

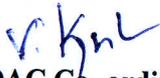
Ref:SSCW/IQAC/03

06.07.2019

CIRCULAR

A meeting with all the member of the IQAC is on 11.07.2019 (Thursday) at 10.30 am in the New block (Seminar Hall). We request the following IQAC representatives to be present in the meeting.

IQAC's Representatives		
S.NO	NAME	DESIGNATION
1	Dr. M. Subalakshmi	Chairperson
2	Ms. M. Rameshwari	Assistant Professor & HOD / English
3	Ms. P. Kokila	Assistant Professor & HOD / Tamil
4	Dr. A.Surya	Assistant Professor & HOD / CS
5	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry
6	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics
7	Dr. M. Bala subramanian Assistant Professor & Research Advisor Department of Commerce Jamal Mohamed College (Autonomous), Trichy	Academic Expert
8	Dr.D. Kalaiselvan Assistant Professor & Head Department of BBA (AM), Srinivasan College of Arts and Science, Perambalur	Academic Expert
9	Green Soft (Trichy)	Industry Expert
10	Lara Tyres (Perambalur)	Industry Expert
11	Mr. Boopathi Rotary Club NGO	Member from Local Society
12	Ms.G.V. Parkavi M.Sc (Maths)	Alumni
13	Ms. S. Thenmozhi M.A (English)	Alumni
14	Ms. R. Deepika	Student
15	Ms. R. Selvi	Parent
16	Dr. V. Karpagam	Assistant Professor & HOD / Physics IQAC Co-ordinator.


IQAC Co-ordinator




Principal
Dr. M. SUBALAKSHMI
PRINCIPAL
SRI SARADHA COLLEGE FOR WOMEN,
SRI SARADHA NAGAR, SIRUVACHUR,
PERAMBALUR - 621 113.

IQAC COMPOSITION MEETING 2019 – 2020

AGENDA

Meeting: 3

Date: 11.07.2019

Time: 10.30 am

Venue: New block (Seminar Hall)

- Discussion about previous meeting
- Introducing IQAC members of the academic year.
- Innovation in teaching and learning process
- Academic calendar 2019 - 2020
- Placement and Training Cells
- Discussion about Institutional scholarship
- Faculty activities and achievements
- Class room Committee meetings
- Department Activities
- Academic and Administrative Audit by IQAC
- Other discussions



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The Internal Quality Assurance Cell meeting for the academic year 2019 – 2020 (ODD SEMESTER) was held on 11.07.2019 at 10.30 a.m. in the New Block Seminar Hall with the following points discussed.

The Principal welcomed the members of IQAC and faculty members for the third meeting. The Principal welcomed the IQAC Coordinator, Hod's, Academic Expert, Industry Expert and all the other members.

The Committee members discussed about:

Discussion about the previous meeting: IQAC coordinator presented the action taken report of the previous meeting. The committee appreciated the efforts of the institution in achieving the targets.

Academic calendar 2019 – 2020: According to the Institution's Academic Calendar for the year 2019 -2020, Skill based technical programmes will be incorporated as scheduled.

Training and Placement Cells: The IQAC insisted that the training and placement cell increase the number of on – campus placement drives by bringing in more reputed organization.

Innovation in Teaching and Learning Process: The committee has instructed all teachers to follow new teaching methodologist to deliver courses for students to improve their learning capabilities and interest.

Introducing IQAC members of the academic year: The Chairperson introduced all of the IQAC members for the academic year 2019 – 2020, as well as the IQAC's primary responsibilities, which include planning and supervising numerous academic activities that are necessary to improve the quality of education provide at our institutions.

Minority and Merit Scholarship: The Chairperson announces about their policy for providing Merit and Minority Scholarship for the next academic year. All the representatives welcomed the decision of the Management.

Faculty activities and achievements: The committee has instructed that professors adopt new teaching approaches when delivering their courses in order to improve students' learning capacities

Class room Committee meetings: The committee has insisted to conduct regular Parent Teachers Meeting.

Academic and Administrative Audit by IQAC: The Committee members insist that all stakeholders maintain complete documentation for the academic & administrative audits that will be conducted by IQAC.



INTERNAL QUALITY ASSURANCE CELL

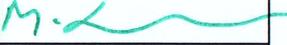
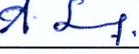
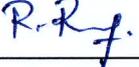
MINUTES OF MEETING

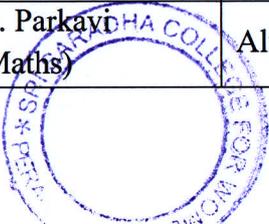
Date: 11.07.2019

Time: 10.30 am

Venue: New block (Seminar Hall)

Member Present for the meeting:

S.NO	MEMBERS	DESIGNATION	POSITION IN IQAC	SIGNATURE
1	Dr. M. Subalakshmi	Principal	Chairperson	
2	Ms. M. Rameshwari	Assistant Professor & HOD / English	Internal Member	
3	Ms. P. Kokila	Assistant Professor & HOD / Tamil	Internal Member	
4	Dr. A.Surya	Assistant Professor & HOD / CS	Internal Member	
5	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry	Internal Member	
6	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics	Internal Member	
7	Dr. M. Bala Subramanian Assistant Professor & Research Advisor Department of Commerce Jamal Mohamed College (Autonomous), Trichy	Academic Expert	External Member	
8	Dr.D. Kalaiselvan Assistant Professor & Head Department of BBA (AM), Srinivasan College of Arts and Science, Perambalur	Academic Expert	External Member	
9	Green Soft (Trichy)	Industry Expert	External Member	
10	Lara Tyres (Perambalur)	Industry Expert	External Member	
11	Mr. Boopathi Rotary Club NGO	Member from Local Society	External Member	
12	Ms.G.V. Parkavi M.Sc (Maths)	Alumni	External Member	





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13	Ms. S. Thenmozhi M.A (English)	Alumni	External Member	<i>S. Thenmozhi</i>
14	Ms. R. Deepika B.Sc (CS)	Student	Internal Member	<i>R. Deepika</i>
15	Ms. R. Selvi	Parent	External Member	<i>R. Selvi</i>
16	Dr. V. Karpagam	Assistant Professor & HOD / Physics	IQAC Co- ordinator	<i>V. K n L</i>



INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Action taken report on the decision taken during the IQAC meeting held on 11.07.2019 is as follows:

Point Discussed	Decision Taken
Academic calendar 2019 – 2020	New technical programme will be introduced in the academic year
The IQAC Coordinator emphasized the need for the training and placement cell to augment the number of on-campus placement drives by additional reputable organization	The training and placement cell is striving to enhance and increase the number of on – campus placement drives were conducted.
Minority and merit scholarship	Policy provided for merit and minority scholarship to the students.
Introducing IQAC members of the academic year	New IQAC Internal Member will be added
Faculty activities and achievements	New teaching approaches will be implementing to the students
Class room Committee meetings	Parent teachers meeting conducted for all the departments
Academic and administrative audit	All the required documents were maintained by the stake holders for the auditing.
The member of the committee demand that all stakeholders keep all documentation for the academic administrative audits that IQAC will conduct	All stake holders have been maintaining all documentation for the academic and administrative audits that occur on a regular basis


IQAC Co-ordinator




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SRI SARADHA NAGAR, SIRUVACHUR,
PERAMBALUR - 621 113.

Ref:SSCW/IQAC/04

07.02.2020

CIRCULAR

A meeting with all the member of the IQAC is on 10.02.2020 (Monday) at 10.30 am in the New block (Seminar Hall). We request the following IQAC representatives to be present in the meeting.

IQAC's Representatives		
S.NO	NAME	DESIGNATION
1	Dr. M. Subalakshmi	Chairperson
2	Ms. M. Rameshwari,	Assistant Professor & HOD / English
3	Ms. P. Kokila	Assistant Professor & HOD / Tamil
4	Dr. A.Surya	Assistant Professor & HOD / CS
5	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry
6	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics
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11	Mr. Boopathi Rotary Club NGO	Member from Local Society
12	Ms. G.V. Parkavi M.Sc (Maths)	Alumni
13	Ms. S. Thenmozhi M.A (English)	Alumni
14	Ms. R. Deepika	Student
15	Ms. R. Selvi	Parent
16	Dr. V. Karpagam	Assistant Professor & HOD / Physics IQAC Co-ordinator.


IQAC Co- Ordinator




Principal

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IQAC COMPOSITION MEETING 2019 – 2020

AGENDA

Meeting: 4

Date: 10.02.2020

Time: 10.30 am

Venue: New block (Seminar Hall)

- Discussion about previous meeting
- Review of academic calendar 2019 -2020 Even Semester
- Placement and Training activities
- Faculty Development programme
- Faculty activities and achievements
- Project work final years
- Value Added Course
- Other discussions



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The Internal Quality Assurance Cell meeting for the academic year 2019 – 2020 (EVEN SEMESTER) was held on 10 .02.2020 at 10.30 a.m. in the New Block Seminar Hall with the following points discussed.

The Principal welcomed the members of IQAC and faculty members for the fourth meeting. The Principal welcomed the IQAC Coordinator, Hod's, Academic Expert, Industry Expert and all the other members.

The Committee members discussed about:

Discussion about the previous meeting: IQAC coordinator presented the action taken report of the previous meeting. The committee appreciated the efforts of the institution in achieving the targets.

Placement and Training activities: The IQAC insisted that the training and placement cell increase the number of on – campus placement drives by bringing in more reputed organization.

Faculty Development Programme: The Committee instructed the HODs to encourage their department faculty members to participate faculty Development Programme through online.

Faculty activities and achievements: The committee has instructed that professors adopt new teaching approaches when delivering their courses in order to improve students' learning capacities.

Project work for final year students: The committee instructed the HOD's to encourage their department students to complete innovative project work.

Value Added Course: The Committee has urged professors to focus more on certificate and add – on course in their disciplines.

Other Discussions: All HODs instructed to collect Covid Vaccination Certificates from both students and faculty members.



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INTERNAL QUALITY ASSURANCE CELL

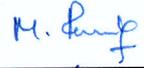
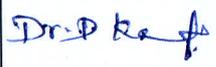
MINUTES OF MEETING

Date: 10 .02.2020

Time: 10.30 am

Venue: New block (Seminar Hall)

Member Present for the meeting:

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1	Dr. M. Subalakshmi	Principal	Chairperson	
2	Ms. M. Rameshwari	Assistant Professor & HOD / English	Internal Member	
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4	Dr. A.Surya	Assistant Professor & HOD / CS	Internal Member	
5	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry	Internal Member	
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14	Ms. R. Deepika B.Sc (CS)	Student	Internal Member	<i>R. Deepika</i>
15	Ms. R. Selvi	Parent	External Member	<i>R. Selvi</i>
16	Dr. V. Karpagam	Assistant Professor & HOD / Physics	IQAC Co- ordinator	<i>V. K. K.</i>



INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Action taken report on the decision taken during the IQAC meeting held on 10.02.2020 is as follows:

Point Discussed	Decision Taken
Faculty and students to attend online class	Faculty members and students attend various webinar class in various topics
The Committee suggested the Faculty and Students to participate in various webinars	Faculty members and Students participated webinars in recent trend topics.
The Committee suggested the Faculty to participate in faculty Development Programme through online	Faculty members participated online in Faculty Development programme through online
Faculty activities and achievements	New teaching approaches will be implemented to the students
Project work for final year students	Final year students completed the project work within the month of March
Value added course	Value added and certificate courses for all the students were conducted in the remaining departments


IQAC Co- Ordinator




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