

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting – 9 Venue: Principal's Room Date: 04.04.2018 Time: 11.00 a.m.

Agenda of the meeting

- Reading of minutes of previous meeting
- NIRF 2018- Result Analysis

Members Present

Principal : Dr. D. Kamalaveni

Co-ordinator : Dr. E. S. Samundeeswari


1. Dr. L. M. Swarnalatha Assistant Professor in English
2. Dr. S. Sumathi Assistant Professor in English
3. Dr. P. Karthika Associate Professor & Head, Dept. of History
4. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics
5. Tmt. F. Shahida Shireen Associate Professor in Physics
6. Dr. N. Vijaya Assistant Professor in Chemistry
7. Dr. C. Chitra Vadivu Assistant Professor in Botany
8. Dr. V. S. Kavitha Assistant Professor in Zoology
9. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics
10. Dr. V. Renuga Devi Assistant Professor in Commerce
11. Tmt. G. Thamizhendhi Assistant Professor in Mathematics (SF)
12. Dr. P. Indumathy Assistant Professor in F & N (SF)
13. Dr. B. Ananthi Assistant Professor in Computer Science (SF)
14. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF)
15. Dr. G. Mahooridevi Associate Assistant Professor in Corporate Secretaryship
16. Dr. S. Saraswathi Assistant Professor in Commerce (SF)
17. Ms. B. Santhi Assistant Professor in Co-operation (SF)
18. Ms. M. Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
19. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department, Vellalar College of Engineering & Technology, Erode
20. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode
21. Ms. K. Logapriya I M.Sc Computer Science

The minutes of the previous meeting was read, confirmed and recorded.

The NIRF - 2018 Rank was released on 03.04.2018. The webcast of Rank Release ceremony was viewed by the Principal, Nodal Officer, Co- Coordinators and few IQAC members. It was a matter of pride and pleasure for every stakehodler of this Institution that college had secured the 57th Rank at National level.

Principal on behalf of the Management and on her own behalf appreciated every one of the members who were involved in the process. She also informed that the Management would host a dinner for the entire work force to celebrate this event.

The Principal, IQAC co-ordinator and Dr. R. Parvathi Associate Professor and Head, Department of Mathematics elaborated on parameters and metrics used in Ranking Process. They also discussed the measures to be taken to improve our ranking in future.


IQAC Co-ordinator


Principal

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting – 8 Venue: Principal's Room Date: 15.03.2018 Time: 11.00 a.m.

Agenda of the meeting

- Reading of minutes of previous meeting
- Internal Academic Audit - Schedule
- Workshops related to OBE
- AQAR Submission for the year 2017-18

Members Present

Principal : Dr. D. Kamalaveni

Co-ordinator : Dr. E. S. Samundeeswari

- | | |
|----------------------------|--|
| 1. Dr. S. Sumathi | Assistant Professor in English |
| 2. Dr. R. Parvathi | Associate Professor & Head, Dept. of Mathematics |
| 3. Tmt. F. Shahida Shireen | Associate Professor in Physics |
| 4. Dr. N. Vijaya | Assistant Professor in Chemistry |
| 5. Dr. C. Chitra Vadivu | Assistant Professor in Botany |
| 6. Dr. N. Sabitha | Associate Professor & Head, Dept. of Nutrition & Dietetics |
| 7. Dr. V. Renuga Devi | Assistant Professor in Commerce |
| 8. Dr. P. Indumathy | Assistant Professor in F & N (SF) |
| 9. Dr. B. Ananthi | Assistant Professor in Computer Science (SF) |
| 10. Dr. G. Mahooridevi | Assistant Professor in Corporate Secretaryship |
| 11. Dr. S. Saraswathi | Assistant Professor in Commerce (SF) |
| 12. Ms. B. Santhi | Assistant Professor in Co-operation (SF) |
| 13. Ms. K. Logapriya | I.M.Sc Computer Science |
| 14. Dr. R. Kumaravelan | Professor & Head, Mechanical Engineering Department,
Velalar College of Engineering & Technology, Erode |


The minutes of the previous meeting was read, confirmed and recorded.


It is decided to schedule Internal Academic Audit of all Departments and Forums by Academic Audit Committee and IQAC members in the month of Arol 2018. The format of Audit statement and Records to be maintained were discussed. The date and time slots were allotted to

all the departments for conducting the academic auditing by the Coordinator and Auditing Committee members.








Since it was decided to adapt to Outcome Based Education, the Mission, Vision, Programme Educational Objectives of each Department, Programme Outcome, and Course Outcome for each course are to be designed. A FDP was planned on 21.03.2018 with Dr. Sethuraman, Professor in Chemistry, Gandhigram University, Dindugul as the resource person. To supplement, the Departments can arrange for FDPs exclusively for them if required, by inviting resource persons from Institutions which had already gone for OBE.

IQAC Coordinator informed the members to look into data requirements for AQAR Submission for the year 2017-18. IQAC Coordinator also informed that the data submitted by the Departments through Google Forms are available in Google Drive. The deadline for AQAR submission was set to June 20, 2018.


IQAC Co-ordinator


Principal

Information to:

- | | |
|--------------------------|---|
| 1. Dr. L. M. Swarnalatha | Assistant Professor in English  |
| 2. Dr. P. Karthika | Associate Professor & Head, Dept. of History  |
| 3. Dr. V. S. Kavitha | Assistant Professor in Zoology  |
| 4. Tmt. G. Thamizhendhi | Assistant Professor in Mathematics (SF)  |
| 5. Ms. P. Laura Juliet | Assistant Professor in Computer Application (SF)  |
| 6. Ms. M.Mangayarkarasi | Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai  |
| 7. Mr. R. Subramaniam | Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode  |

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell


Meeting – 7 Venue: Principal's Room Date: 02.02.2018 Time: 04.00 p.m.















Agenda

- Reading of minutes of previous meeting
- Proposals to various funding agencies
- Enhancing Research activities
- Digital Initiatives – Institutional Repository
- NIRF – 2018 – Research publication verification

Members Present

Principal : Dr. D. Kamalaveni 

Co-ordinator : Dr. E. S. Samundeeswari 

- | | |
|--------------------------|--|
| 1. Dr. L. M. Swarnalatha | Assistant Professor in English  |
| 2. Dr. S. Sumathi | Assistant Professor in English  |
| 3. Dr. P. Karthika | Associate Professor & Head, Dept. of History  |
| 4. Dr. N. Vijaya | Assistant Professor in Chemistry  |
| 5. Dr. C. Chitra Vadivu | Assistant Professor in Botany  |
| 6. Dr. V. S. Kavitha | Assistant Professor in Zoology  |
| 7. Dr. N. Sabitha | Associate Professor & Head, Dept. of Nutrition & Dietetics  |
| 8. Dr. V. Renuga Devi | Assistant Professor in Commerce  |
| 9. Tmt. G. Thamizhendhi | Assistant Professor in Mathematics (SF)  |
| 10. Dr. P. Indumathy | Assistant Professor in F & N (SF)  |
| 11. Dr. B. Ananthi | Assistant Professor in Computer Science (SF)  |
| 12. Ms. P. Laura Juliet | Assistant Professor in Computer Application (SF)  |
| 13. Dr. G. Mahooridevi | Assistant Professor in Corporate Secretaryship  |
| 14. Dr. S. Saraswathi | Assistant Professor in Commerce (SF)  |


The minutes of the previous meeting was read, confirmed and recorded.


It was proposed to encourage the faculty members for submission of proposals to various funding agencies like Science Academies, ICSSR, ICHR, DRDO and DBT. It was also decided

that Department of Physics and Zoology may apply for Star College Scheme as the other five departments were already receiving fund under this scheme.




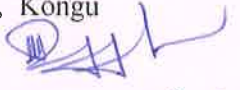



Suggestions given to Research Committee to organize workshops related to Research methodology in different discipline.

Publication details were not collected directly by NIRF-2018 team but from a trusted third party. So, it was decided to compile the details of publications by our staff members for a period of three years (2014-15, 2015-16, 2016-17) for cross verification. It was also planned to design and develop an Institutional Repository for storing the research publications of our staff members.


IQAC Co-ordinator


Principal

Information to:

1. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics 
2. Tmt. F. Shahida Shireen Associate Professor in Physics 
3. Ms. B. Santhi Assistant Professor in Co-operation (SF) 
4. Ms. M.Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai 
5. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode 
6. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department, Velalar College of Engineering & Technology, Erode 
7. Ms. K.Logapriya I M.Sc Computer Science 

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell


Meeting – 6 Venue: Principal's Room Date: 29.12.2017 Time: 11.30 a.m.














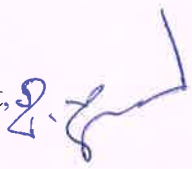
Agenda of the meeting

- Reading of minutes of previous meeting
- Promotion of MOOC Courses
- Review of External Academic Audit

Members Present

Principal : Dr. D. Kamalaveni 

Co-ordinator : Dr. E. S. Samundeeswari 

1. Dr. L. M. Swarnalatha Assistant Professor in English 
2. Dr. P. Karthika Associate Professor & Head, Dept. of History 
3. Tmt. F. Shahida Shireen Associate Professor in Physics 
4. Dr. C. Chitra Vadivu Assistant Professor in Botany 
5. Dr. V. S. Kavitha Assistant Professor in Zoology 
6. Dr. G. Thamizhendhi Assistant Professor in Mathematics (SF) 
7. Dr. P. Indumathy Assistant Professor in F & N (SF) 
8. Dr. B. Ananthi Assistant Professor in Computer Science (SF) 
9. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF) 
10. Dr. G. Mahooridevi Assistant Professor in Corporate Secretaryship 
11. Dr. S. Saraswathi Assistant Professor in Commerce (SF) 
12. Ms. B. Santhi Assistant Professor in Co-operation (SF) 
13. Ms. K. Logapriya I M.Sc Computer Science 
14. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department,
Velalar College of Engineering & Technology, Erode 

The minutes of the previous meeting was read, confirmed and recorded.

External Academic Audit of various Boards were conducted from 16-12-2017 to 23.12.2017 except Maths (UG) board which was scheduled on 30-12-2017 and Computer Science (PG) on 10-01-2018. The external audit reports in respect of various departments were reviewed and it was decided to redesign the curriculum based on Outcome Based Education from next academic year.

As per the Digital Action Plan 17 by 17, Swayam – MOOC were to be popularised among students. To enhance the learning opportunity, it was decided to introduce NPTEL courses to Research guides so as to make their scholars to opt for courses that suit them.

IQAC Co-ordinator

Principal

Information to:

1. Dr. S. Sumathi Assistant Professor in English ✓
2. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics ✓
3. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics ✓
4. Dr. N. Vijaya Assistant Professor in Chemistry ✓
5. Dr. V. Renuga Devi Assistant Professor in Commerce ✓
6. Ms. M.Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai ✓
7. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode ✓

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell


Meeting – 5 Venue: Principal's Room Date: 24.11.2017 Time: 11.00 a.m.












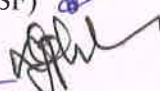



Agenda of the meeting :

- Reading of minutes of previous meeting
- External Academic Audit
- Review of DBT activities of five participating Departments
- Digital Action Plan 17 by 17

Members Present

Principal : Dr. D. Kamalaveni 

Co-ordinator : Dr. E. S. Samundeeswari 

1. Dr. P. Karthika Associate Professor & Head, Dept. of History 
2. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics 
3. Tmt. F. Shahida Shireen Associate Professor in Physics 
4. Dr. N. Vijaya Assistant Professor in Chemistry 
5. Dr. V. S. Kavitha Assistant Professor in Zoology 
6. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics 
7. Dr. V. Renuga Devi Assistant Professor in Commerce 
8. Dr. G. Thamizhendhi Assistant Professor in Mathematics (SF) 
9. Dr. P. Indumathy Assistant Professor in F & N (SF) 
10. Dr. B. Ananthi Assistant Professor in Computer Science (SF) 
11. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF) 
12. Dr. G. Mahooridevi Assistant Professor in Corporate Secretaryship 
13. Dr. S. Saraswathi Assistant Professor in Commerce (SF) 
14. Ms. B. Santhi Assistant Professor in Co-operation (SF) 
15. Ms. K. Logapriya I M.Sc Computer Science 

Special Invitees:

1. Dr. Kalaichelvi Associate Professor in Botany
2. Mrs. V. Chitra Associate Professor in Chemistry

The minutes of the previous meeting was read, confirmed and recorded.

As per the NAAC mandate for Academic and Administrative Audit, it was resolved to have External Academic and Administrative Audit in the month of December 2017. The format for collecting feedback and suggestions from External Experts was discussed.

As the second installment of DBT – Star College Scheme had been received, a review of DBT activities conducted so far was carried out with DBT Co-ordinator. IQAC suggested that more inter-disciplinary activities need to be carried out.

A Communication received from Bharathiar University, highlighted the Government's Digital Action Plan 17 by 17. It insisted that students should make use of SWAYAM –MOOC. The viability and modality to work on the project were discussed. It was decided to constitute a monitoring committee with Dr. S.K. Jayanthi Associate Professor and Head, Department of Computer Science as Co-ordinator and one representative each from Chemistry, English, Mathematics and Self Financing Stream.

IQAC Co-ordinator

Principal

Information to:

1. Dr. L. M. Swarnalatha Assistant Professor in English
2. Dr. S. Sumathi Assistant Professor in English
3. Dr. C. Chitra Vadivu Assistant Professor in Botany
4. Ms. M.Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
5. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department, Velalar College of Engineering & Technology, Erode
6. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting – 4 Venue : Principal's Room Date : 30.10.2017 Time : 11.00 a.m.

Agenda of the meeting

- Reading of minutes of previous meeting
- Submission of data for NIRF 2018 Ranking
- Certificate Programme in Yoga for 1st Year Students
- Coaching Class for TNPSC group examination

Members Present

Principal : Dr. D. Kamalaveni

Co-ordinator : Dr. E. S. Samundeeswari

1. Dr. L. M. Swarnalatha Assistant Professor in English
2. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics
3. Tmt. F. Shahida Shireen Associate Professor in Physics
4. Dr. N. Vijaya Assistant Professor in Chemistry
5. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics
6. Dr. V. Renuga Devi Assistant Professor in Commerce
7. Dr. G. Thamizhendhi Assistant Professor in Mathematics (SF)
8. Dr. P. Indumathy Assistant Professor in F & N (SF)
9. Dr. B. Ananthi Assistant Professor in Computer Science (SF)
10. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF)
11. Dr. G. Mahooridevi Assistant Professor in Corporate Secretaryship
12. Dr. S. Saraswathi Assistant Professor in Commerce (SF)
13. Ms. B. Santhi Assistant Professor in Co-operation (SF)
14. Ms. M. Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
15. Ms. K. Logapriya I M.Sc Computer Science

The minutes of the previous meeting was read, confirmed and recorded.

Staff Council meeting had decided unanimously to apply for NIRF 2018. Since this was the first attempt, the college team involved in NIRF data submission was not familiar with the format and nature of data that need to be submitted. So it was decided to consult other colleges

who had already gone for Ranking and to design the format for data to be collected from Departments and Office. Dr. R. Parvathi, Associate Professor and Head, Dept. of Mathematics, Dr. Kalaiselvi, Associate Professor and Head, Dept. of Commerce (CA) were deputed as Co-ordinators for the Ranking process and Dr. E.S. Samundeeswari, IQAC Co-ordinator, as the Nodal Officer.







So far, the Yoga classes were conducted for the first year UG students for 15 hours only. It was resolved that it should be offered as Certificate Programme in Yoga by increasing the number of contact hours. This certificate programme was planned from 18.12.2017 to 21.12.2017. It was also suggested that the college may enter into MoU with Vethathiri Maharishi Institute for Spiritual and Intuitional Education, Pollachi

As the aspirants to TNPSC group examination were increasing, an awareness programme on Competitive Examination and Coaching classes were planned. The awareness programme should give the students, a understanding of different types of examination, the syllabi and tentative date of the examination. Career Guidance Cell and Department of Commerce (CA) were given the responsibility of conducting the programmes.


IQAC Co-ordinator


Principal

Information to:

1. Dr. S. Sumathi Assistant Professor in English 
2. Dr. P. Karthika Associate Professor & Head, Dept. of History 
3. Dr. C. Chitra Vadivu Assistant Professor in Botany 
4. Dr. V. S. Kavitha Assistant Professor in Zoology 
5. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode 
6. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department, Velalar College of Engineering & Technology, Erode 

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting – 3 Venue : Principal's Room Date :15.9.2017 Time : 03.00 p.m.

Agenda of the meeting

- Reading of minutes of previous meeting
- FDP on Quality related Teaching (1.11)
- Programme for Office Bearers - Women Rights, Leadership (14.10, 31.10 6&7.12)
- Science Academies Fellowship
- Tamil Virtual University grant

Members Present

Principal : Dr. D. Kamalaveni

Co-ordinator : Dr. E. S. Samundeeswari

1. Dr. L. M. Swarnalatha Assistant Professor in English
2. Dr. S. Sumathi Assistant Professor in English
3. Dr. P. Karthika Associate Professor & Head, Dept. of History
4. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics
5. Tmt. F. Shahida Shireen Associate Professor in Physics
6. Dr. N. Vijaya Assistant Professor in Chemistry
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8. Dr. V. S. Kavitha Assistant Professor in Zoology
9. Dr. V. Renuga Devi Assistant Professor in Commerce
10. Tmt. G. Thamizhendhi Assistant Professor in Mathematics (SF)
11. Dr. P. Indumathy Assistant Professor in F & N (SF)
12. Dr. B. Ananthi Assistant Professor in Computer Science (SF)
13. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF)
14. Dr. G. Mahooridevi Assistant Professor in Corporate Secretaryship
15. Dr. S. Saraswathi Assistant Professor in Commerce (SF)
16. Ms. B. Santhi Assistant Professor in Co-operation (SF)
17. Ms. M. Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
18. Mr. R. Subramaniam Former President of Erode District Small Industries Association and Director, EMES Textiles P.Ltd., Erode

19. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department
Velalar College of Engineering & Technology, Erode
20. Ms. K.Logapriya I M.Sc Computer Science


The minutes of the previous meeting was read, confirmed and recorded.


It was proposed to conduct a FDP on Teaching Learning Process with Mr. K. Senthil Athipan, Founder SPACE and SPARKS, Department of Psychology, University of Madras, Chennai as the resource person. The planning of the event was discussed.

Dr. R.Parvathi, Associate Professor and Head, Dept. of Mathematics discussed about Science Academy Fellowship. To benefit from this fellowship, it was decided to inform the Staff members and students to apply for the same.

A fund of Rs. 25,000/ was received by Tamil Department from Tamil Virtual University for promoting Tamil in Internet / Mobile. The modalities for the series of programmes to benefit students and school teachers were discussed.

To impart Leadership skills, two programmes, were planned for College Union Office bearers. The topics and resource persons were finalized. A competition on 'Awareness on Women Rights' conducted by National Commission for Women was scheduled on 31.10.2017. Duties were allotted among staff members. It was suggested that a series of session on Legal rights of women to be conducted before organizing competition.


IQAC Co-ordinator


Principal

Information to:

1. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics

Vellalar College for Women Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting - 2 Venue : Principal's Room Date :29.7.2017 Time : 11.00 a.m.

Agenda of the Meeting

- Reading of minutes of previous meeting
- Discussion on End Semester results of the academic year 2016 - 2017.
- Review on activities planned by various forums
- Awareness on publication ethics

Members Present

Co-ordinator : Dr. E. S. Samundeeswari *ES*

1. Dr. L. M. Swarnalatha Assistant Professor in English *LS*
2. Dr. S. Sumathi Assistant Professor in English *SS*
3. Dr. P. Karthika Associate Professor & Head, Dept. of History *PK*
4. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics *RP*
5. Dr. N. Vijaya Assistant Professor in Chemistry *NV*
6. Dr. C. Chitra Vadivu Assistant Professor in Botany *CV*
7. Dr. N. Sabitha Associate Professor & Head, Dept. of Nutrition & Dietetics *NS*
8. Dr. V. Renuga Devi Assistant Professor in Commerce *VR*
9. Dr. P. Indumathy Assistant Professor in F & N (SF) *PI*
10. Dr. B. Ananthi Assistant Professor in Computer Science (SF) *BA*
11. Ms. P. Laura Juliet Assistant Professor in Computer Application (SF) *PL*
12. Dr. G. Mahooridevi Assistant Professor in Corporate Secretaryship *GM*
13. Dr. S. Saraswathi Assistant Professor in Commerce (SF) *SS*
14. Ms. B. Santhi Assistant Professor in Co-operation (SF) *BS*
15. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department,
Velalar College of Engineering & Technology, Erode *RK*
16. Ms. K. Logapriya I M.Sc Computer Science *K. Logapriya*

The minutes of the previous meeting was read, confirmed and recorded.

End Semester Exam 2016-17 results were discussed. Some of the departments have the pass percentage less than 80%. One of the reason being the admission of students who scored very low marks in their qualifying Secondary School Examination. Members insisted that such students should be given remedial coaching.

A review on activities planned by various forums in this year was done and suggestions given to the forums to give importance to outreach activities and certification programmes.

Quality publication requires that the students must be aware of "Plagiarism and other types of publication misconduct". So, suggestion was given to Research Committee to conduct some workshop / seminar to create awareness on Plagiarism.

IQAC Co-ordinator

Principal

Information to:

1. Tmt. F. Shahida Shireen Associate Professor in Physics
2. Dr. V. S. Kavitha Assistant Professor in Zoology
3. Tmt. G. Thamizhendhi Assistant Professor in Mathematics (SF)
4. Ms. M.Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
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Vellalar College for Women (Autonomous), Erode – 12
Internal Quality Assurance Cell

Meeting - 1 Venue : IQAC Room

Date : 12.6.2017 Time : 10.00 a.m.

Agenda of the Meeting

- Reading of minutes of previous meeting
- Science Academies Lecture Workshop
- Conducting workshops for students
- Reconstitution of IQAC team

Members Present

Principal : Dr. D. Kamalaveni

Co-ordinator : Dr. E. S. Samundeeswari

1. Dr. L. M. Swarnalatha Assistant Professor in English
2. Dr. S. Sumathi Assistant Professor in English
3. Dr. P. Karthika Associate Professor & Head, Dept. of History
4. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics
5. Tmt. F. Shahida Shireen Associate Professor in Physics
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18. Ms. M. Mangayarkarasi Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai

19. Dr. R. Kumaravelan Professor & Head, Mechanical Engineering Department,
Velalar College of Engineering & Technology, Erode
20. Mr. R. Subramaniam Former President of Erode District Small Industries
Association and Director, EMES Textiles P.Ltd., Erode

The minutes of the previous meeting was read, confirmed and recorded.

Indian Science Academies had granted fund for conducting three Lecture workshops - Real Analysis, Biostatistics and Computational Biology, Trends in Plant Diversity and Applied Microbiology: Conservation and Applications to be to be organized by Department of Mathematics, Computer Science and Botany respectively. Principal appreciated Dr. R. Parvathi, Associate Professor and Head, Department of Mathematics, Dr. E.S. Samundeeswari, Associate Professor of Computer Science and Dr. S. Sharmila, Assistant Professor of Botany for getting grants. It is decided to invite students /faculty members from neighbouring colleges to the extent of 30% of allotted strength. It is also decided that the respective department will carry out the necessary work required to conduct the programme.

There are simple techniques and strategies that one help one to improve the power of brain. IQAC members suggested that College Union may conduct programmes on memory techniques for the students as well as staff members

As per the revised norms of NAAC, the IQAC team is reconstituted by including representation from more department to make the team broad based. The reconstituted team is given below:

IQAC Composition 2016-17

1	Dr. D. Kamalaveni	Principal – Chairperson
2	Dr. E. S. Samundeeswari	Associate Professor in Computer Science & Co-ordinator

Teaching Faculty

1	Dr. L. M. Swarnalatha	Assistant Professor in English
2	Dr. S. Sumathi	Assistant Professor in English
3	Dr. P. Karthika	Associate Professor & Head, Dept. of History
4	Dr. R. Parvathi	Associate Professor & Head, Dept. of Mathematics
5	Tmt. F. Shahida Shireen	Associate Professor in Physics
6	Dr. N. Vijaya	Assistant Professor in Chemistry

7	Dr. C. Chitra Vadivu	Assistant Professor in Botany
8	Dr. V. S. Kavitha	Assistant Professor in Zoology
9	Dr. N. Sabitha	Associate Professor & Head, Dept. of Nutrition & Dietetics
10	Dr. V. Renuga Devi	Assistant Professor in Commerce
11	Tmt. G. Thamizhendhi	Assistant Professor in Mathematics (SF)
12	Dr. P. Indumathy	Assistant Professor in F & N (SF)
13	Dr. B. Ananthi	Assistant Professor in Computer Science (SF)
14	Ms. P. Laura Juliet	Assistant Professor in Computer Application (SF)
15	Dr. G. Mahooridevi	Assistant Professor in Corporate Secretaryship
16	Dr. S. Saraswathi	Assistant Professor in Commerce (SF)
17	Ms. B. Santhi	Assistant Professor in Co-operation (SF)

Administrative Staff

1	Tmt. L. Vijayalakshmi	Superintendent
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Student Representative


1	Ms. K. Logapriya	I M.Sc Computer Science
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Alumni

1	Ms. M. Mangayarkarasi MCA., M.E	Assistant Professor, Computer Technology – PG, Kongu Engineering College (Autonomous), Perundurai
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External Members

1	Mr. R. Subramaniam	Former President of Erode District Small Industries Association (EDISSIA) and Director, EMES Textiles P.Ltd., Erode, Ph: 9842759900 emestext@gmail.com
2	Dr. R. Kumaravelan	Professor & Head, Mechanical Engineering Department, Velalar College of Engineering & Technology, Thindal, Erode Ph: 9443563481 rkumaravelan@gmail.com


IQAC Co-ordinator


Principal

Information to:

1. Ms. K. Logapriya

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