



# **SRI G.V.G. VISALAKSHI COLLEGE FOR WOMEN**

**Udumalpet – 642 128, Tamil Nadu**

**Autonomous and Affiliated to Bharathiar University**

**Accredited at  $\mathcal{A}^+$  Grade by NAAC | DBT Star College with Star Status**

**An ISO 9001:2015 Certified Institution**

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**IQAC MINUTES – 2019-2020**



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## Composition of IQAC

Chair person	Mrs.S.Kalaiselvi Principal In- charge
Co-ordinator	Dr.M.Kalavathi Associate Professor in Commerce
	1.Dr.R.Angel Joy Associate Professor in Mathematics 2. Dr.D.Sujatha Associate Professor & Head Department of English 3.Mrs.B.Umamaheswari Associate Professor & Head Department of B.B.A(CA) 4.Mrs.S.Shobana Associate Professor & Head Department of Computer Science 5.Mrs.M.Devipriya Assistant Professor & Head Department of B.Com (e-Commerce) 6.Dr.(Mrs.)J.Bhuvaneshwari Assistant Professor of chemistry 7.Mrs.C.Sripriya Assistant Professor in Economics 8.Dr.C.Brindhadevi Assistant Professor in Commerce 9.Dr.A.Vadivukarasi Assistant Professor in English
Management Representative	Mr.G.Raveendran Secretary
Stakeholders or Industrialist	Mr.A.Gowri Shankar Executive Director AdroIT Technologies Coimbatore
External Experts	1.Dr.N.Ponpandian Professor and Head of Nanoscience & Technology Bharathiar University, Coimbatore.Tel. +91 (0) 422 24 28 421 e-mail: <a href="mailto:ponpandian@buc.edu.in">ponpandian@buc.edu.in</a> 2. Dr Pawlin Vasanthi Joseph Associate Professor & Head & IQAC Co-ordinator Nirmala College for Women, Coimbatore.



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## Minutes of the IQAC Meeting - I

03.07.2019 at 1.30pm.

### AGENDA:

1. Collection of data from Clubs and Departments
2. Arrangement of Meeting hours for IQAC members
3. Preparation and Allotment of Duty List.
4. Updation of data in CAMU
5. Consultancy for other institutions
6. An Extra-ordinary Meeting Planning.
7. Preparation of SOP

### MEMBERS WHO ATTENDED THE MEETING:

Dr. M. Kalavathi  
Associate Professor in Commerce  
IQAC Co-ordinator

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry

Mrs. C. SriPriya  
Assistant Professor in Economics

Dr. C. Brindha Devi  
Assistant Professor in Commerce

Dr. A. Vadinukarasi  
Assistant Professor in English

Mrs. B. Uma Maheswari  
Assistant Professor and HOD of BBA(CA)



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Mrs. S. Shobana

Assistant Professor and HOD of Computer Science

Mrs. M. Devi priya

Assistant Professor and HOD of B.Com. & Com

## Minutes of the Meeting :

The members of the IQAC met on 03.07.2019 in the IQAC Room at 1.30 pm to discuss the matters stated in the Agenda.

## FOLLOWING MATTERS WERE RESOLVED IN THE MEETING:

- \* To collect the Action Plans, Budgets, Work load and Timetables for the academic year 2019-2020.
- \* IQAC Team to meet for discussion on all 2 day orders.
- \* Duty List was prepared - SOP for clubs, Action Plan for IQAC, AQAR soft and hard copies filing, Admission and Filing, Ranklist, CAMU updation, Website updation, Self-appraisal and students feedback, Peer-Team audit, Feedback, Academic Audit, Proposals and Minutes.
- \* Updation of Department Data and profiles of Faculty to be constantly monitored.
- \* Updation of CAMU - class arrangement, attendance, marks, assignment to be checked.
- \* Consultancy for IQAC members from other institutions was discussed and planned.
- \* The planning and arrangements to be made for an Extraordinary Meeting was



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discussed.

\* It was decided to send E-mails with Templates to the Departments and club Convenors for Data collection.

\* The SOP was discussed and decided to be finalized.

*S. Kalaiselvi*  
IQAC coordinator

*S. Kalaiselvi*  
Principal i/c

## Members

1. Dr - R. Angel Joy

*R. Angel Joy*

2. Dr. D. Sujatha

*D. Sujatha*

3. Dr - J. Bhuvaneshwari

*J. Bhuvaneshwari*

4. Mrs. C. SriPriya

*C. SriPriya*

5. Dr. C. Brindha Devi

*C. Brindha Devi*

6. Dr - A. Vadivukarasi

*A. Vadivukarasi*

7. Mrs. B. Uma Maheswari

*B. Uma Maheswari*

8. Mrs. S. Shobana

*S. Shobana*

9. Mrs - M. Devi priya

*M. Devi priya*

*M.D.P.*



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## Minutes of the IQAC Meeting - 2. 14<sup>th</sup> August 2019 at 1.30. pm

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. Feedback on Consultancy provided
2. NAAC Meeting on 16.08.2019
3. Receipt of Data from Departments - AQAR
4. CAMU updation Report
5. Peer Evaluation for Fresh Faculty.
6. Discussion regarding proposal submission for 'PARAMARSH'

### MEMBERS PRESENT:

Dr. M. Kalavathi

Associate Professor in Commerce  
IQAC Co-ordinator

Dr. R. Angel Joy

Associate Professor in Mathematics

Dr. D. Sujatha

Associate Professor in English

Dr. J. Bhuvaneshwari

Assistant Professor in Chemistry

Mrs. C. Sripriya

Assistant Professor in Economics

Dr. C. Brindha Devi

Assistant Professor in Commerce

Dr. A. Vadivekarasi

Assistant Professor in English

Mrs. B. Uma Maheswari

Assistant Professor and HOD of BBA(CA)

Mrs. S. Shobana

Assistant Professor and HOD of Computer Science



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Mrs. M. Devi Priya  
Assistant Professor and HOD of B.Com.E.Com

## MINUTES OF THE MEETING:

The members of the IQAC met on 14.8.19 in the IQAC Room at 1.30 pm in the IQAC Room to discuss the matters stated in the Agenda:

## FOLLOWING MATTERS WERE RESOLVED IN THE MEETING:

- \* The consultancy provided to the members of IQAC from Government Arts College, Karur and Vellalar College for Women Erode was subject to discussion, and their drawbacks and advantages were analysed.
- \* The arrangements for the post-NAAC mandate Meeting on 16.08-19 were perused.
- \* The Receipt of Data received from the Departments and clubs were verified and filed.
- \* The report of updation of CAMU was submitted to the Principal and reported to the Departments.
- \* Peer Evaluation of Fresh Faculty was planned and was subject to concurrence from Principal.
- \* Detailed discussion of submitting the application for 'PARAMARSH' scheme was conducted

*S. Kalaiselvi*  
IQAC co-ordinator

*S. Kalaiselvi*  
Principal i/c



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## Members:

1. Dr. R. Angel Joy

R. Angel Joy

2. Dr. D. Sujatha

D. Sujatha

3. Dr. J. Bhuvanewari

J. Bhuvanewari

4. Mrs. C. Sripriya

C. Sripriya

5. Dr. C. Brindha Devi

C. Brindha Devi

6. Dr. A. Vadivukarasi

A. Vadivukarasi

7. Mrs. B. Uma Maheswari

B. Uma Maheswari

8. Mrs. S. Shobana

S. Shobana

9. Mrs. M. Denipriya

M. Denipriya





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## Minutes of the IQAC Meeting - 3 19<sup>th</sup> September 2019

READING OF THE MINUTES OF THE PREVIOUS MEETING:  
AGENDA:

1. Plan for Course Exit Survey
2. Feed back from stakeholders
3. AQAR updation
4. Entry of Internal Marks in CAMU
5. Procedure for course Attainment.
6. Implementation of 'PARAMARSH' scheme.

MEMBERS PRESENT:

Dr. M. Kalavathi

Associate Professor in Commerce  
IQAC Convenor

Dr. R. Angel Joy

Associate Professor in Mathematics

Dr. D. Sujatha

Associate Professor in English

Dr. J. Bhuvaneshwari

Assistant Professor in Chemistry

Mrs. C. Sripriya

Assistant Professor in Economics

Dr. C. Brindha Devi

Assistant Professor in Commerce

Dr. A. Vadivukarasi

Assistant Professor in English

Mrs. B. Uma Maheswari

Assistant Professor and HOD of BBACA

Mrs. S. Shobana

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## Minutes of the Meeting:

The members of the IQAC met on 19.09.19 in the IQAC Room at 1.30 pm. The following were the matters of discussion:

- \* Course Exit Survey for all courses was planned and timings to be sent to the Departments.
- \* Feed back from stake holders for syllabus was to be received and the same to be instructed to the Departments faculty by H<sup>e</sup>
- \* The data collected for AQAR updation was discussed.
- \* Entry of internal Marks in CAMU, including components was reminded to departments.
- \* The procedure for Course Attainment in CAMU has to be instructed to the Faculty and CAMU co-ordinator has to initiate the process.
- \* The 'PARAMARSH' application was approved and a sum of rupees. 29 lakhs and ninety eight thousand was sanctioned and the same was intimated to the members.

*Kalavathi*  
IQAC Coordinator

*S. Kalaiselvi*  
Principal i/c

### Members:

1. Dr. R. Angel Joy
2. Dr. D. Sujatha
3. Dr. J. Bhuvaneshwari
4. Mrs. C. Sripriya
5. Dr. C. Brindha Devi
6. Dr. A. Vadivikarasi

*R. Angel Joy*  
Syllabus

*Dr. J. Bhuvaneshwari*  
Coordinator  
*Dr. C. Brindha Devi*  
Vadivikarasi



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7. Mrs. B. Uma Maheswari

8. Mrs. S. Shobana

9. Mrs. M. DeviPriya

*Handwritten signatures:*  
B. Uma Maheswari  
S. Shobana  
M. DeviPriya



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## Minutes of the IQAC Meeting-4 16<sup>th</sup> October 2019

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. Execution of Course Exit Survey
2. Preparation of Computer Lab Allotment
3. Completion of Course attainment

### MEMBERS PRESENT:

Dr. M. Kalavathi  
Associate Professor in Commerce, IQAC Convenor

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneswari  
Assistant Professor in Chemistry

Mrs. C. Sripriya  
Assistant Professor in Economics

Dr. C. Brindha Devi  
Assistant Professor in Commerce

Dr. A. Vadivukarasi  
Assistant Professor in English

Mrs. B. Uma Maheswari  
Assistant Professor and Head of BBACA

Mrs. S. Shobana  
Assistant Professor and HOD of Computer Science

Mrs. M. Devipriya  
Assistant Professor and HOD of B.Com. E.Com.

### Minutes of the Meeting:

The members of the IQAC met on Oct, 16, in the IQAC Room at 1.30pm. The following were discussed:

- \* The process of execution of Course Exit Survey was discussed and the survey reports



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were collected.

- \* The computer lab Allotment was discussed, number of hours and time was finalised.
- \* The execution of course attainment was reviewed and it was decided to plan for the data to be uploaded earlier in the forthcoming semesters.

*Kalaiselvi*  
ICAC Coordinator

*S. Kalaiselvi*  
Principal/c

Members:

1. Dr. Angel Joy
2. Dr. D. Sujatha
3. Dr. J. Bhuvaneshwari
4. Mrs. C. Sripraja
5. Dr. C. Brindha Devi
6. Dr. A. Vadveikarasi
7. Mrs. B. Uma Maheswari
8. Mrs. S. Shobana
9. Mrs. M. Devi priya.

*R. Angel Joy*  
*D. Sujatha*  
*J. Bhuvaneshwari*  
*C. Sripraja*  
*C. Brindha Devi*  
*A. Vadveikarasi*  
*B. Uma Maheswari*  
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*M. Devi priya*



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## Minutes of IQAC Meeting-5

2<sup>nd</sup> December 2019

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. To receive workload and timetable from all Departments
2. To conduct Peer Team Visit

### MEMBERS PRESENT:

Dr. M. Kalavathi  
Associate Professor in Commerce, IQAC Convenor

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry

Mrs. C. Sripriya  
Assistant Professor in Economics

Dr. C. Brindha Devi  
Assistant Professor in Commerce

Dr. A. Vadivukarasi  
Assistant Professor in English

Mrs. B. Uma Maheswari  
Assistant Professor and HOD of BBACA

Mrs. S. Shobana  
Assistant Professor and HOD of Computer Science

Mrs. M. Devipriya  
Assistant Professor and HOD of B.Com. & Com.

### Minutes of the Meeting:

The members of the IQAC met on in the IQAC Room at 1.30 pm. The following were discussed:

- \* Soft copies and hard copies of workload



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and timetable was received and the workload of the faculty was discussed.

\* Peer Team Visit was planned and the portfolio for the same was discussed.

*Kalaiselvi*  
IQAC coordinator

*S. Kalaiselvi*  
Principal i/c

Members

1. Dr. Angel Joy
2. Dr. D. Sujatha
3. Dr. J. Bhuvaneshwari
4. Mrs. C. Sri priya
5. Dr. C. Brindha Devi
6. Dr. A. Vadivukarasi
7. Mrs. B. Uma Maheswari
8. Mrs. S. Shobana
9. Mrs. M. Devi priya.

*R. Angel Joy*  
*D. Sujatha*  
*J. Bhuvaneshwari*  
*C. Sri priya*  
*C. Brindha Devi*  
*A. Vadivukarasi*  
*B. Uma Maheswari*  
*S. Shobana*  
*M. Devi priya*



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## Minutes of IQAC Meeting - 6

4 January, 2020.

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. To organize criterion wise meeting with faculty for AQAR preparation
2. To instruct faculty to update CAMU and upload I CIA Question papers.
3. To instruct on documentation for ISO auditing
4. To plan for portfolio for Paramarsh scheme Inauguration.

### Members Present:

Dr. M. Kalavathi

Associate Professor in Commerce, IQAC convenor

Dr. R. Angel Joy

Associate Professor in Mathematics

Dr. D. Sujatha

Associate Professor in English

Dr. J. Bhuvanewari

Assistant Professor in Chemistry

Mrs. C. Sripriya

Assistant Professor in Economics

Dr. C. Brindha Devi

Assistant Professor in Commerce

Dr. A. Vadivukarasi

Assistant Professor in English

Mrs. B. Uma Maheswari

Assistant Professor and HoD of BBACA

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Assistant Professor and HoD of Computer Science

Mrs. M. Devipriya

Assistant Professor and HoD of B.Com. E.Com.





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## Minutes of the Meeting:

The members of the IQAC met on the 4<sup>th</sup> of January at 11 am in the IQAC room. The following were discussed:

- \* The criterion incharges have to conduct a meeting with the Department incharges and clarify the data and doubts in AQAR preparation
- \* A mail was sent to the departments regarding updation of CAMU and uploading of I CIA Question Papers.
- \* Instruction regarding ISO auditing and documentation procedures were discussed.
- \* The portfolio for the inauguration of Paramarsh Scheme was prepared.

Kulanthi  
IQAC Co-ordinator

S. Kalaiselvi  
Principal

### Members

1. Dr. Angel Joy
2. Dr. D. Sujatha
3. Dr. J. Bhuvaneshwari
4. Mrs. C. Sripraja
5. Dr. C. Brindha Devi
6. Dr. A. Vadivukarasi
7. Mrs. B. Uma Maheswari
8. Mrs. S. Shobana
9. Mrs. M. Devipriya

2. Angel Joy

D. Sujatha

J. Bhuvaneshwari

C. Sripraja

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Dr. A. Vadivukarasi

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M. Devipriya



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## Minutes of IQAC Meeting-7

February 5, 2020.

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. To verify AQAR data and supporting documents
2. To submit AQAR for the perusal of IQAC co-ordinator
3. To upload Internal Assessment Marks in CAMU
- A. To organize the Inauguration of Paramarsh scheme on 25.2.2020.

### MEMBERS PRESENT :

- Dr. M. Kalavathi  
Associate Professor in Commerce, IQAC Convener
- Dr. R. Angel Joy  
Associate Professor in Mathematics
- Dr. D. Sujatha  
Associate Professor in English
- Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry
- Mrs. C. Sriprija  
Assistant Professor in Economics
- Dr. C. Brindha Devi  
Assistant Professor in Commerce
- Dr. A. Vadivukarasi  
Assistant Professor in English
- Mrs. B. Uma Maheswari  
Assistant Professor and HOD of BBA CA
- Mrs. S. Shobana  
Assistant Professor and HOD of Computer Science
- Mrs. M. Devi Priya  
Assistant Professor and HOD of B.Com. E.Com.



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## Minutes of the Meeting :

- \* The members discussed about the collection of AQAR data, the supporting documents, format and doubts were cleared.
- \* It was decided to submit the finalized AQAR to the IQAC convenor's perusal in the third week of the month.
- \* The uploading of internal marks <sup>in CAMU</sup> was discussed.
- \* The event management and organization of the Inauguration of Paramarsh Scheme of UGC was planned, after approval from the Mentee colleges, and date was fixed on 25.02.2020.

Kalishni  
IQAC co-ordinator

S. Kalaiselvi  
Principal

### Members

Dr. R. Angel Joy

R. Angel Joy

Dr. D. Sujatha

D. Sujatha

Dr. J. Bhuvaneshwari

J. Bhuvaneshwari

Mrs. C. Sri Priya

C. Sri Priya

Dr. C. Brindha Devi

Brindha Devi

Dr. A. Vadivukarasi

Vadivukarasi

Mrs. B. Uma Maheswari

Uma Maheswari

Mrs. S. Shobana

S. Shobana

Mrs. M. Devi Priya

M. Devi Priya



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## Minutes of IQAC Meeting - 8

March 2, 2020.

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. To submit AQAR for the perusal of the Principal before uploading.
2. To arrange for the pre-academic and administrative audit.
3. To plan for Course Exit survey and Program Exit Survey
4. To finalize IQAC Newsletter
5. To forward the new format of AQAR to the departments.
6. To plan for the Annual meeting of IQAC.

### MEMBERS PRESENT :

Dr. N. Kalavathi  
Associate Professor in Commerce, IQAC Convener

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry

Mrs. C. Sripreya  
Assistant Professor in Economics

Dr. C. Brindha Devi  
Assistant Professor in Commerce

Dr. A. Vadivukarasi  
Assistant Professor in English

Mrs. B. Uma Maheswari  
Assistant Professor and HOD of BBA CA



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Mrs. S. Shobana  
Assistant Professor and HOD of Computer Science

Mrs. M. Devipriya  
Assistant Professor and HOD of B.Com. & Com.

## Minutes of the Meeting:

- \* The preparation and format of AQAR uploading was discussed and it was decided to submit the AQAR for the perusal of the Principal.
- \* It was decided to upload the AQAR <sup>(2018-2019)</sup> on the website before 15.02.2020.
- \* The timing and instructions to be given to the students and faculty for the course Exit survey and Program Exit survey was discussed.
- \* The data required for the Newsletter was planned to be received by mail from the Departments.
- \* After uploading the AQAR of the academic year 2018-2019, the new format of AQAR was planned to be sent to the Department mail ID's.
- \* An annual meeting of IQAC, which had to be conducted <sup>for the academic year 2019-2020</sup>, was discussed upon, and after discussion with the Principal, the other details were to be finalized.

*S. Kalaiselvi*  
IQAC Coordinator

*S. Kalaiselvi*  
Principal



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Members.

Dr. R. Angel Joy

Dr. D. Sujatha

Dr. J. Bhuvaneshwari

Mrs. C. Sripriya

Dr. C. Brindha Devi

Dr. A. Vadivikarasi

Mrs. B. Uma Maheswari

Mrs. S. Shobana

Mrs. M. Devipriya

R. Angel Joy

D. Sujatha

J. Bhuvaneshwari

C. Sripriya

C. Brindha Devi

A. Vadivikarasi

B. Uma Maheswari

S. Shobana

M. Devipriya



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## Minutes of the IQAC Meeting - 9 2nd April, 2020.

READING OF THE MINUTES OF THE PREVIOUS MEETING:

### AGENDA:

1. To address the mental health and psychosocial concerns of the students
2. To initiate regular mentoring online
3. To acquire feedbacks online
4. To discuss about the <sup>issues in</sup> conducting examinations online
5. To organize webinars
6. To encourage faculty to participate in webinars, FDP and training programs.

### MEMBERS PRESENT:

Dr. M. Kalarathi  
Associate Professor in Commerce, IQAC Convenor

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry

Mrs. C. Sujpriya  
Assistant Professor in Economics

Dr. C. Brendha Devi  
Assistant Professor in Commerce

Dr. A. Vadivikarasi  
Assistant Professor in English

Mrs. B. Uma Maheswari  
Assistant Professor and HOD of BBA CA

Mrs. S. Shobana  
Assistant Professor and HOD of Computer Science



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Mrs. M. Devi Prinja  
Assistant Professor and HOD of B.Com. & Com.

## Minutes of the Meeting:

The Principal, members of the IQAC, and all the Heads of the Departments and Faculty met online in Cisco Webex app, at 2.30 pm on the 2nd of April 2020. The following were discussed:

- \* The faculty and class incharges were instructed to provide incessant mentoring to the students and address the mental health and psychosocial issues.
- \* Webinars and classes, also tests were encouraged to be conducted online.
- \* Feedbacks from students, parents and stakeholders were also could be acquired online.
- \* Conducting II CIA exams and End semester exams was discussed. The difficulties in online Tests, mark allotment was subject to discussion and it was decided to have online Test in CAMU for I CIA.
- \* The IQAC planned to conduct a webinar series and also, the Departments were encouraged to conduct online webinars.
- \* Faculty were encouraged to participate in FDP's, Webinars, Training Programmes in the COVID period.

*M. Kalaiselvi*  
IQAC Convener

*S. Kalaiselvi*  
Principal





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## Members :

Dr. R. Angel Joy

R. Angel Joy

Dr. D. Sujatha

D. Sujatha

Dr. J. Bhuvaneshwari

J. Bhuvaneshwari

Mrs. C. Seipriya

C. Seipriya

Dr. C. Brenda Devi

C. Brenda Devi

Dr. A. Vadivukarasi

A. Vadivukarasi

Mrs. B. Uma Maheswari

B. Uma Maheswari

Mrs. S. Shobana

S. Shobana

Mrs. M. Devipriya

M. Devipriya



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## Minutes of IQAC Meeting -10 June 10, 2020

### READING OF THE MINUTES OF THE PREVIOUS MEETING:

#### AGENDA:

1. To discuss about the reach of the webinar series conducted from May-2 to May-9 and May-18.
2. To Conduct Peer Team Audit
3. To analyse the feedback of the stakeholders.
4. To compile the AQAR received from the Departments.
5. To frame guidelines for the conduct of online classes and online exams.

#### MEMBERS PRESENT:

Dr. M. Kalavathi  
Associate Professor in Commerce, IQAC Convenor

Dr. R. Angel Joy  
Associate Professor in Mathematics

Dr. D. Sujatha  
Associate Professor in English

Dr. J. Bhuvaneshwari  
Assistant Professor in Chemistry

Mrs. C. Sripriya  
Assistant Professor in Economics

Dr. C. Brindha Devi  
Assistant Professor in Commerce

Dr. A. Vadwinkarasi  
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Mrs. S. Shobana

HOD and Assistant Professor of Computer Science

Mrs. M. Devi Priya

HOD and Assistant Professor of B.Com. F.Com.

## Minutes of the Meeting:

The IQAC Team of Faculty met online on the 10<sup>th</sup> of June 2020 at 11.00 am and discussed the following:

- \* The pros and cons of the Webinar series conducted from 2.05.2020 to 9.05.2020 and on 18.05.2020 were discussed.
- \* Reach of the Webinar series and participation of faculty from various states and countries was analyzed.
- \* Peer Team Audit was planned and the files and data were checked.
- \* The feedback received from the stakeholders was analyzed and reports were prepared.
- \* Data received from the Departments and clubs for AQAR was compiled.
- \* Guidelines for the conduct of online examinations and online classes was framed.

Kelivethi

IQAC Co-ordinator

S. Kalaiselva  
Principal



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## Members

Dr. R. Angel Joy

R Angel Joy

Dr. D. Sujatha

D Syadh

Dr. J. Bhuvaneshwari

Jalee

Mrs. C. Sripriya

Chin

Dr. C. Brindha Devi

Chin

Dr. A. Vadivelkarasi

Vadivelkarasi

Mrs. B. Usha Maheshwari

Usha

Mrs. S. Shobana

Mrs. M. Devipriya

M.D.P.



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## Minutes of Peer Team Audit

27<sup>th</sup> of July, 2020.

### Agenda:

- \* To present the Files and Documents for inspection
- \* To submit the AQAR of 2019-2020 to the Peer Audit Members.

### Members Present :

Mrs. S. Kalaiselvi, Principal/c

Dr. M. Kalavathi, IQAC Coordinator,  
Associate Professor in Commerce

Dr. R. Angel Joy, Associate Professor in Mathematics

Dr. N. Ponpandian, Professor and Head, Department  
of Nanoscience and Technology,  
Bharathiar University, Coimbatore

Dr. Paulin Vasanthi Joseph, Associate Professor  
and Head, Department of Zoology,  
Nirmala College for Women,  
Coimbatore.

### Minutes of the Meeting:

The following are the Minutes of the Peer Team Audit :

- \* The Peer Team perused the files and documents of IQAC and statutory bodies.



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\* The following documents were inspected :

1. Annual Report submitted to the Bharathiar University
2. Annual Quality Assurance Report
3. Audited Statement of Expenditure
4. Minutes of IQAC
5. Documents of AQAR - Criterion wise.
6. IQAC Initiatives
7. Minutes of the Statutory Bodies - Governing Body, Finance Committee, Academic Council and Board of Studies

The Peer Team Audit Committee was satisfied with the records presented.

*S. Kalavathi*

IQAC Co-ordinator

Members :

Dr. N. Ponpandian

Dr. Paulin Vasanthi Joseph

Dr. R. Angel Joy

*S. Kalavathi*  
Principal etc

*N. P. Joseph*  
Paulin Vasanthi  
R. Angel Joy



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## Minutes of the IQAC Team Meeting (Online) September 19, 2020.

### Agenda:

- \* To present the activities of the academic year 2019-2020.
- \* To invite discussions on the presentations
- \* To suggest plans for future progress.

### Members Present:

Mrs. S. Kalaiselvi, Principal i/c

Dr. M. Kalavathi, IQAC coordinator,  
Associate Professor in Commerce

Dr. N. Rajeswari, Paramarsh Ambassador,  
Associate Professor in Mathematics

Dr. N. Ponpandian, Professor and Head, Department  
of Nanoscience and Technology,  
Bharathiar University.

Dr. Paulin Varanathi Joseph, Associate Professor and  
Head, Department of Zoology,  
Nirmala College for Women,  
Coimbatore.

Members of IQAC.

### Minutes of the Meeting:

The Online IQAC Team Meeting commenced at 10.00 am in the Microsoft Teams platform. The following are the proceedings:



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- \* Dr. D. Sujatha welcomed the Peer Team and Principal, IQAC convenor and the IQAC Members.
- \* Dr. M. Kalavathi presented the academic activities
- \* Dr. N. Ponpandian presented his views and suggested measures for further improvement.
- \* He pointed out the need to enrich the research activities
- \* Dr. Pawlin Vasanthi Joseph questioned about the academic activities and programmes and enquired about the best practices.
- \* The meeting came to a close with Vote of Thanks by Dr. R. Angel Joy.

*Kalavathi*  
Convenor

*S. Kalaiselvi*  
Principal/IC