

**INTERNAL QUALITY ASSURANCE CELL
VELLALAR COLLEGE FOR WOMEN (Autonomous), ERODE-12
CIRCULAR**





















Date: 10.06.2019

The IQAC Meeting will be held on 11.06.2019 at 11.00 a.m. in the Seminar Hall. Kindly attend the meeting.

IQAC Members

Principal : Dr. N. Maragatham 

Co-ordinator : Dr.L.M. Swarnalatha, Assistant Professor & Head, Department of English 

1. Ms. F. ShahidaShireen, Physics 
2. Dr.N. Sabitha, N&D 
3. Dr. R. Parvathi, Maths 
4. Dr. P. Karthika, History 
5. Dr. V. Renugadevi, Commerce 
6. Dr N. Vijaya, Chemistry 
7. Dr.S. Janaki, English 
8. Dr S. Sumathi, English 
9. Dr. P. Indumathy, F & N 
10. Dr. G. Mahooridevi, Commerce (CS) 
11. Dr.V.S. Kavitha, Zoology 
12. Dr.C. Chitravadivu, Botany 
13. Dr.P. Anitha, Physics 
14. Dr. B. Ananthi, Comp. Science 
15. Dr. S. Saraswathi, Commerce 
16. Ms. P. Laura Juliet, Comp. Appl. 
17. Dr.K.K. Myithili, Maths (CA) 
18. Ms. B. Santhi, Cooperation 
19. Ms.M.Jagadeswari, English 
20. Dr.P.K.Saranya, Comp. Science 

VELLALAR COLLEGE FOR WOMEN (Autonomous), ERODE-12
IQAC Meeting Minutes

The Meeting was conducted in the Seminar Hall on 11.06.2019 at 11.00 a.m. and the following suggestions were received from the members.

Suggestions:

- To conduct Students Induction Programmes (SIP) for the freshers
- To organize a Seminar on New Education Policy
- It was proposed to conduct the following Faculty Development Programmes during the academic year 2019-20
 - New NAAC Framework
 - Motivational Programme
 - Special Lecture on IPR
 - Workshop on Preparation of SSR, Documentation and e-report preparation
 - Hands-on-training in e-teaching and assessment apps
 - Training on applying projects
- It was proposed to conduct programmes for non-teaching staff
- To encourage students to register for more online courses (SWAYAM and NPTEL)
- To motivate students to take up more internships and field projects to enhance their placement opportunities
- Planned to celebrate Golden Jubilee in a grand manner in commemoration of the 50th year of our institution
- All Departments are insisted to apply for the Community Development Projects (Mandatory)
- Planned to have the Faculty and Student Exchange Programme
- Preparation for the Autonomy Extension Visit
- To encourage students to excel in Co-curricular activities
- It was proposed to have Consortium of Colleges

Members Present

Principal : Dr. N. Maragatham

Co-ordinator : Dr.L.M. Swarnalatha, Assistant Professor & Head, Department of English


1. Ms. F. ShahidaShireen, Physics
2. Dr.N. Sabitha, N&D
3. Dr. R. Parvathi, Maths
4. Dr. P. Karthika, History
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ACTION TAKEN REPORT

| S. No | Suggestions | Action to be taken | Person(s) Responsible | Target Date | Status |
|-------|---|---|---------------------------------------|----------------|-----------|
| 1. | Conduct of Student Induction Programmes | SIP (for First Year Students) | IQAC Coordinator and Union Department | June 2019 | Completed |
| 2. | Conduct of FDPs | FDP on New Education Policy | IQAC Coordinator | July 2019 | Completed |
| | | FDP on New Framework of NAAC Accreditation | IQAC Coordinator | July 2019 | Completed |
| | | Motivational Programme on Can Eagles Fly | IQAC Coordinator | August 2019 | Completed |
| | | Special Lecture on Evolve your Invention to Sculpt your Ideas | IQAC Coordinator | September 2019 | Completed |
| | | Guest Lecture on IPR and Filing patents | IQAC Coordinator | October 2019 | Completed |
| | | Workshop on New NAAC Framework | IQAC Coordinator | November 2019 | Completed |
| | | Workshop on Objective of PARAMARSH | IQAC Coordinator | December 2019 | Completed |
| | | Workshop on Documentation and e-report Preparation | IQAC Coordinator | January 2020 | Completed |
| | | Hands-on-training on e-teaching and Assessment Apps | IQAC Coordinator | January 2020 | Completed |
| | | Workshop on Training on Project Awareness | IQAC Coordinator | February 2020 | Completed |


 DEPARTMENT OF
 COLLEGE FOR WOMEN
 (AUTONOMOUS)
 2019-2020

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|-----|---|---|-------------------------------------|-------------------------|-----------|
| 3. | Encouraging Students to excel in Co-curricular activities | Co-curricular and Extra-curricular Clubs | Club Coordinators | Academic year 2019-2020 | Completed |
| 4. | Review Meetings for the NAAC Criteria | Periodical review of data collected for NAAC Criteria | IQAC Coordinator | Once in 1 month | Ongoing |
| 5. | Golden Jubilee Celebrations | Five Day Celebrations – duty allotment | Principal and Team Members | August 2019 | Completed |
| 6. | Conduct of Programmes for Non-teaching Staff | Counseling Session | IQAC Coordinator | January 2020 | Completed |
| | | Special Meeting on Social Challenges | IQAC Coordinator | March 2020 | Completed |
| 7. | Students Internships and Field Projects | Signing of MoUs | Principal and the HoDs | Academic year 2019-2020 | Completed |
| 8. | Community Development Projects | Selection of Research Area | HoDs and Team Members | Academic year 2019-2020 | Completed |
| 9. | Faculty and Student Exchange Programme | Selection of Colleges | Principal and IQAC Coordinator | Academic year 2019-2020 | Completed |
| 10. | Autonomy Extension Visit | Autonomy Extension Visit – Duty Allotment | Principal and Autonomy Team Members | Academic year 2019-2020 | Completed |
| 11. | Students Co-curricular activities | Selection of activities and programmes | Club Coordinators | Academic year 2019-2020 | Completed |
| 12. | Consortium of Colleges | Identifying of Colleges | Principal | Academic year 2019-2020 | Completed |


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