

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 16.04.19 at 10.00 a.m. in the Seminar Hall

Agenda of the Meeting:

1. Governing Body Duties
2. AQAR Report
3. Autonomy Report

The following decisions were taken in the meeting

- Allotment of duties for the Governing Body meeting report preparation was done
- Reviewed the collected AQAR data
- Discussion on Autonomy Report preparation was done











Members Present:

Principal: Dr. N. Maragatham 











Coordinator:

1. Dr.L.M. Swarnalatha, English 

Core Team Members:

1. Ms.F.Shahida Shireen, 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) 

Supporting Team Members:

1. Dr.V.S.Kavitha, Zoology 
2. Dr.C.Chitravadivu, Botany 
3. Dr.P.Anitha, Physics 
4. Dr. B.Ananthi, Comp. Science 
5. Dr. S. Saraswathi, Commerce 
6. Ms. P.Laura Juliet, Comp. Appl. 
7. Dr. G. Thamizhendhi, Maths 
8. Ms. B. Santhi, Cooperation 
9. Ms.M.Jagadeeswari, English 
10. Dr.P.K.Saranya, Comp. Science 

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 21.03.19 at 02.30 p.m. in the Seminar Hall

Agenda of the Meeting:

1. Discussion on Organizing FDP

The following decisions were taken in the meeting

- Title of the Programme (Two-Day FDP) was decided
- Resource Persons, Participants were identified and the duty allotment was done

Members Present:

Principal: Dr. N. Maragatham

Coordinator:

1. Dr.L.M. Swarnalatha, English

Core Team Members:

1. Ms.F.Shahida Shireen, Physics
2. Dr.N.Sabitha, N&D
3. Dr.R.Parvathi, Maths
4. Dr.P.Karthika, History
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3. Dr.P.Anitha, Physics
4. Dr. B.Ananthi, Comp. Science

5. Dr. S. Saraswathi, Commerce *S*
6. Ms. P.Laura Juliet, Comp. Appl. *L*
7. Dr. G. Thamizhendhi, Maths *G.T*
8. Ms. B. Santhi, Cooperation *B*
9. Ms.M.Jagadeeswari, English *M*
10. Dr.P.K.Saranya, Comp. Science *S*

Agenda of the meeting

1. The meeting was presided by the

The following business was taken up for the meeting

1. The members of the Department (for the first time) were

2. The members of the Department were present at the first meeting and

Members Present:

President: Dr. N. Manikandan *N*

Members:

1. Dr. S. Saraswathi, Commerce *S*
2. Ms. P.Laura Juliet, Comp. Appl. *L*
3. Dr. G. Thamizhendhi, Maths *G.T*
4. Ms. B. Santhi, Cooperation *B*
5. Ms.M.Jagadeeswari, English *M*
6. Dr.P.K.Saranya, Comp. Science *S*
7. Dr. N. Manikandan, President *N*
8. Dr. N. Manikandan, Vice President *N*
9. Dr. N. Manikandan, Secretary *N*
10. Dr. N. Manikandan, Treasurer *N*

Members Absent:

1. Dr. N. Manikandan, Secretary *N*

2. Dr. N. Manikandan, Treasurer *N*

3. Dr. N. Manikandan, Secretary *N*

4. Dr. N. Manikandan, Treasurer *N*

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 05.03.19 at 03.00 p.m. in the Seminar Hall


Agenda of the Meeting:

1. Discussion on organizing FDP

The following decisions were taken in the meeting

- Various Resources Persons were selected from different disciplines to train the hostellers to hone their skills











Members Present:

Principal: Dr. N. Maragatham 





Coordinator:



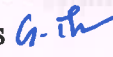



1. Dr.L.M. Swarnalatha, English 

Core Team Members:

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10. Dr.P.K.Saranya, Comp. Science 

Faculty of Education

Department of Education

The following details are given in the meeting

A group of the meeting

1. Dr. S. Saraswathi, Commerce

2. Ms. P.Laura Juliet, Comp. Appl.

3. Dr. G. Thamizhendhi, Maths

4. Ms. B. Santhi, Cooperation

5. Ms.M.Jagadeeswari, English

6. Dr.P.K.Saranya, Comp. Science

7. Dr. V. Rangaswami, Commerce

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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 04.02.19 at 01.45 p.m. in the Seminar Hall


Agenda of the Meeting:

1. New format
2. FDP
3. Any other Matter

The following decisions were taken in the meeting

- Research Gaps were found as per new format of AQAR form 2018-19 onwards.
- Resource Persons and Participants for FDP were identified and the duty allotment was done











Members Present:

Principal: Dr. N. Maragatham 

Coordinator:










1. Dr.L.M. Swarnalatha, English 

Core Team Members:

1. Ms.F.Shahida Shireen, Physics 
2. Dr.N.Sabitha, N&D 
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10. Dr.P.K.Saranya, Comp. Science 

Agenda of the Meeting

1. New format

2. Time

3. Any other matters

The following decisions were taken in the meeting

1. Research Cells were found to be the best mode of AQAR from 2018-19 onwards.

2. Research Projects and programmes for RFP were identified and the delay allowed was

done

Members Present

Principal Dr. M. Manojkumar

Secretary

1. Dr. M. Manojkumar, English

2. Dr. M. Manojkumar

3. Dr. M. Manojkumar

4. Dr. M. Manojkumar

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11. Dr. M. Manojkumar

12. Dr. M. Manojkumar

Principal's Signatures

Dr. M. Manojkumar

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 16.10.18 at 02.30 p.m. in the Seminar Hall

Agenda of the Meeting:

1. AQAR Submission
2. Any other Matter

The following decisions were taken in the meeting

- It was decided in the meeting to follow the new format of AQAR form 2018-19 onwards.
- It was resolved to give more focus on the areas such as Membership in Professional Body, Consultancy, MOUs, Linkages, Patent and Copy Rights.
- Extension Activities to be carried out under Unnad Abiyan Scheme in the adopted villages were planned
- The Co-ordinator elaborated on the new format of AQAR Report. She urged the members to plan focused work and to trace the lagging areas, so that more attention can be rendered.
- Various befitting activities were planned to the potentiality required for the extension of Autonomous Status.







Members Present:





Principal: Dr. N. Maragatham 

Coordinator:







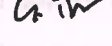



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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 04.10.18 at 02.00 p.m. in the Seminar Hall


Agenda of the Meeting:

1. AQAR Submission
2. Any other Matter

The following decisions were taken in the meeting

- Data to be submitted for AQAR was analyzed
- Recommendations and Suggestions were considered to enhance the AQAR
- Date for the Final Verification of Data was decided











Members Present:

Principal: Dr. N. Maragatham 



Coordinator:

1. Dr.L.M. Swarnalatha, English 

Core Team Members:

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- 3. Dr.P.Anitha, Physics *AN*
- 4. Dr. B.Ananthi, Comp. Science *BA*
- 5. Dr. S. Saraswathi, Commerce *SS*
- 6. Ms. P.Laura Juliet, Comp. Appl. *LJ*
- 7. Dr. G. Thamizhendhi, Maths *G.T*
- 8. Ms. B. Santhi, Cooperation *BS*
- 9. Ms.M.Jagadeeswari, English *MJ*
- 10. Dr.P.K.Saranya, Comp. Science *PKS*

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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes


The IQAC meeting for the Academic Year 2018-19 was held on 25.09.18 at 2.45 p.m. in the conference hall

Agenda of the Meeting:

1. Academic Quality Ranking System
2. Centre for Academic Excellence
3. Quality Supporting Committees
4. Institutional Social Responsibility Initiatives
5. Other Committees
6. Part V - Extension Activities
7. CRL - Central Research Laboratory
8. Examination Cell
9. Student Discipline
10. Any other Matter

The IQAC conducted the Staff Quarterly Meeting on 25.9.18 at 2.45pm in the conference hall. The Principal Dr. N. Maragatham, presided over the meeting and welcomed the gathering. Thiru. S. D. Chandrasekar, Secretary & Correspondent stimulated the faculty to adapt innovative and informative practices to produce a wholesome teaching-learning experience. The Principal elaborated on the various aspects of Academic Quality Ranking System such as NIRF, Atal Ranking, CPE, AISHE, and RUSA. She further added that, to upgrade the institution as a Centre for Excellence, the learners have been encouraged to register in ICT-e-LRC-MOOC's and in SWAYAM Platform. LSIS – Learning Skills Improvement Services was initiated to enhance the learning ability of the academically weak students. The faculties were encouraged to apply for Patent and Copy Rights. Many new committees were constituted and the co-ordinators of the committees explained the need and nature of the activities. As a part of extension activities, 11 villages were adopted by the institution to render services to the community.











Members Present:

Principal: Dr. N. Maragatham 







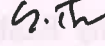



Coordinator:

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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 24.08.18 at 11.00 a.m. in the seminar hall

Agenda of the Meeting:

1. Discussion about Centralized Database System
2. Any other Matter

The following decisions were taken in the meeting

- Information Gaps in Criterion I and the course details were discussed
- Information Gaps in Criterion II, III, IV, V, VI and VII and necessary measures to be taken and implemented were discussed
- Academic Ranking System Committee and various club committee requirements were discussed

Members Present:

Principal: Dr. N. Maragatham

Coordinators:

1. IQAC *LMS*
 2. NIRF *S*
 3. CPE *LMS*
 4. DBT *SP*
 5. RUSA *for SP*
 6. AISHE *SP*
 7. DST-FIST *SP*
 8. Annual Report – Bharathiar University *SP*
 9. Autonomous Status Extension *S*
 10. Criterion I Incharge *✓*
 11. Criterion II Incharge
 12. Criterion III Incharge
 13. Criterion IV Incharge
- } for LMS*

14. Criterion V Incharge *W*

15. Criterion VI Incharge *L*

16. Criterion VII Incharge *V*

17. Part V - Club Cordinators *W*

The 2022 meeting was held on 24.08.18 at 11.00 a.m. in the room...

Agenda of the meeting

1. Discussion about Criterion V Incharge

2. Any other business

The following minutes were read in the meeting

3. Information given in Criterion I and the cover sheets were discussed

4. Information given in Criterion II, III, IV, V, VI and VII and necessary minutes to be

taken and implemented were discussed

5. Various meeting system committees and various club committee responsibilities were

discussed

Minutes Approved

Present: Mr. [Name]

Chairman

1. BANC 100

2. KAP 100

3. CO 100

4. DIT 100

5. BSA 100

6. WISE 100

7. BSL-100

8. Annual Report - Director General

9. Appointment of new members

10. Criterion I Incharge

11. Criterion II Incharge

12. Criterion III Incharge

13. Criterion IV Incharge

W
L
V

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 23.08.18 at 11.00 a.m. in the seminar hall

Agenda of the Meeting:

1. Discussion with AVEON Software Systems
2. Any other Matter

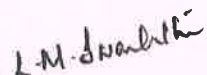

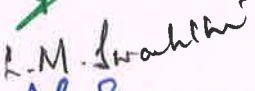






The following decisions were made in the meeting

- Department Activities Form Design was discussed
- Staff Activities Form Design was discussed
- Student Activities Form Design was discussed
- Extension Activities Form Design was discussed
- Part V Activities Form Design was Discussed

Members Present:

Principal: Dr. N. Maragatham 

Coordinators:

1. IQAC 
2. NIRF 
3. CPE 
4. DBT 
5. RUSA 
6. AISHE 
7. DST-FIST 
8. Annual Report – Bharathiar University 
9. Autonomous Status Extension 

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 06.08.18 at 2.00 p.m. in the seminar hall


Agenda of the Meeting:

1. The AQAR Submission.
2. Any other Matter

The following decisions were taken in the meeting

- It was decided in the meeting to follow the old format of AQAR.
- The criteria were allotted to the team members for compilation.
- Data Collection Department Diary was formulated.
- Recommendations of the last NAAC peer team visit were discussed.
- Proactive Suggestions were considered for the enrichment of AQAR.
- Mr. S. Dinesh kumar was appointed as Data Base Manager










Members Present:

Principal: Dr. N. Maragatham 

Coordinator:

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Core Team Members:

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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 16.07.18 at 2.45 p.m. in the seminar hall.

Agenda of the Meeting:

1. To establish Data Document Center
2. New IQAC Team Formation
3. Any other Matter

The following decisions were taken in the meeting

- Design of template was formulated for data collection based on all criteria.
- Action plan was chalked out for each criterion
- Planned to visit Gobi Arts and Science College to get knowledge of data entry.
- Appointment of Data Entry manager.
- New composition of IQAC Team.
- Appointment of Dr. Suja Mathew, Assistant professor of English, NGM College of Pollachi as Alumni member in the IQAC team.
- Decided to include Mr. Jayakumar, Advocate and Mr. P.K.P Arun, Educationalist, as local representatives, and Student Union President as Student Representative.

Members Present

Principal : Dr. N. Maragatham

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 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, 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

VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 04.07.2018 at 1.45 p.m. in the Principal's room

Agenda of the Meeting:

1. Gap Area Analysis and Action Plan for the Year 2017-18
2. AQAR
3. Any other Matter

The following decisions were taken in the meeting

- Inclusion of staff members from Self -Financed wing in the IQAC team.
- There was discussion about all criteria.
- E- Content materials can be revised and uploaded on college website or on YouTube.
- Planned to conduct Alumni meet in the afternoon session of Graduation Day Ceremony.
- Endowment prizes can be converted to scholarships to provide financial aid to the current learners
- Planned to implement e-governance in Examination section.
- Planned to conduct FDPs, workshops and skill development programs.
- Planned to register Parent Teacher Association.
- Planned to conduct placement drive to enable the students to be locally relevant and globally competent.

Members Present

Principal : Dr. N. Maragatham

Co-ordinator : Dr. E. S. Samundeeswari

1. Dr. L. M. Swarnalatha Assistant Professor in English *LMS*
2. Dr. S. Sumathi Assistant Professor in English *f*
3. Dr. P. Karthika Associate Professor & Head, Dept. of History *PL*
4. Dr. R. Parvathi Associate Professor & Head, Dept. of Mathematics *PL*
5. Tmt. F. Shahida Shireen Associate Professor in Physics *SS*

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 ✓
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VELLALAR COLLEGE FOR WOMEN (AUTONOMOUS), ERODE-12

IQAC Meeting Minutes

The IQAC meeting was held on 25.06.2018 at 2.45 pm in the seminar hall. The Principal Dr. N. Maragatham Presided over the meeting. The IQAC Co-ordinator Dr. E.S. Samundeeswari welcomed the gathering.

Agenda of the Meeting:

1. Institutional Gap Analysis.
2. AQAR - Submission
3. Any other Matter

The following decisions were taken in the meeting

- Submitting the AQAR report in the new format
- To institute Centralized Database System
- To establish Parents Teacher Association
- To organize workshops and FDPs to create awareness on the new format of NAAC – Accreditation
- To revamp the IQAC Committee and appoint co-ordinators for each criterion
- Dr. L.M. Swarnalatha, HOD of English took charge as the new co-ordinator of IQAC from 2018 onwards.
- The next meeting was scheduled for 4.7.2018.

Members Present

Principal : Dr. N. Maragatham

Co-ordinator : Dr. E. S. Samundeeswari

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

7. Dr. C. Chitra Vadivu Assistant Professor in Botany
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