

IQAC Review Meeting

Date : 20.4.2017

Venue : Conference Hall

Time : 10.00 a.m

AGENDA

To review the outcomes achieved as per the plans for the academic year 2016-2017.

Members Present

Dr. (Mrs.) R.Poovazhaki

Principal

Co-ordinators

Mrs.P.Bagyalakshmi

Associate Professor of Commerce

Mrs.S.Muthulaxmi

Assistant Professor of English

External Members

Dr.S.Raja

Principal

Ms.P. Suseilrani

Vivekanandha College, Thiruvedagam

Assistant Professor of Commerce with CA

Mrs.E.Helena

Lady Doak College, Madurai

Dean of Academic Affairs

Fatima College, Madurai

Management Representative

Dr.(Mrs). V.Pushpalatha

Assistant Professor of Commerce

Director of S.F. Courses

Administrative staff

1. Mr.V.M.Sundararajan

Administrative officer

2. Mrs.S.Vijayalakshmi

Junior Assistant

Special Invitees

Mrs.S.Ganga

Dean & H.O.D of English

Mrs.K.Rajeswari

Controller & H.O.D of Commerce

Members

Dr.(Mrs).S.Puvaneswari

Head, Curriculum Circle

Dr.(Mrs.)T.Sathiya Sheila

Head, Teaching-Learning Evaluation

Dr.(Mrs). Y.Fatima

Head, Research & Development Circle

Mrs. T.Hema

Head, Consultancy & Extension Circle

Mrs.S.Sugapriya

Head, Infrastructure Circle

Mrs.N.Kavitha

Head, Students Support & Progression circle

Dr.(Mrs).G.Indira Rani

Head, Governance, Leadership & Management

Mrs.G.Amutha

Head, Innovations & Best Practices

Mrs. S.Chitradevi

Secretarial Assistance

Mrs.J.Chinna

Secretarial Assistance

Alumni

Dr.(Mrs).K.Padmavathy

Assistant Professor of Commerce

Mrs.D.Selvamathi

Assistant Professor of Mathematics

Student Representatives

Ms. R.Nivetha

III B.A History (E.M)

Ms. P.Mounika

III B.Sc Physics

MINUTES OF IQAC REVIEW MEETING 2016-17

The review meeting of IQAC was conducted under the Chairmanship of the Principal on 20.4.2017. The outcome achieved during the academic year 2016-17 was reviewed in the meeting with the Heads of various circles. The members discussed about the achievements and evaluated the implementation of the action plan of 2016-17.

The members expressed happiness about the attainment of A+ Grade with a CGPA of 3.51 by NAAC in the Third Cycle. Dr.(Mrs). R,Poovazhaki, Principal presented the magnificent growth of the institution from its inception to till date. She also put forward short term plans for the year 2017-18 and long term plans for the future growth.

The members discussed about the achievements of action plans for the year 2016-17.

1. Revised the syllabi of UG and PG courses for the first two semesters. Revised the syllabi of Certificate courses in Spoken English, Computerized Accounting, Operations Research and Chemistry on Consumer products. The syllabi of Diploma Courses in Information & Computer Technology and Food & Nutrition were also revised.
2. Collected Feedback from stakeholders.
3. Motivated staff to publish research articles and present papers in the National and International conferences.
4. Conducted **three** internal assessment tests instead of **two** tests.
5. Increased the number of working days from **90** days to **100** days.
6. Enrollment of maximum number of students in CGT and DGT examinations. 1268 students of First year appeared for CGT and 1118 students of Second year appeared for DGT.
7. Conducted eight self development programs for the benefit of students . 230 students were benefited from the programs .

The discussions were followed by the suggestions of External experts.

Suggestions by the External Experts. It was suggested by the External Expert Dr.S.Raja that the students must be asked to present papers for seminars and workshops for the sake of improving vocabulary and presentation skills of students. He also suggested that it should be made compulsory for the publication of atleast 5 research papers by each faculty. He advised to opt for the method of Team teaching to promote the quality and standards of

teaching faculty. He also suggested the plan of sending the students to schools for extension service. He also insisted upon generating more revenues for the consultancy services offered.

It was suggested by Ms.R.Suseil Rani, External Expert to expose the newly recruited faculty to Blooms Taxonomy while setting question papers. She also suggested that Software can be installed in library to check plagiarism so as, to train the students to prepare the articles originally without copying from any source.

The Circle Heads presented the plans to be envisaged for the academic year 2017-18.

1. To revise the syllabi of all UG & PG courses for third and fourth semesters.
2. To organize Seminar on ICT enabled Teaching for the faculty.
3. To collect feedback from stakeholders.
4. To conduct a seminar on Examination Reforms.
5. To conduct induction training program for newly recruited faculty.
6. To encourage the students to participate in International seminars.
7. To generate more revenue for consultancy services.
8. To organize Professional training by experts in Cultural Arts.
9. To construct more number of classrooms.
10. To segregate waste into degradable and non-degradable for the purpose of achieving health & hygiene in the disposal of Garbage in campus.