

**IQAC Meeting**  
**July (14.07.2020)**

**Agenda of the meeting**

The IQAC members were called to submit data for the year 2019 – 20 towards AQAR.

It was decided that the AQAR would be submitted by Sep 30<sup>th</sup>. It was required that the staff would have to come to college on a rotation basis to provide the necessary data.

The members in charge of the criteria would have to consolidate the data and then come to the college for uploading the data.

S.No	Member	Signature
1	Dr. Sr. M. Helen Principal	<i>H. M. Helen</i>
2	Dr. Sr. Mary Fabiola Vice Principal	<i>Mary Fabiola</i> 14/7/20
3	Dr. Sr. Emelda Mary Controller of Examinations	<i>Dr. Sr. Emelda Mary</i> 14.7.2020
4	Sr. Mary Margaret Office Superintendent	<i>Sr. Mary Margaret</i> 14.7.20
5	Dr PawlinVasanthi Joseph IQAC Coordinator	<i>Pauline Vasanthi</i> 14/7/20
6	Dr. R Malliga Associate Prof and Head of History	<i>R. Malliga</i> 14/7/20
7	K Julia Rose Mary Associate Prof of Mathematics	<i>K. Julia Rose Mary</i> 14/7/20
8	Dr. Rosaline Mary Assistant Prof of Zoology	<i>Rosaline Mary</i> 14.7.2020
9	Dr. C Subha Assistant Prof of Chemistry	<i>C. Subha</i> 14/7/20
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	<i>A. Jansi Rani</i> 14.7.20
11	Dr. HarshaPandiya Assistant Prof of English	<i>Harsha Pandiya</i> 14.7.20
12	Mrs. Kanimozhi B. Assistant Prof of English	<i>Kanimozhi B.</i> 14.7.20

*H. M. Helen*

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**IQAC Meeting  
August (23.08.20)**






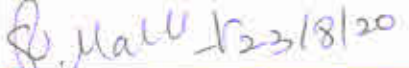






**Agenda of the meeting**

IQAC members were asked to come to the college for consolidating the data and uploading them.

The staff were also reminded about the workshop on "Criteria Achievement based on the Revised Guidelines of NAAC" for the Mentor Institutions under the UGC Paramarsh Scheme.

Allocation of work for each day was provided to the members.

Data which could be obtained from the office, library and controllers section was not taken from the Departments.

S.No	Member	Signature
1	Dr. Sr. M. Helen Principal	
2	Dr. Sr. Mary Fabiola Vice Principal	 22/8/20
3	Dr. Sr. Emelda Mary Controller of Examinations	 23.8.2020
4	Sr. Mary Margaret Office Superintendent	 23.8.20
5	Dr Pawlin Vasanthi Joseph IQAC Coordinator	 23/8/20
6	Dr. R Malliga Associate Prof and Head of History	 23/8/20
7	K Julia Rose Mary Associate Prof of Mathematics	 23/8/20
8	Dr. Rosaline Mary Assistant Prof of Zoology	 23.8.2020
9	Dr. C Subha Assistant Prof of Chemistry	 23/8/20
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	 23.8.20
11	Dr. Harsha Pandiya Assistant Prof of English	 23.08.20
12	Mrs. Kanimozhi B. Assistant Prof of English	 23.8.20



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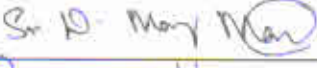








## IQAC Meeting

September (25.09.2020)

### Agenda of the meeting

The standing committee meeting for the UGC Paramarsh programme was fixed on 21.10.2020. Dr.Ponpandian, IQAC Coordinator, Bharathiar University, Dr. Cecil Raj, Controller of Examinations, St. Joseph's College,Trichy and Dr. Sri. RamDevanathan, IQAC Coordinator, Amrita University were the External Members.

A workshop on "Curriculum, Pedagogy and Assessment – An integrated design approach for OBE" was scheduled on 05.11.2020 to 06.11.2020. Dr. Evelyn Brindha, Professor, Karunya Center for Online and Distance Learning, Karunya Institute for Engineering and Sciences, Coimbatore was the Resource Person.

S.No	Member	Signature
1	Dr. Sr. M. Helen Principal	
2	Dr. Sr. Mary Fabiola Vice Principal	 25/9/20
3	Dr. Sr. Emelda Mary Controller of Examinations	 25.9.20
4	Sr. Mary Margaret Office Superintendent	 25.9.20
5	Dr PawlinVasanthi Joseph IQAC Coordinator	 25/9/20
6	Dr. R Malliga Associate Prof and Head of History	 25/9/20
7	K Julia Rose Mary Associate Prof of Mathematics	 25/9/20
8	Dr. Rosaline Mary Assistant Prof of Zoology	 25.9.2020
9	Dr. C Subha Assistant Prof of Chemistry	 29/9/20
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	 25/9/20
11	Dr. HarshaPandiya Assistant Prof of English	 25.9.20
12	Mrs.Kanimozhi B. Assistant Prof of English	 25.9.20



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**IQAC Meeting  
December (12.02.2020)**

**Agenda of the meeting**

A workshop on "outcome attainment" was scheduled on 28.02.2020 and 29.02.2020.

Dr. Evelyn Brindha, Professor, Karunya University was the Resource Person. The programme was organized under UGC Paramarsh Programme.

A workshop on "How to prepare your Institution towards the accreditation process" was fixed on 22.01.21 and 23.01.21 for the Mentee Institutions. Dr. Shakuntala Katre and Dr. Ravichandra Reddy, the NAAC Consultants, Bangalore were the Resource Persons.

Workshop on "Assessment and Accreditation Process of NAAC" the Do's and Dont's was fixed on 12.02.21. Dr. Priya, Narayanan, Assistant Adviser was fixed as the Resource Person. Senior faculty members from the college were asked to attend meeting.

S.No	Member	Signature
1	Dr. Sr. M. Helen Principal	<i>M. H. Helen</i>
2	Dr. Sr. Mary Fabiola Vice Principal	<i>Mary Fabiola</i> 12/2/20
3	Dr. Sr. Emelda Mary Controller of Examinations	<i>Dr. Emelda Mary</i> 12.2.21
4	Sr. Mary Margaret Office Superintendent	<i>Sr. Mary Margaret</i> 12.2.20
5	Dr Pawlin Vasanthi Joseph IQAC Coordinator	<i>Pawlin Vasanthi Joseph</i> 11/02/21
6	Dr. R Malliga Associate Prof and Head of History	<i>R. Malliga</i> 12/2/20
7	K Julia Rose Mary Associate Prof of Mathematics	<i>K. Julia Rose Mary</i> 12/2/21
8	Dr. Rosaline Mary Assistant Prof of Zoology	<i>Rosaline Mary</i> 12.2.2020
9	Dr. C Subha Assistant Prof of Chemistry	<i>C. Subha</i> 12/2/20
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	<i>M. Jansi Rani</i> 12/2/20
11	Dr. Harsha Pandiya Assistant Prof of English	<i>Harsha Pandiya</i> 12.2.20
12	Mrs. Kanimozhi B. Assistant Prof of English	<i>Kanimozhi B.</i> 12.2.20

*M. H. Helen*

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**IQAC Meeting**  
**February (22.02.2021)**

**Agenda of the meeting**

A meeting was held on 22.02.21 for all IQAC members. The Agenda of the meeting is:-

- 1) Identifying gaps in the AQAR. To work towards activities which have not been initiated so far.
- 2) Feedback on curriculum from Parents, Employers and Students.
- 3) Databases to be created for the NAAC questionnaire.
- 4) Documentation for all the criteria.
- 5) Swayam details of registration and those qualifying in the exams.
- 6) Collection of data from the departments, office and Library
- 7) Any other issues to be discussed.

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1	Dr. Sr. M. Helen Principal	<i>M. H. Helen</i> 22/2/21
2	Dr. Sr. Mary Fabiola Vice Principal	<i>Mary Fabiola</i> 22/2/21
3	Dr. Sr. Emelda Mary Controller of Examinations	<i>Dr. Emelda Mary</i> 22.2.21
4	Sr. Mary Margaret Office Superintendent	<i>Sr. Mary Margaret</i> 22.2.21
5	Dr PawlinVasanthi Joseph IQAC Coordinator	<i>Pawlin Vasanthi</i> 22/02/21
6	Dr. R Malliga Associate Prof and Head of History	<i>R. Malliga</i> 22/2/21
7	K Julia Rose Mary Associate Prof of Mathematics	<i>K. Julia Rose Mary</i> 22/2/21
8	Dr. Rosaline Mary Assistant Prof of Zoology	<i>Rosaline Mary</i> 22.2.2021
9	Dr. C Subha Assistant Prof of Chemistry	<i>C. Subha</i> 22/2/21
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	<i>A. Jansi Rani</i> 22/2/21
11	Dr. HarshaPandiya Assistant Prof of English	<i>Harsha Pandiya</i> 22.2.21
12	Mrs.Kanimozhi B. Assistant Prof of English	<i>Kanimozhi B.</i> 22.2.21

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**IQAC Meeting**  
**April (09.04.2021)**

**Agenda of the meeting**

- 1) Internal Academic Audit by the IQAC for the 22 departments, Library, NSS, NCC and Adopted village activities and Physical Education.
- 2) Schedule of time for visiting departments.
- 3) Questionnaire prepared for the audit of departments based on the 7 criteria of NAAC.
- 4) IQAC members to assess the departments based on the requirements of NAAC.
- 5) Report to be submitted by the IQAC members, after the assessment of the depts.

S.No	Member	Signature
1	Dr. Sr. M. Helen Principal	<i>M. H. Helen</i>
2	Dr. Sr. Mary Fabiola Vice Principal	<i>Mary Fabiola</i> 9/4/21
3	Dr. Sr. Emelda Mary Controller of Examinations	<i>Dr. Emelda Mary</i> 9.4.21
4	Sr. Mary Margaret Office Superintendent	<i>Sr. Mary Margaret</i> 9.4.21
5	Dr PawlinVasanthi Joseph IQAC Coordinator	<i>Pawlin Vasanthi Joseph</i> 09/04/21
6	Dr. R Malliga Associate Prof and Head of History	<i>R. Malliga</i> 9/4/21
7	K Julia Rose Mary Associate Prof of Mathematics	<i>K. Julia Rose Mary</i> 9/4/21
8	Dr. Rosaline Mary Assistant Prof of Zoology	<i>Rosaline Mary</i> 9.4.2021
9	Dr. C Subha Assistant Prof of Chemistry	<i>Dr. C Subha</i> 9/4/21
10	Mrs. A Jansi Rani Assistant Prof and Head, Information Technology	<i>Mrs. A Jansi Rani</i> 9/4/21
11	Dr. HarshaPandiya Assistant Prof of English	<i>Dr. Harsha Pandiya</i> 9.4.21
12	Mrs.Kanimozhi B. Assistant Prof of English	<i>Mrs. Kanimozhi B.</i> 9.4.21

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