

IQAC Composition – 2024-2025

Management	Smt. Sumathi Krishnaprasad
Representative	Secretary and Managing Trustee
Chairman	Dr.R.Parameswari, Principal i/c
Coordinator	Dr.R.Angel Joy, Associate Professor of Mathematics and Head
Members	Dr.M.Kalavathi, Associate Professor of Commerce Dr.P.Geetha, Associate Professor of Economics Dr.C.Pusphalatha, Associate Professor of Commerce Dr.S.Shenbagavalli, Associate Professor of History and Head Dr.S.Shobana, Associate Professor of Computer Science and Head Dr.B.Kavitha, Assistant Professor of Physics Mrs.V.Anitha, Assistant Professor of Chemistry Mrs.P.Kavitha, Librarian Dr.M.Mehar Banu, Assistant Professor of Economics Dr.A.Vadivukarasi, Assistant Professor of English Dr.A.Parveen Banu, Assistant Professor of Mathematics Mrs.P.Mayil, Assistant Professor of Computer Science

Industrial Experts: 1. Mr.Kanagadurai

CEO, Machinery Equipment's and Spare

Multi-Task Management

7/151, Kula Thottam, Malayandi Goundannur

Oralpatti (po), Udumalpet – Ph: 8870204149

2. Dr.Selvakumar Kandasamy

Viveka Sadhana Learning Management System

25/61 Sellakumar Street

Vadugapalayam – pollachi

Ph : 9994446531

External Experts: 1. Dr. T.Parimelazhagan Thangaraj

Professor & Head
Department of Botany,
Bharathiar University,
Tamil Nadu.
email: drparimel@buc.edu.in
+91 8903001973

2. Dr.P.Sujatha

Assistant professor
Kongu Nadu College of Arts and Science (Autonomous)
Coimbatore
Ph:9677479797
email: psujatha_el@kongunaducollege.ac.in

3. Dr.R.Parvathi

Associate Professor and Head Department of Mathematics
Vellalar College for Women (Autonomous)
Erode – 638 012, Tamilnadu,
Ph: 9487323070
India email: paarvathis@rediffmail.com, parvathi@vcw.ac.in

Member – One Senior from Administrative office

Mrs.R.Subathra
Superintendent- Accounts

Student Members: 1. R. Raagavi, Research Scholar, Commerce.

Ph: 6382832941

2. Narmadha, Research Scholar, English.

Ph: 9003345933

Alumni Members: 1. Dr.Indira Gopal

Director
GK HR Consulting India Private Ltd
79,2nd Floor , I main road Opp. Smart Bazzar
Santrupthi Nagar,JP nagar 7th Phase,
Arekere – Bangalore- Karnataka - 560078
Ph:_ 093199 77240, email: gopal@gkhrconsulting.com

2. Dr.S.Birundha,

Assistant Professor
Department of Commerce with Business Analytics
PSG College of Arts & Science - Coimbatore-641014
Ph: 99523 23670, email:birundha.sv@gmail.com

Minutes of IQAC Meeting - 1

6th June 2024

Agenda

1. Duty List for the Academic Year 2024 - 2025
2. Orientation Programme for the Students
3. Review of workload and Time Table.
4. Review of AAA Report.
5. Action plan for the AY 2024 - 2025 and Action Taken Report for AY 2023 - 2024
6. Preparation for the NAAC PIV.

Minutes of the Meetings:

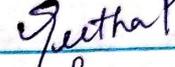
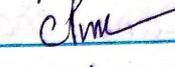
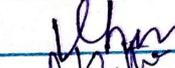
The following matters were discussed

1. Convenors and members for various clubs and committees is allotted for the academic year 2024 - 2025
2. Students Induction Programme was decided to organize from 01.07.2024 to 08.07.2024
3. Workload and Timetable is collected from all the departments and verified for the even distribution.
4. The recommendations of the Academic and Administrative Audit reports were reviewed in the Council meeting.
5. Action Plan for the Academic Year 2024 - 2025 and Action Taken Report for the Academic Year 2023 - 2024 was collected from all departments and clubs.
6. IQAC charted out a plan of action for NAAC PIV and to conduct pre preparation meeting.

R. Angel Joy
IQAC Co-ordinator

R. Rajameswari
Principal i/c

Members:

- | | |
|-------------------------|---|
| 1. DR. M. Kalavathi |  |
| 2. DR. P. Geetha |  |
| 3. DR. C. Puspakalatha |  |
| 4. DR. S. Shembagavalli | S. Shembagavalli |
| 5. DR. S. Shobana | S. Shobana |
| 6. DR. B. Kavitha | B. Kavitha |
| 7. Mrs. V. Anitha |  |
| 8. Mrs. P. Kavitha |  |
| 9. DR. M. Mehar Bame | M. Mehar Bame |
| 10. DR. A. Vadivukarasi | Vadivukarasi |
| 11. DR. A. Parveen Bame | A. Parveen |
| 12. Mrs. P. Mayel | P. Mayel |

Action Taken for IQAC meeting

1. Student Induction Programme was conducted from 01.07.2024 to 08.07.2024 for the 1st year students.
2. Convenors and members for various clubs and committees are allotted for the academic year 2024 - 2025.

R. Angel Joy
IQAC Coordinator

Minutes of IQAC Meeting - 2

22nd July 2024

Agenda

1. Mentor - Mentee.
2. Files to be maintained.
3. CO & PO attainment Computation.
4. Orientation on LMS CAMU
5. Project Proposal.
6. Mock Visit

Minutes of the meeting

The following points were discussed

1. Instructions regarding allotment of mentor (faculty) to the mentees (students) was given to the department and informed to send the list to IQAC.
2. Discussed about the list of files to be maintained in the departments, club, committees, & IQAC and finalized.
3. The Faculty members were asked to compute the attainment of Course Outcome (CO's) for the previous semester. Courses and Programme Outcomes (PO's) for the 2021 - 2024 UG Batch and 2022 - 2024 PG Batch.
4. Instructed the CAMU co-ordinator to conduct the orientation to new faculty members and students.
5. The faculty members were instructed to prepare Project Proposals to apply for various State / Central Government funds.
6. Planned to conduct Mock Visit in the month of August.

R. Angel Roy
IQAC co-ordinator

R. Parameswari
Principal i/c

Members

- | | |
|-------------------------|------------------|
| 1. Dr. M. Kalavathi | Kalavathi |
| 2. Dr. P. Geetha | Geetha P |
| 3. Dr. C. Pushpalatha | C. Pushpalatha |
| 4. Dr. S. Shenbagavalli | S. Shenbagavalli |
| 5. Dr. S. Shobana | S. Shobana |
| 6. Dr. B. Kavitha | B. Kavitha |
| 7. Mrs. V. Anitha | V. Anitha |
| 8. Mrs. P. Kavitha | P. Kavitha |
| 9. Dr. M. Mehar Banu | M. Mehar Banu |
| 10. Dr. A. Vadivukarasi | Vadivukarasi |
| 11. Dr. A. Parveen Banu | A. Parveen Banu |
| 12. Mrs. P. Mayil | P. Mayil |

Action Taken for IQAC Meeting

- 1) IQAC collected the department mentor and mentees list.
- 2) CAMU co-ordinators conducted the orientation programme for new faculty members on 24/8/2024 and for students on 03/07/2024

R. Angel Joy
IQAC coordinator

Minutes of IQAC Meeting - 3

5th August 2024

Agenda

1. Preparation of Teaching materials using ICT tools.
2. Enhancement on OBE framework and attainment level.
3. Mentor Mentee Meetings.
4. Research Activities.
5. NAAC PIV Preparation.
6. Placement cell activities.
7. Faculty Induction Programme.
8. Alumni meeting.

Minutes of meeting

The following points were discussed

1. Instructed the faculty to use ICT tools for teaching.
2. The Chairman of the Board of Studies was instructed to analyse the Computed Course Outcome and Programme Outcomes and to take necessary action regarding this.
3. The faculties were directed to conduct mentor-mentee meetings whenever necessary and after the First CIA test.
4. All research departments were directed to conduct doctoral committee meetings as per the rules of Parent University & ensure the progress of the research Scholars, also to ensure all non doctorates to register for PhD.
5. Decided to conduct mock visit on 10.08.2024
6. Directed the Placement cell to conduct regress programmes to upskill the students ability.
7. Instructed the faculty Development cell to Organise Faculty Induction Programme.

8. Decided to conduct Alumni meeting during the last week of August.

R. Angel Joy
IQAC Co-ordinator

R. Parameswari
Principal I/c

Members

1. Dr. M. Kalavathi.

2. Dr. P. Geetha.

3. Dr. C. Pushpalatha.

4. Dr. S. Shenbagavalli.

5. Dr. S. Shobana.

6. Dr. B. Kavitha.

7. Mrs. V. Anitha.

8. Mrs. P. Kavitha.

9. Dr. M. Mehar Banu.

10. Dr. A. Vadivekarasi.

11. Dr. A. Parveen Banu.

12. Mrs. P. Mayil.

Kalavathi
Geetha P
Chm

S. Shenbagavalli
S. Shobana

B. Kavitha
Anitha
Kavitha

M. Meharbanu
Vadivekarasi

A. Parveen

P. Mayil.

Action Taken for IQAC Meeting

- 1) IQAC conducted the 1st mock visit on 10/08/24
- 2) Faculty Development Cell organized Faculty Induction programme on 21/08/24.
- 3) Alumni meeting was conducted on 25/8/2024.

R. Angel Joy
IQAC coordinator

Minutes of IQAC Meetings - 4

6th September 2024

Agenda

1. Feedback Report Submission.
2. Improve Learner - Centric Environment.
3. PTA Meetings.
4. NAAC PIV Schedule.

Minutes of the Meetings:

The following matters were discussed

1. Program Exit survey report finalized and submitted.
2. Initiatives taken to enhance experiential and Participative teaching and Learning.
3. Instructed the Departments to conduct Parents, teachers meeting of the Parents of needy students.
4. Received the Information about the NAAC PIV Schedule for the College as 24th & 25th September 2024. Planned to conduct a Mock visit during the second week of September.

R. Angel Joy
IQAC Co-ordinator

R. Saramaswari
Principal i/c

Members:

1. Dr. M. Kalavathi
2. Dr. P. Geetha
3. Dr. C. Puspabatha
4. Dr. S. Shenbagavalli

Kalavathi
Geetha P
C. M
S. Shenbagavalli

- | | |
|-------------------------|-----------------|
| 5. Dr. S. Shobana | S. Shobana |
| 6. Dr. B. Kavitha | B. Kavitha |
| 7. Mrs. V. Anitha | ML
V. Anitha |
| 8. Mrs. P. Kavitha | M. Maheshwar |
| 9. Dr. M. Mehar Banu | V. Anitha |
| 10. Dr. d. Vadivukarasi | A. Ganga |
| 11. Dr. d. Parveen Banu | P. Mary |
| 12. Mrs. P. Mayel | |

Action Taken for TANC Meeting

- 1) Students feedback collected from the report of Programme exit survey.
- 2) Parents Teachers Meeting conducted in all Departments.
- 3) Preparation started for PTV.

R. Angel Joy
TANC Co-ordinator

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IQAC MEETING - 5

Minutes of the Mock NAAC Visit

Date: 14.09.2024

Time: 9.00 am

Agenda:

Visit to assess the preparedness for NAAC Peer Team Visit.

Minutes:

1. Principal Presentation
2. IQAC Presentation
3. Dept. Presentation
 - a) Board Room - Eng, Commerce stream, Eco, His, Tamil
 - b) Gallery Room - Maths & Computer Sci. stream
 - c) Conference Hall 2 - Phy, Chemistry & Zoology
4. Visit to Departments - History, Physics, Chemistry, Zoology
5. Visit to CoE, Library, Labs, Office, Indoor Stadium.
6. Interaction with Students.

Feed Back & Recommendations

- (i) appreciated the IQAC team and suggested to add few more images in Principal PPT
- (ii) Validated the operational efficiency of the administrative office and suggested that name boards be installed for each cabin in the office.
- (iii) Recognised Management commitment to sports and Physical Education.

(iv) Suggested that each department display be accompanied by a name board, help evaluators to easily identify the displays and understand the context of the achievements and projects showcased.

The mock NAAC Peer Team Visit was a productive exercise, helping the college identify its strengths and areas that need further development.

The Institution is now better equipped to face the official NAAC visit.

R. Angel Joy
IQAC Co-ordinator

R. Parameswari
Principal

Prof. V. Rymend Uthariaraj

V. Rymend Uthariaraj

Dr. (Mrs) S. J. Kala

S. J. Kala

Dr. Angeline Vechha

Dr. Angeline Vechha

Members:

- | | |
|---------------------------|---------------------------|
| 1. Dr. M. Kalarathi | 7. Mrs. V. Anitha ML |
| 2. Dr. P. Geetha | 8. Mrs. P. Kantha |
| 3. Dr. C. Pushpalatha Chm | 9. Dr. H. Mehar Banu |
| 4. Dr. S. Shenbagavalli | 10. Dr. J. Vaduvakarasi |
| 5. Dr. S. Shobana | 11. Dr. A. Parveen Banu |
| 6. Dr. B. Kantha | 12. Mrs. P. Mayil P. Moy. |

Mock Peer Team Visit Members.

1. Professor. v. Rhymend Uthariaraj,
Former Secretary - TNFA
Director - RCC, Anna University
Chennai.
2. Dr. Angeline Vedha
Director - IQTC
Bishop Heber College
Tiruchetrappalli
3. Dr. S. J. Kala
Dean of Research
Fatima College
Madurai

Date: 23.9.2024

Time: 9.00 am

Agenda:

NAAC PEER Team Visit

Minutes of the Meeting:

NAAC PEER Team visit for the fifth cycle is scheduled on 24th & 25th September 2024. The following are the NAAC PEER Team members,

Chairman : Prof. Rajendra Kumar Sharma
Vice Chancellor
JAYPEE University of Information
Waknaghat Technology
Solun, Himachal Pradesh

Member Coordinator : Prof. Laxmi Narayan Koli
Dayalbagh Educational Institute
Agra, Uttar Pradesh.

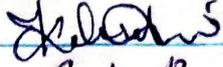
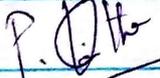
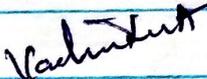
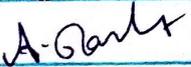
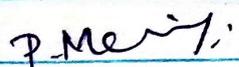
Member : Dr. Anuradha Kishor Ranade
Principal
DSPMS Kupendharkar College
of Arts Science Commerce
Maharashtra

It is assured by the IQAC team members that all the arrangements and necessary documents are ready for NAAC peer team visit.

R. Angel Joy
IQAC Co-ordinator

R. Parameswarani
Principal i/c

Members :

1. Dr. M. Kalavathi 
2. Dr. P. Geetha 
3. Dr. C. Pushpalatha 
4. Dr. S. Shembaga valli 
5. Dr. S. Shobana 
6. Dr. B. Kavitha 
7. Mrs. V. Anitha - ML
8. Mrs. P. Kavitha 
9. Dr. M. Mehar Banu
10. Dr. A. Vadivukazasi 
11. Dr. A. Parveen Banu 
12. Mrs. P. Mayil. 

IQAC MEETING -7

Date : 3.10.2024

Time : 2.15 P.M

Agenda :

Discussion on NAAC-V cycle result.

Minutes of the Meeting :

(i) The meeting commenced with Dr. Angel Joy, the IQAC Convenor, welcoming all attendees. She expressed her sincere thanks for the entire IQAC team for their dedicated work during the NAAC fifth cycle and also during the on-site peer team visit.

(ii) The Convenor then discussed and analysed the fifth cycle NAAC results criterion wise. Further the ways and means were discussed to overcome the shortcomings and sustaining quality in excellence.

(iii) The discussion then shifted to the upcoming IQAC activities, including the planning and the execution of workshops, Seminars and Continuous initiatives for excellence of institution.

R. Angel Joy
IQAC Co-ordinator

R. Ramesh Kumar
Principal i/c

Members :

1. Dr. M. Kalavathi *M. Kalavathi*
2. Dr. P. Greetha *P. Greetha*
3. Dr. C. Pushpalatha *C. Pushpalatha*
4. Dr. S. Shenbagavalli *S. Shenbagavalli*
5. Dr. S. Shobana *S. Shobana*
6. Dr. B. Kavitha *B. Kavitha*
7. Mrs. V. Anitha - *ML*
8. Mrs. P. Kavitha *P. Kavitha*
9. Dr. M. Mehar Banu
10. Dr. A. Vadivukarasi *Vadivukarasi*
11. Dr. A. Parveen Banu *A. Parveen*
12. Mrs. P. Mayil. *P. Mayil.*