GNANAM
SCHOOL OF BUSINESS
Wisdom in Business

INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

Meeting No:39 Date: 30-06-2025

Notice

The IQAC meeting-2 (Closing Meeting) for the academic year 2024-25 even semester is to be held on 30th June, 2025 at 4.00pm in the faculty meeting hall. The agenda is attached along with this notice. All the IQAC members are requested to attend the meeting and provide their valuable inputs to take the necessary action in this regard.

IQAC COORDINATOR **CHAIRPERSON**

Copy to

1. CEO
2. Academic Coordinator/IV Sem
3. Academic Coordinator/II Sem
4. AO

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

IQAC MEETING

AGENDA

Date: 30-06-2025 **Venue:** Faculty Meeting Hall

Time: 4.00 pm **Called by:** IQAC Coordinator

Attendees: All IQAC Members Meeting No:39

Items to be discussed

1. Confirmation of minutes from previous meeting
2. Discussion of Activities and Events conducted in the even semester of AY 2024-25
3. Summer Internship for the First-year students
4. Project submission & Viva-Voce proceedings
5. Self-Appraisal form submission
6. Initiation of CO-PO Attainment – Estimation
7. Effective usage of ERP
8. Faculty Performance Appraisal Presentation for even semester
9. Any other item with the permission of chair person

IQAC COORDINATOR **CHAIRPERSON**

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 Meeting No:39 **Even semester**

MINUTES OF THE MEETING

The IQAC Coordinator welcomed the members to the meeting and then initiated the meeting with the points to be discussed according to agenda circulated:

1. The minutes of the previous meeting were read and all the members accepted the same.
2. A summary of activities and events conducted during the even semester was presented. Faculty coordinators provided brief reports on student participation, learning outcomes, and feedback. The team recommended maintaining a record of photographs, reports, and event metrics for accreditation and documentation.
3. Discussion focused on facilitating internships for first-year students. It was agreed to strengthen industry collaborations and circulate a list of potential internship opportunities. Faculty mentors will guide students on preparing resumes and securing internship approvals. A timeline for applications and confirmations was finalized.
4. Deadlines for project report submission were discussed and finalized. Viva-voce schedules were shared, and faculty were reminded to coordinate with external examiners. Emphasis was placed on ensuring that all students receive timely feedback on their projects.
5. Faculty were reminded to complete and submit their self-appraisal forms by the specified deadline.
6. The process of Course Outcome (CO) – Program Outcome (PO) attainment estimation for the even semester was initiated. Faculty members were advised to complete data collection and analysis by the set timeline. The IQAC team offered assistance in interpreting and compiling the data for accreditation requirements.
7. All the faculty need to be advised the effective usage of ERP
8. The issues related to Faculty Performance Appraisal Presentations were discussed. A committee was appointed to review the publications of the faculty members.

The meeting ended up with the vote of thanks by IQAC Coordinator.

IQAC Coordinator

30/06/25

CHAIRPERSON

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

Signature of the Members Attended: Meeting No:39

Sl. No	Member	Designation	Signature
1	Dr. S.P.S Aruldoss	Director	
2	Dr. Joe Jesudurai	Member, Governing Council, GSB.	
3	Dr. P. Aranganathan	Coordinator, IQAC	
4	Dr. S. Christina Sheela	Associate Professor Teachers to represent all levels	
5	Dr. R.V. Suresh	Associate Professor, Exam Cell Coordinator	
6	Mr. Antony Nathan	Administrative Officer	
7	Ms. Vaishikashee	Nominee from Student	
8	Mr. Visal Sabari. K.J.	Nominee from Alumni	
9	Mr. Antony Ananad	Founder & CEO, Durafit Fitness Equpiments, Trichy	
10	Dr. Lakshmi Bala M	Associate Professor & HOD, BBA, KN Government Arts College, Thanjavur	
11	Dr. B. Issac Johny	Academic Coordinator/ IV Sem	
12	Mr. A.D.J. Rajesh	Academic Coordinator/ II Sem	

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

Meeting No:38 Date: 07-02-2025

Notice

The IQAC meeting for the academic year 2024-25 Odd semester is to be held on 7th February, 2025 at 11.00 am in the faculty meeting hall. The agenda is attached along with this notice. All the IQAC members are requested to attend the meeting and provide their valuable inputs to take the necessary action in this regard.

IQAC COORDINATOR

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.

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1. CEO
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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

IQAC MEETING

AGENDA

Date: 7-2-2025

Time: 11.00 am

Attendees: All IQAC Members

Venue: Faculty Meeting Hall

Called by: IQAC Coordinator

Meeting No:38

Items to be discussed

1. Confirmation of minutes from previous meeting
2. Functioning of MoUs
3. IQAC Action plan sem2 & Sem-4 of AY 2024-25 as per NAAC requirement
   i) Value Added Courses
   ii) Seminars/Conferences/Workshops
   iii) Commemorative Days and festivals celebration
   iv) Extension activities through MoUs
   v) Other Events (Sports, cultural, etc.)
   vi) Project work for final semester
4. Faculty participation in FDPs outside the Institutions
5. Faculty Publications in Journals/Conferences
6. Research consultancy projects/activities
7. Initiation of CO-PO Attainment – Estimation
8. Effective usage of ERP
9. Faculty Performance Appraisal Presentation
10. Any other item with the permission of chair person

IQAC COORDINATOR

GNANAM SCHOOL OF BUSINESS
SENGIPATTI-613 402

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.

GNANAM SCHOOL OF BUSINESS
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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 Meeting No:38 **Even semester**

MINUTES OF THE MEETING

The IQAC Coordinator welcomed the members to the meeting and then initiated the meeting with the points to be discussed according to agenda circulated:

1. The minutes of the previous meeting were read and all the members accepted the same.
2. IQAC Action plan for sem-2 & Sem-4 of AY 2024-25 was discussed as per NAAC requirement including Value Added Courses, Seminars/Conferences/Workshops, Commemorative Days and festivals celebration, Extension activities through MoUs, Other Events including Sports, cultural, etc.
3. It was decided by the committee to insist the faculty members to participate in at least one FDP held outside the institution every year.
4. The faculty members should be motivated to Publish at least two articles in Journals/Conferences per each academic year.
5. The senior faculty members need to prepare and submit at least one Research consultancy projects with the competent authority in each AY.
6. All the faculty need to be advised the effective usage of ERP
7. Minstorm 25 was planned to be conducted for increasing the publications in the journal "GSB Insights"
8. The faculty members need to be trained to initiate CO-PO Attainment estimation for their courses. All the faculty are expected to prepare the CIA question papers according to Blooms Taxonomy and CO-PO mapping. A workshop on CO-PO mapping and Blooms Taxonomy was conducted for the faculty by IQAC coordinator Dr. P. Aranganathan
9. The issues related to Faculty Performance Appraisal Presentations were discussed. A committee was appointed to review the publications of the faculty members.

The meeting ended up with the vote of thanks by IQAC Coordinator.

IQAC Coordinator

GNANAM SCHOOL OF BUSINESS
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CHAIRPERSON

Director,
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Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Even semester**

Signature of the Members Attended: Meeting No:38

Sl. No	Member	Designation	Signature
1	Dr. S.P.S Aruldoss	Director	
2	Dr. Joe Jesudurai	Member, Governing Council, GSB.	
3	Dr. P. Aranganathan	Professor	
4	Dr. S. Christina Sheela	Associate Professor	
5	Dr. R.V. Suresh	Associate Professor	
6	Mr. Antony Nathan	Administrative Officer	
7	Miss. Bhavadharani.S	Final Year Student	
8	Mr. Visal Sabari. K.J.	Alumni	
9	Mr. Antony Ananad	Founder & CEO, Durafit Fitness Equpiments, Trichy	
10	Dr. Lakshmi Bala M	Associate Professor & HOD, BBA, KN Government Arts College, Thanjavur	
11	Dr. B. Issac Johny	Academic Coordinator/ III Sem	
12	Mr. A.D.J. Rajesh	Academic Coordinator/ I Sem	

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Odd semester**

Meeting No:37 Date: 12-01-2025

Notice

The IQAC meeting-2 (Closing Meeting) for the academic year 2024-25 Odd semester is to be held on 12th January, 2025 at 2.30 pm in the faculty meeting hall. The agenda is attached along with this notice. All the IQAC members are requested to attend the meeting and provide their valuable inputs to take the necessary action in this regard.

IQAC COORDINATOR

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way.
Sengipatti-613 402.
THANJAVUR.

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3. Academic Coordinator/II Sem
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Academic Year 2024-25 **Odd semester**

IQAC MEETING

AGENDA

Date: 12-01-2025 **Venue:** Faculty Meeting Hall

Time: 2.30 to 4.00 pm **Called by:** IQAC Coordinator

Attendees: All IQAC Members Meeting No:37

Items to be discussed

1. Confirmation of minutes from previous meeting
2. Discussion of Activities and Events conducted in the odd Sem of AY 2024-25
3. Discussion of Activities and Events to be conducted in the even Sem of AY 2024-25
4. Action plans for correction of non-conformities
5. Action taken to improve the scores in different NAAC criteria
6. NIRF data submission for AY 2024-25
7. AQAR data submission for the AY 2024-25
8. Any other item with the permission of chair person

IQAC COORDINATOR

GNANAM SCHOOL OF BUSINESS SENGIPATTI 613 402

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 Meeting No:37 **Odd semester**

MINUTES OF THE MEETING

The minutes of the meeting conducted 12the Jan, 2025 are as follows:

The IQAC Coordinator welcomed the members to the meeting and then initiated the meeting with the points to be discussed according to agenda circulated:

1. The minutes of the previous meeting were read and all the members accepted the same.
2. The events conducted during the odd semester (Sem-1 & Sem-3) was discussed and the nonconformities according to NAAC requirements were identified.
3. Also, the events to be conducted during the even semester of AY2024-25 were discussed to improve the value of the process.
4. As an action taken, it was decided to complete the planned events and programs during the forthcoming even semester.
5. The faculty appraisal forms will be collected from all for the AY 2023-24, Odd Semester.
6. The faculty members will do the self-appraisal presentation before the IQAC before opening of even semester 2024-25.
7. Issues and Feedback from the Internal audit process were discussed
8. The strategies need to be formulated and discussed in the next quarter meeting (Even semester opening) to improve the respective scores.

The meeting ended up with the vote of thanks by IQAC Coordinator.

IQAC Coordinator

GNANAM SCHOOL OF BUSINESS
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CHAIRPERSON

Director,
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Academic Year 2024-25 Meeting No:37 **Odd semester**

S. No.	Member	Designation in IQAC	Signature
1	Dr. S.P.S Aruldoss	Chairperson	
2	Dr. Joe Jesudurai	Member from Management	
3	Dr. P. Aranganathan	Coordinator	
4	Dr. S. Christina Sheela	Teachers to represent all levels	
5	Dr. R.V. Suresh	Teachers to represent all levels (Exam Coordinator)	
6	Mr. Antony Nathan	Senior Administrative Officers	
7	Miss. Bhavadharani.S	Nominee from Student	
8	Mr. Visal Sabari. K.J.	Nominee from Alumni	
9	Mr. Antony Ananad	Nominee from Employers	
10	Dr. Lakshmi Bala M	Nominee from Local Society	
11	Dr. B. Issac Johny	Academic Coordinator/ III Sem	
12	Mr. A.D.J. Rajesh	Academic Coordinator/ I Sem	

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Odd semester**

Meeting No:36 Date: 2-8-2024

Notice

The IQAC meeting for the academic year 2023-24 Odd semester is to be held on 2nd August, 2024 at 04.00 pm in the faculty meeting hall. The agenda is attached along with this notice. All the IQAC members are requested to attend the meeting and provide their valuable inputs to take the necessary action in this regard.

IQAC COORDINATOR

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.

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2. Academic Coordinator/III Sem
3. Academic Coordinator/I Sem
4. AO

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Odd semester**

IQAC MEETING

AGENDA

Date: 02-08-2024

Time: 4.00 to 5.30 pm

Attendees: All IQAC Members

Venue: Faculty Meeting Hall

Called by: IQAC Coordinator

Meeting No:36

Items to be discussed

1. Confirmation of minutes from previous meeting
2. Changes in IQAC Composition
3. Functioning of MoUs
4. IQAC Action plan sem-1 & Sem-3 of AY 2024-25 as per NAAC requirement
   i) Value Added Courses
   ii) Seminars/Conferences/Workshops
   iii) Commemorative Days and festivals celebration
   iv) Extension activities through MoUs
   v) Other Events (Sports, cultural, etc.)
5. Schedule of Internal NAAC file audit
6. Faculty participation in FDPs outside the Institutions
7. Faculty Publications in Journals/Conferences
8. Research consultancy projects/activities
9. Initiation of CO-PO Attainment – Estimation
10. Effective usage of ERP
11. Faculty Performance Appraisal Presentation
12. Any other item with the permission of chair person

IQAC COORDINATOR

GNANAM SCHOOL OF BUSINESS

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402.
THANJAVUR.

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Odd semester**

Attendance of the Members Attended: Meeting No:36

Sl. No	Member	Designation	Signature
1	Dr. S.P.S Aruldoss	Director	
2	Dr. Joe Jesudurai	Member, Governing Council, GSB.	
3	Dr. P. Aranganathan	Professor	
4	Dr. S. Christina Sheela	Associate Professor	
5	Dr. R.V. Suresh	Associate Professor	
6	Mr. Antony Nathan	Administrative Officer	
7	Miss. Bhavadharani.S	Final Year Student	
8	Mr. Visal Sabari. K.J.	Alumni	
9	Mr. Antony Ananad	Founder & CEO, Durafit Fitness Equpiments, Trichy	
10	Dr. Lakshmi Bala M	Associate Professor & HOD, BBA, KN Government Arts College, Thanjavur	
11	Dr. B. Issac Johny	Academic Coordinator/ III Sem	
12	Mr. A.D.J. Rajesh	Academic Coordinator/ I Sem	

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MINUTES OF THE MEETING

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Meeting No:36** **Odd semester**

The IQAC Coordinator welcomed the members to the meeting and then initiated the meeting with the points to be discussed according to agenda circulated:

1. The minutes of the previous meeting were read and all the members accepted the same.
2. The IQAC committee composition was revised and a senior faculty member from GSB was included along with class coordinators, Director and CEO.
3. It was decided to improve the functioning of MoUs and the in-charge for MoUs, Mr. Jothi Vengadesh, Placement Head was directed by the committee to look into this issue.
4. IQAC Action plan for sem-1 & Sem-3 of AY 2024-25 was discussed as per NAAC requirement including Value Added Courses, Seminars/Conferences/Workshops, Commemorative Days and festivals celebration, Extension activities through MoUs, Other Events including Sports, cultural, etc.
5. The NAAC coordinator was given in-charge to conduct the schedule for internal documentation audit.
6. It was decided by the committee to insist the faculty members to participate in at least one FDP held outside the institution every year.
7. The faculty members should be motivated to Publish at least two articles in Journals/Conferences per each academic year.
8. The senior faculty members need to prepare and submit at least one Research consultancy projects with the competent authority in each AY.
9. The faculty members need to be trained to initiate CO-PO Attainment estimation for their courses.
10. All the faculty need to be advised the effective usage of ERP
13. All the faculty are expected to do the Faculty Performance Appraisal Presentation before IQAC
14. All the faculty are expected to prepare the CIA question papers according to Blooms Taxonomy and CO-PO mapping. A workshop on CO-PO mapping and Blooms Taxonomy was conducted for the faculty by IQAC coordinator Dr. P. Aranganathan

The meeting ended up with the vote of thanks by IQAC Coordinator.

IQAC Coordinator

GNANAM SCHOOL OF BUSINESS SENGIPATTI-613 402

CHAIRPERSON

Director,
Gnanam School of Business,
Mary's Nagar,
Trichy-Thanjavur Express Way,
Sengipatti-613 402,
THANJAVUR.

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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2024-25 **Odd semester**

Signature of the Members Attended: Meeting No:36

Sl. No	Member	Designation	Signature
1	Dr. S.P.S Aruldoss	Director	
2	Dr. Joe Jesudurai	Member, Governing Council, GSB.	
3	Dr. P. Aranganathan	Professor	
4	Dr. S. Christina Sheela	Associate Professor	
5	Dr. R.V. Suresh	Associate Professor	
6	Mr. Antony Nathan	Administrative Officer	
7	Miss. Bhavadharani.S	Final Year Student	
8	Mr. Visal Sabari. K.J.	Alumni	
9	Mr. Antony Ananad	Founder & CEO, Durafit Fitness Equpiments, Trichy	
10	Dr. Lakshmi Bala M	Associate Professor & HOD, BBA, KN Government Arts College, Thanjavur	
11	Dr. B. Issac Johny	Academic Coordinator/III Sem	
12	Mr. A.D.J. Rajesh	Academic Coordinator/I Sem	

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