**Report of the Internal Quality Assurance Cell of the Faculty of Science.**

**Reporting period: February – May, 2021**

The Internal Quality Assurance Cell of the Faculty of Science (IQAC- FoS) had its 13thmeeting on 1 April, 2021 and 14th meeting on 10 May 2021.

The followings were discussed in the meetings:

1. **Credit Transfer System**

A policy developed by Dr. K. Gajapathy and Prof. S.N. Surendran has been submitted to the CQA for its observation and approval. Ince it is approved it will be discussed at the IQAC-FoSc for its observations.

1. **Programme Reviwe**

It was decided to request SER members, who were involved in SER preparation, to expedite the process of submission of documents to be kept at the Office of the Dean. It was also decided be engaged with SER writers to get ready before site visit.

1. **Video Documentation:**

A member committee was appointed to coordinate this. The following members were appointed to serve in the committee; Dean/Science, Coordinator/IQAC, Mr. S. Suthakar, Dr. K. Gajapathy, Dr. B. Mayurathan, Dr. A. Rmanan and Dr. M. Thanichaichelva. Dr. M. Thanihaichelvan was appointed as the convenor of the committee.

1. **IQAC website:**

Mr. S. Suthakar and Dr. K. Gajapthy were assigned to develop a website for the IQAC-FoSc. Mr. S. Suthakar informed that the basic features of the site is ready and can be linked with official website of the Office of the Dean/Science.

1. **IQAC Score Card**

The IQAC scored card was discussed and presented separately

1. **IQAC activity**

A draft of the IQAC activity for the next year was presented and accepted. The schedule is presented separately.

1. **Publications: Structure and Syllabi and Student Prospectus**

Chairman/IQAC and other members were of the view to revisit the structure and syllabi of the Faculty and its was decided to request the Faculty-CDRMC to look into the following suggestions: i. Minimum grade to obtain a pass in industrial training, (ii). Advantages of applying unweighted GPV calculation, (iii). Offering an improved version of the non-credit English course, (iv) repeat examination and submission of medical certificate and (iv) condition to get minimum total credits to get bachelor’s degree.

*Sgd.*

**Coordinator/ IQAC**

**Faculty of Science**