & Sr . Asst Prof
12.	Dr. S. Glady Kirubakar , Sr Asst Professor
13.	R. Prabhu – Librarian
14.	Mr. Vijay, Director, SMART 7 WELLNESS
15.	Ms. Vigneswari, M.P.Ed- II Dr.



**Principal**

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

The Principal was in chair. The meeting started with a word of prayer by Dr. J. Jackson Sutharsingh , COE & Sr . Asst Prof . Dr. S. Glady Kirubakar welcomed the gathering The chairperson gave the opening remarks of the IQAC Meeting . He highlighted works of IQAC towards attaining excellence in all academic and administrative endeavors of the institution. He said that UGC is giving more importance to IQAC nowadays and more programmes to be done He wanted the committee to work regularly and meet periodically and achieve better ranking in the next NAAC visit . Greetings from Mr. Rajjiv George – Administrator& Estate Manager and Mr. Moses, Executive Secretary was a blessing and motivation to the members .

### Agenda 1: Action Plan 2021-22

The IQAC coordinator Dr. J. Glory Darling Margaret presented the Action plan 2021-22

**YMCA COLLEGE OF PHYSICAL EDUCATION , NANDANAM, CHENNAI- 600035**  
**INTERNAL QUALITY ASSURANCE CELL 2021-22**

**ACTION PLAN**

S.No	Plan of Action	Objectives	Tentative dates	Resources	Status
1.	Student Induction Program	To help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self exploration.	First week after college reopens in the academic year 2021-22		To be Conducted ( First years of UG Course)

Bridge course, Remedial course	To develop academic skills and assist the students in various subjects. To raise the level of understanding of students in basic subjects to improve themselves for further academic work.	First & Second week after college reopens in the academic year 2021-22	Syllabus Entry level identification 10 days of duration Evaluation - MCQ	To be initiated
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3	Students Feedback on Academic and Infrastructure facilities and progress	Enhance the quality of learning by assessment & improve student performance -	30 <sup>th</sup> October 2021	Google Forms - To create and analyze surveys( free)	To be completed
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4	Outcome based Education-(OBE) Curriculum	Flexible, empowerment-oriented approach to learning.	2021-22		Implemented 2021-22
5	Facilitating research activities and Research publications of faculty members	Fostering critical thinking and analytical skills through hands-on learning.	Academic year 2021-22	Financial Assistance for Research publications and Activities	Many Faculty members will be encouraged to publish research articles
6	Training on the usage of e-library facility through INFLIBNET- NLIST for students and faculty members	To provide effective and efficient access to knowledge through perseverance, innovation and collaboration	30 <sup>st</sup> September 2021	Annual membership fee of Rs. 5,900.00/- (Rs. 5000/- Membership Fee + Rs. 900/- (18%) GST) to be paid - WIFI connections at library and Resource Center	To be conducted

7.	Online student attendance & Academic Progress with access to Faculty, students and parents	Strengthening parents support and maximize the effectiveness of learning	Academic year 2021-22	Software - Attendance management System or digital attendance platform	To be implemented
8	More facilities for ICT – enabled Teaching & Learning	ICT tools to communicate, create, disseminate, store, and manage information	Academic year 2021-22	LCD, e-Books, e-Journals, Intranet, Wi-Fi Campus, Statistical software, Video's, Interactive Board, Educational CD's	To be created

9	Subject specific seminars, workshops and awareness programs for students and faculty members	To learn about the latest information and new skills related to the concerned subject.	Academic year 2021-22	Resource persons Honarium as per UGC Norms - ( for 90 minutes) Rs. 1500 + Rs. 500 Conveyance for local persons	International, National Conferences, Seminars Workshops FDP
10	Students participation in International / National Sports events	Certain virtues like teamwork, ethics, and sportsmanship become lifelong qualities. Bring laurels to college, state and country	Academic year 2021-22	Financial Assistance by the College	



11.	Social and environmental Awareness program for students and faculty members	Connects students and teachers to the world around us, teaching us about both natural and built environments.	Academic year 2021-22	Resource persons Honorarium as per UGC Norms - ( for 90 minutes) Rs. 1500 + Rs. 500 Conveyance for local persons	Rotaract Club Activities
12	Academic Networking with Foreign Universities	As a way of fostering research collaboration, mobility exchange and curriculum improvement from a global perspective	Academic year 2021-22	Financial Assistance and M o U – Steps to be taken by the college	To be created
13.	Create Ids in Indian Research Network System	Provide opportunity to create a scholarly network amongst them Serve as a research tool to project performance of individual, departments and institutes on various bibliometric parameters.	Academic year 2021-22	Information and Library Network (INFLIBNET) Centre IRINS is available as free software-as-service to the academic and R&D organizations in India.	To be created
14	MOOC ( Massive open Online courses ) & SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) Courses	Promotes Education at minimum cost and effort- online national Portal for quality education	October 2021-22		To be implemented
15.	Set Question Paper based on OBE	To assess the role of OBE in acknowledging that a learner has attained the intended knowledge, skills and competences.	Academic year 2021-22		To be Conducted

16	Coaching classes for NET/SET and other competitive exams	To help students to perform better in competitive exams and to take up teaching jobs at university level	November 2021		To be Conducted
17	Best Practices – 1 Sports Coaching for economically poor boys of South Chennai	To help the economically poor children by giving sports coaching in Football, Basketball Athletics & Volleyball at the YMCA College Sports Hr. Sec school , Chennai	Academic year 2021-22	Teacher trainees of YMCA College	To be implemented

Discussion were made on the action plan and the following suggestions from the experts were appreciated

Dr. Shoba Leslie , Professor & IQAC Coordinator , Womens Christian College suggested that

1. More importance is being given to Criteria – II : Teaching , Learning and Evaluation  
The assessment by NAAC takes a holistic view of all the inputs, processes and outcomes of an institution and thus the HEIs are expected to demonstrate how the Course Planning bring out Learning Outcomes and how a course is helping in adopting skills and placement. She asked the institution to focus more on these aspects.
2. Academic and Administrative Audit to be done for 2020-21
3. Students Feedback on academic and infrastructure facilities and progress for each year, with analyses to be placed before the “Teaching, Learning and Assessment Review Committee” (T-LARC) for action.
4. Documentation of the programs to be automatically updated after the completion in the website not accumulating at the end .
5. Facilitating ICT enabled SMART classroom for learning will be an added advantage
6. Encourage staff and students for E-Learning, or electronic learning and to enroll themselves in library
7. Any out reach programme done by the college should be in collaboration with the government agencies as well as with the NGOs
8. Facilitating Research programs

9. Evaluation to be done in OBE ( Outcome Based Education ). MCQ ( Multiple Choice Question ) to be introduced as it will help the knowledge, skill and compency of the students .

Her suggestions were accepted unanimously by the committee members

Dr. Shahin Ahamed – Professor & IQAC Coordinator TNPESU suggested that

1. MoU made by the institutional should be functional
2. Minor and Major research projects to carried by the teachers
3. Assertive and Reasoning Question tests are to be included which will be a good substitute for the more conventional type of multiple-choice/short-answer type questions and, perhaps more significantly, ARQ test performance will be a good predictor of student performance and will be an indicator of deeper learning.
4. Student council to be more active in all program
5. Student Induction program should be of minimum 5 days
6. Of all the programs organized by the college at one program to be in collaboration with IQAC
7. Mentoring system to be very strong and active to retain high potential talents and good mental health .
8. Bridge course to be conducted for the first year students .

Her suggestions were appreciated by the committee

Dr. J. Jackson Sutharsingh COE presented the examination reforms

### Examination Reforms:

1. Remuneration for the Examiners (for all courses of study):
  - A) External Practical Examinations - For each student Rs. 30/-
  - B) Paper Valuation – For each answer script Rs. 25/-
  - C) Question Paper Setting – For each set Rs. 750/-
  - D) Preparation of dummy number – For each answer script Rs 5/-
2. Five Member Scrutiny Committee has been constituted to scrutinize the Question Papers before the Pre-semester & Semester examinations. The Committee Consists of Principal (Chief COE), COE & three members from the Faculty, which will be nominated by the Principal. Each member will get the remuneration of Rs. 5000/-

Dr. Shoba Leslie clarified the statement raised in regard to MCQ and Question bank by Dr. S. Johnson Premkumar as question bank aligned with learning outcomes can help and ensure exams meet required criteria of Outcome Based Education .( OBE )

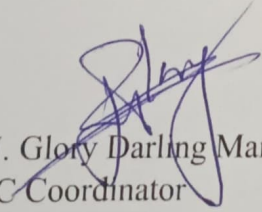


Mr. Moses, Executive secretary suggested that


1. The college to have MoU with the UNI-Y ,University Students' Wing of YMCA which aims to develop and empower youth to be servant leaders who will positively impact our local and international committees.
2. He further stated that students should be equipped with the knowledge of Fundamental Rights of Indian Citizen .

His suggestion were accepted by the committee members .

It was resolved to carry out the action plan of 2021-22 with the suggestions made by the experts. Vote of thanks was proposed by Dr. J. Glory Darling Margaret and the meeting was adjourned .



Dr. J. Glory Darling Margaret  
IQAC Coordinator



Dr. George Abraham  
Principal

**Principal**

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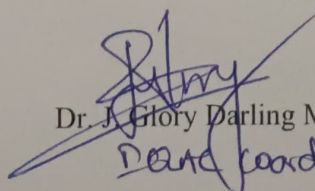
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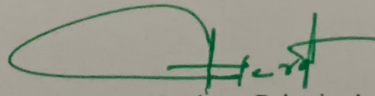
### INTERNAL QUALITY ASSURANCE CELL 2021-22

The quest for quality and academic excellence has been the hallmark of YMCA College of Physical Education . The Internal Quality Assurance Cell [IQAC] spearheads the quality initiatives of the institution. Benchmarks are set in tune with goals of higher education in India and the vision and mission of the institution.

The following are the programme organized under IQAC during the academic year 2021-22

S.No	Date	Title	Participants	No : of Beneficiaries
1	18.09.2020	Action plan 2020-21 & 2021-22	IQAC Committee Members	15
2	08.03.2021	Women And Leadership –International Women’s Day	Women staff and students	75
3	20.09.2021	Access to E resources through N- LIST	M.P.Ed students	42
4	21.09.2021	Professional Preparation for Skill and Competent	M.P.Ed students	39
5	22.09.2021	Nutrition Immunity and COVID-19	M.P.Ed students	44
6	23.09.2021	Crimes Precaution and Security in cyber space	M.P.Ed students	44
7	24.09.2021	Fundamentals of Human rights	M.P.Ed students	52
8	1 <sup>st</sup> & 2 <sup>nd</sup> November 2021	Faculty Workshop on Outcome Based Education	Teaching Staff	22
9.	1 <sup>st</sup> & 2 <sup>nd</sup> February 2022	Marking Play fields in Sports and Games	Ground Staff	10
10	13.. 05 . 2022	Building team through relationships to achieve organizational Goals	Administrative staff	25
11	27. 05.2022	Performance excellence through role expectations of teachers and class room management	Teaching Staff	22

  
Dr. A. Glory Darling Margaret  
DEAC Coordinator

  
Dr. George Abraham Principal

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



The National Council of YMCAs of India  
**YMCA COLLEGE OF PHYSICAL EDUCATION**  
(Autonomous College affiliated to Tamil Nadu Physical Education & Sports University)  
REGISTERED UNDER UGC ACT  
NANDANAM, CHENNAI - 600 035



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**Dr. George Abraham**  
Principal

**Library Books for the Academic year 2021-22**

	2021-2022	
	Existing	Newly added
Text Books & Reference Books	12362	211
e-Books	150000	150000
e-Journals	6246	6246
Digital Database	22	22
Journals	Nil	13
CD & Video	120	125
Library automation	Partially	Partially
Others (specify)		

**Dr. George Abraham**

Principal  
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