

Ref: SSCW/IQAC/09

04.06.2022

CIRCULAR

A meeting is scheduled for all the members of the IQAC on 11.06.2022 (Saturday) 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. P. Kokila	Assistant Professor & HOD / Tamil
3	Dr. A.Surya	Assistant Professor & HOD / CS
4	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry
5	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics
6	Dr. K. Sumathi Assistant Professor Department of English Aiman College of Arts and Science for Women Trichy	Academic Expert
7	Dr. G. Srinaganya Assistant Professor Department of Computer Science National College (Autonomous) Trichy	Academic Expert
8	Lakshmi Electronics (Trichy)	Industry Expert
9	Ms. S. Dhivya Hope Skill Development	Industry Expert
10	Mr. Boopathi Rotary Club NGO (Perambalur)	Member from Local Society
11	Dr. P. Pushpa B.Sc. (IT)	Alumni
12	Ms.N. Sarala B.Sc (Chemistry)	Alumni
13	Ms. M.Sivaranjani	Student
14	Mr.J. Murugesan	Parent
15	Ms. M. Rameshwari	Assistant Professor & HOD / English IQAC Co-ordinator.

M. Subalakshmi
IQAC Co-ordinator



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



SRI SARADHA COLLEGE FOR WOMEN

Affiliated to Bharathidasan University, Tiruchirapalli
SRI SARADHA NAGAR, NH-45, SIRUVACHUR, PERAMBALUR – 621 113

IQAC COMPOSITION MEETING 2022 – 2023

AGENDA

Meeting: 9

Date: 11.06.2022

Time: 10.30 am

Venue: New Block (Seminar Hall)

- Discussion about Previous meetings.
- Introducing IQAC members of the academic year.
- Review about the Academic Calendar (2022 -2023)
- NAAC Accreditation Process.
- Conduct Value Added Courses.
- Innovation in Teaching and learning.
- Faculty activities and achievements.
- Students Participation and Achievements
- Placement and Training activities
- Department Activities
- Academic and Administrative by IQAC
- IQAC Activities





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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Date: 11.06.2022

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. P. Kokila	Assistant Professor & HOD / Tamil	Internal Member	
3	Dr. A.Surya	Assistant Professor & HOD / CS	Internal Member	
4	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry	Internal Member	
5	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics	Internal Member	
6	Dr. K. Sumathi Assistant Professor Department of English Aiman College of Arts and Science for Women Trichy	Academic Expert	External Member	
7	Dr. Srinaganya Assistant Professor Department of Computer Science National College (Autonomous) Trichy	Academic Expert	External Member	
8	Lakshmi Electronics (Trichy)	Industry Expert	External Member	
9	Ms. Dhivya Hope Skill Development	Industry Expert	External Member	
10	Mr. Boopathi Rotary Club NGO (Perambalur)	Member from Local Society	External Member	
11	Dr. P. Pushpa B.Sc. (IT)	Alumni	External Member	





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12	Ms.N. Sarala B.Sc (Chemistry)	Alumini	External Member	<i>N. Sarala</i>
13	Ms. M.Sivaranjani	Student	Internal Member	<i>M. Sivaranjani</i>
14	Mr.J. Murugesan	Parent	External Member	<i>Murugesan. J</i>
15	Ms. M. Rameshwari	Assistant Professor & HOD / English	IQAC Co-ordinator	<i>Rameshwari</i>





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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The Internal Quality Assurance Cell meeting for the academic year 2022 – 2023 (ODD SEMESTER) was held on 11.06.2022 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 ninth meeting. The Principal welcomed the IQAC Coordinator, Hod's, Academic Expert, Industrial Expert and all the other members.

The Committee members discussed about:

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

Introducing IQAC members of the academic year: The Chairperson introduced all the IQAC members of the academic year and the IQAC's Primary responsibilities which initiate planning and supervising numerous academic activities that are necessary to improve the quality of education.

Review about academic calendar: According to the institution's academic calendar, all the activities related to the skill based Programmes and Examinations will be scheduled.

NAAC Accreditation Process: All the Hod's are instructed to plan and execute effectively for better grade in NAAC Accreditation.

Value Added Courses: The Committee has urged the Hod's to focus more on Certificate and add on courses in their respective disciplines.

Innovation in Teaching and Learning: The committee instructed the faculty members to adopt innovative techniques in teaching to improve the quality in education.

Faculty achievements and activities: The committee insisted all the faculties to participate effectively in the research activities and publications and also to focus on the certificate courses in their respective disciplines.

Students Participation and Achievements: The Committee directed all the Hod's that all the students should engage effectively in the activities organized by our college and also all





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the other competitions.

Training and Placement: The Committee has planned to organize more number of on campus placement drive by bringing in more reputed organisations.

Department Activities: The Committee instructed all the Hod's to plan for Internship, field trip and all the other activities to promote the student's education.

Academic and Administrative by IQAC: The Committee members insisted that all the Stake holders should maintain the documentation for the academic and administrative audits that will be conducted by the IQAC.

IQAC Activities: IQAC has planned to organize Faculty development programs and Workshop for Students.





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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Action taken report on the decision taken during the IQAC meeting held on 11.06.2022 is as follows:

Point Discussed	Decision Taken
Introducing IQAC members of the academic year	New members were added in the IQAC Committee.
Academic Calendar	As per the academic calendar, odd semester examinations, and the skill development programmes were conducted smoothly.
Innovation in Teaching and Learning	Faculties approached students with new techniques while taking classes to improve students' learning capacities.
Students Participation and Achievements	Students from all the department participated effectively in the Competitions, Seminar and Workshop.
Faculty achievements and activities	Faculties from all the department participated effectively in the faculty development programme.
Training and Placement	Placement drives were done effecting by collaborating with reputed organisations
Academic and administrative audit	All the required documents were maintained by the stake holders for the auditing.


IQAC Co - ordinator




Principal
Dr. M. SUBALAKSHMI
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Ref: SSCW/IQAC/10

02.01.2023

CIRCULAR

A meeting with all the member of the IQAC is on 07.01.2023 (Saturday) at 10.00 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. P. Kokila	Assistant Professor & HOD / Tamil
3	Dr. A.Surya	Assistant Professor & HOD / CS
4	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry
5	Ms. K. Kavitha	Assistant Professor & HOD / Mathematics
6	Dr. K. Sumathi Assistant Professor Department of English Aiman College of Arts and Science for Women Trichy	Academic Expert
7	Dr. Srinaganya Assistant Professor Department of Computer Science National College (Autonomous) Trichy	Academic Expert
8	Green Soft (Trichy)	Industry Expert
9	Ms. Dhivya Hope Skill Development	Industry Expert
10	Mr. Boopathi Rotary Club NGO (Perambalur)	Member from Local Society
11	Dr. P. Pushpa B.Sc. (IT)	Alumni
12	Ms.N. Sarala B.Sc (Chemistry)	Alumni
13	Ms. M.Sivaranjani	Student
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IQAC COMPOSITION MEETING 2022 – 2023

AGENDA

Meeting: 10

Date: 07.01.2023

Time: 10.30 am

Venue: New Block (Seminar Hall)

- Review of previous minutes of meeting (2022 -2023 ODD)
- Research And Development Activities
- Progressing of NAAC Activities
- Graduation - batch 2016 - 2018
- Placement and Training cells
- All Departments Valediction and Farewell
- Faculties and students participating in conference
- IQAC Activities
- Alumni meeting
- Department Activities
- Course exit survey
- NSS Camp





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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

The Internal Quality Assurance Cell meeting for the academic year 2022 – 2023 (EVEN SEMESTER) was held on 07.01.2023 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 tenth meeting. The Principal welcomed the Chairperson, Secretary, IQAC Coordinator, Hod's, Academic Expert, Industry Expert and all the other members.

The Committee members discussed about:

Review of previous minutes of meeting (2022 -2023 ODD): The chairperson reviewed the IQAC Minutes of Meeting for the academic year 2022 – 2023 ODD Semester and also reviewed the action taken report for the above period.

Research and Development Activities: The Committee instructed the HOD's to encourage their department students to participate online research activities. The experts in the industry extended their support to Research and Development Activities.

Progressing of NAAC Work: To review the progress of NAAC Activities of their respective department and submit the criterion wise data and document to the IQAC.

Graduation - batch 2016 – 2018: The Principal insist all the Head of the Departments and all the faculty members about the Graduation day for the academic year 2016 - 2019.

Placement and Training cells: The Principal informed to the IQAC coordinator about the placement of this academic year.

Departments Valediction and Farewell: The Chairperson insists all the Head of the Department and Faculty members about the department valediction and farewell for final year students.

Faculties and Students participating in conference: The HODs were instructed to promote their respective faculties and students to participate effective conferences.





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IQAC Activities: IQAC has planned to organize Faculty development programs and Workshop for Students.

Alumni Meeting: The Committee has decided to organize 15th alumni meeting.

Course exit survey: All Head of the Departments have been instructed to gather the course exit survey.

NSS Camp: The committee observed the NCC to perform more rural social welfare operations.



INTERNAL QUALITY ASSURANCE CELL

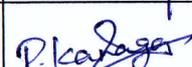
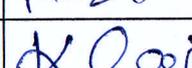
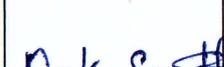
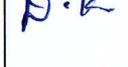
MINUTES OF MEETING

Date: 07.01.2023

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. P. Kokila	Assistant Professor & HOD / Tamil	Internal Member	
3	Dr. A.Surya	Assistant Professor & HOD / CS	Internal Member	
4	Ms. P.Kanagambal	Assistant Professor & HOD / Chemistry	Internal Member	
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13	Ms. M.Sivaranjani	Student	Internal Member	M. Sivaranjani
14	Mr.J. Murugesan	Parent	External Member	Murugesan. J
15	Ms. M. Rameshwari	Assistant Professor & HOD / English	IQAC Co- ordinator	M. Rameshwari



ACTION TAKEN REPORT

Action taken report on the decision taken during the IQAC meeting held on 07.01.2023 is as follows:

Point Discussed	Decision Taken
Research and Development Activities	Students participate various research programs
Progressing of NAAC Activities	In all the departments regular NAAC work will be continued
Graduation - batch 2016 - 2018	Conducted Graduation ceremony for the Academic year 2016 – 2019 on March
Placement and Training cells	The training and placement cell is striving to enhance and increase the number of on – campus placement drives by attracting more reputable firms. As a result, placement drives were conducted and four new companies were included
Departments Vaediction and Farewell	Conducted vaediction and farewell for final year students
Faculties and Students participating in conference	As directed by the HODs, faculty members and students from all departments actively participated in various conferences.
The Committee has decided to conduct fifteenth alumni meeting	The fifteenth alumnus meeting was conducted successfully. It provides a platform for former students to connect, network each other. It can be lead to potential job opportunities, collaborations.
Course exit survey	Departments have been instructed to gather the course exit survey.
NSS Camp	NCC to perform more rural social welfare operations

M. Samp
IQAC Co – ordinator



M. Subalakshmi
Principal
Dr. M. SUBALAKSHMI
PRINCIPAL,
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