

ARIGNAR ANNA GOVT. ARTS COLLEGE FOR WOMEN,
WALAJAPET- 632 513.

IQAC 2020-2021

FORMATION OF IQAC COMPOSITION

1. Dr.K.Parameswari,Principal,Chairperson
2. Dr.R.Vijaya, IQAC Co-Ordinator
3. Mrs.N.Sujatha, Staff Member
4. Dr.Mrs.J.Poonguzali, Staff Member
5. Dr.S.G.Kavitha, Staff Member
6. Mrs. M.Amudha, Staff Member
7. Dr.S.Geetha, Staff Member
8. Mrs.A.Poonguzhali, Staff Member
9. Dr.E.Porselvi, Staff Member
10. Dr.K.Gayathri, Staff Member
11. Dr.M.Bakiyalakshmi, Staff Member
12. Dr.T.SenthilMurugan, Staff Member
13. Mr.S.ValampuriMoorthy, Librarian
14. Mrs.Deepalakshmi, Superintendent
15. Mrs. Shanthi Mohan, OSA President, Local Society
16. Miss.S.Priyanka, Student Union President
17. Dr.G.Sujatha, DKM College, Alumni
18. Mr.M.NaveenKumar, Industrialist, Malladi Drugs & Pharmaceuticals Limited



K. P. Mohan
Principal,
Arignar Anna Government
Arts College (Women)
Walajapet, Vellore Dt.

Minutes - 1

Date: 23.10.2020

Time: 12.00 PM

Venue: Principal Room

Agenda:

1. Composition of IQAC
2. Challenges in online registration & UG admission, PG admission
3. Impact of Online classes
4. Analyse feedback forms for all the stake holders.
5. Apply mini, minor and Major projects to TANSICHE,
6. Submission of lesson, plan, Course Outcomes to IQAC
7. New Syllabus analysis
8. Action plan for the year.
- 9.

Resolutions passed:

The Chairperson of IQAC and the principal of the College Dr. K. Parameswari presided over the meeting and the following resolutions are passed:

A new Composition is framed.

Since only two Senior Staff members have acted as Coordinator in AFC Centre, to manage the public in related to online registration, it is resolved to involve all department Staff, thereby deputing two Staff members per day to clarify the doubts of the Parents/Students and do online registration for the Candidates till the last date from the next academic year.

To do admission in different dates for arts, science, Commerce and language programmes.

Online classes certainly improve teaching strategies and

and digital resources have been improved among faculties.

5. To Conduct department wise Staff and Student representative meeting regarding feedback forms and to submit the analysis report on feedback forms for all the stakeholders to IQAC.
6. R&D Cell is instructed to follow up the applications for project to TANSICHE, UGC, SERB (DST, DPT) etc.
7. To submit lesson plan, Course outcomes to IQAC on or before 01.11.2020
8. To ensure all the first year PG students enrolment in any one of the department for the NME Course, as it is mandatory in Curriculum and to prepare the second year PG students for the Courses introduced like MOOCs, fieldwork and project work.
9. Action plans for the year:
 - i. Implementation of Learning Management Systems
 - ii. Conduct seminars/webinars/Conferences/FDP/online quiz
 - iii. To sign MOU's between Colleges/industry
 - iv. To fully automatize Library
 - v. Motivate Staff to prepare E-Content
 - vi. Complete 2019-2020 Academic Audit
 - vii. To submit AQAR for the academic years 2017-2018, 2018-2019, 2019-2020
 - viii. To prepare SSA & apply for NAAAC.

Members present:

K. Pul
Principal,
Arignar Anna Government
Arts College (Women)
Vallur, Vellore Dt.

1. Dr. K. Parameswari, Chairperson & Principal
2. Dr. R. VIJAYA, IQAC Coordinator
3. Mrs. N. SUJATHA, Staff Member 23/10/2020
4. Dr. J. POONGUZALI, Staff Member 23/10/2020
5. Dr. S. G. KAVITHA, Staff Member 23/10/2020
6. Mrs. M. AMUDHA, Staff Member 23/10/20
7. Dr. S. GEETHA, Staff Member 23/10/2020
8. Mrs. A. POONGUZHALI, Staff Member 23/10/2020
9. Dr. E. PORSELVI, Staff Member 23/10/20
10. Dr. G. GAYATHRI, Staff Member 23/10/20
11. Dr. M. BAKIYALAKSHMI, Staff Member 23/10/2020
12. Dr. T. SENTHIL MURUGAN, Staff member 23/10/2020

14. Mrs. Deepalakshmi, Superintendent

A. Jeyaraj
23/10/2020

15. Mrs. SHANIMI MOHAN, ASA President,
Local Society

M. Senthil
23/10/2020

16. Ms. S. PRIYANKA, Student

S. Sujal
H.S.T

17. Dr. G. SUJATHA, DKM College, Alumni

18. Mr. M. NAVEEN KUMAR, Industrialist,
Malladi drugs.

S. B. Srinivas

Action taken Report

1. International webinar is Conducted by Chemistry department from 22.06.2020 to 23.06.2020
2. Faculty development programme is Conducted by Botany department in association with I&Ac.
3. National level webinar is Conducted by Computer Science and Computer Applications department on 11.07.2020
4. MOU is signed between
 - i) Chemistry department, AAA College, Walajapet and Chemistry department, Arcot Sri Mahalakshmi Women's College, Villapakkam.
 - ii) English department, AAA College, Walajapet and Commerce department, Muthurangam Govt. Arts College (A), Vellore.
5. Library has been fully automated.
6. Staff Prepared E-Content
7. 2019-2020 academic audit is Conducted on 11.11.2020
8. AQAR for the academic years 2017-2018, 2018-2019, 2019-2020 has been Submitted.
9. The faculties were rearranged into groups as per the criteria and suggested to report the same to I&Ac Committee for preparing SSR report.
10. Doctorate proposals are sent in the month of December by Chemistry, Botany and English department

Minutes - 2

Date: 08.12.2020

Time: 1.30 pm

Venue: Principal Room


Agenda:

1. Conduct of University Examinations
2. To participate in NIRF
3. To Conduct FDP on LMS - MOODLE
4. Collect AISHE details
5. Progress of SSR Preparation

Resolutions passed:

The Chairperson of IQAC and the Principal of the College Dr. K. Parameswari Presided over the meeting and the resolutions passed are as follows

1. To instruct the Chief Superintendent to collect the vital informations from all the departments for the smooth conduct of University Examinations
2. To instruct NIRF Coordinator to collect the required details from the departments; office and incharges and submit the details within stipulated time.
3. IQAC Coordinator is instructed to make arrangements for the conduct of FDP.
4. To submit AISHE details within stipulated time
5. To instruct NAAC Committee to submit progress of SSR to IQAC.


Principal

Members Present:

1. Dr. K. Parameswari, Chairperson & Principal K. Pul
08/12/20
2. Dr. R. VIJAYA, ICAAC Co-ordinator 08/12/2020
3. Mrs. N. Sujatha, Staff Member 08/12/2020
4. Dr. J. Poonguzali, Staff Member 08/12/2020
5. Dr. S. G. Kavitha, Staff Member 08/12/2020
6. Mrs. M. Amudha, Staff Member 08/12/20
7. Dr. S. Geetha, Staff Member 08/12/20
8. Mrs. A. Poonguzhali, Staff Member 08/12/20
9. Dr. E. Ponselvi, Staff Member 08/12/20
10. Dr. G. Gayathri, Staff Member 08/12/20
11. Dr. M. Bakiyalakeshmi, Staff Member 08/12/20
12. Dr. T. Senthil Murugan, Staff Member 08/12/20
13. Mr. S. Valampunimoorthy, Librarian 08/12/2020
14. Mrs. Deepalakshmi, Superintendent 08/12/20
15. Mrs. Shanthi Mohan, OSA President
Local Society M. Shanthi
08/12/2020
16. Miss. S. PRIYANKA, Student S. Priya
17. Dr. G. Sujatha, DKM College, Alumni: h-57
18. Mr. M. Naveen Kumar, Industrialist
Malladi douge 08/12/2020

Action taken Report

1. Registered NIRF in the month of November
2. Faculty Development programme on LMS - Moodle
is Conducted on 29th January 2021.

Minutes - 3

Date: 10.02.2021

Date

Time: 12.00 pm

Venue: principal Room

Agenda:

1. Conduct of College functions - Convocation for 2018-2020 batch Students, Department Association meetings, Extra-curricular activities and Expert talks.
2. Conduct of University Examinations
3. Discussion regarding progress of ESR preparation
4. FDP by Computer Literacy Programme.

Resolutions passed:

The Chairperson of Ibac and the principal of the College Dr. K. Parameswari presided over the meeting and the resolutions passed are as follows:

1. It is resolved to conduct the Convocation for the students of 2018-2020 batch on 27.02.2021.
2. Department association meetings were planned to be organized in the month of March by following the appropriate Covid SOP guidelines.
3. Due to uncertain Covid pandemic situation, Examination Cell is instructed to prepare themselves for either online or offline examinations as per the instructions given by University.
4. Every criterion group were asked to present the report of their work.
5. To instruct CLP Incharge to conduct

Staff to acquire the basic Computer Skills.

K. Puh
Principal,
Krishna Anna Government
Arts College (Women)
Walaipet, Vellore Dt.

Members present:

1. Dr. K. Parameswari, Principal, Chairperson K. Puh
10/02/2021
2. Dr. R. Vijaya, IDAC Coordinator 10/02/2021
3. Mrs. N. Sujatha, Staff Member -
4. Dr. J. Poonguzali, Staff Member 10/2/21
5. Dr. S. G. Kavitha, Staff Member 10/2/21
6. Mrs. M. Amudha, Staff Member 10/2/21
7. Dr. S. Greetha, Staff Member 10/2/21
8. Mrs. A. Poonguzhali, Staff Member 10/02/2021
9. Dr. E. Porselvi, Staff Member 10/2/21
10. Dr. G. Gayathri, Staff Member 10/2/21
11. Dr. M. Bakujalakshmi, Staff Member 10/2/2021
12. Dr. T. Senthil Murugan, Staff Member 10/2/21
13. Mr. S. Vampurimoorthy, Librarian 10/2/2021
14. Mrs. Deepalakshmi, Superintendent 10/2/21
15. Mrs. Shanthi Mohan, OSA President, Local Society, M. Shanthi 10/2/21
16. Miss S. Priyanka, Student S. Priyanka
17. Dr. G. Sujatha, DKM College, Alumni Sujatha
18. Mrs. M. Naveen Kumar, Industrialist, M. Naveen Kumar

Action taken Report

1. Convocation was Conducted on 27.02.2021 for the students of 2019-2020 Batch.
2. All the departments organized and completed their association activities in the month of march
3. Ctp Conducted Faculty development programme from 15.03.2021 to 20.03.2021.

Minutes - 4

Date: 17.03.2021

Time: 1.30 PM

Venue: Principal Room

Agenda:

1. Decentralization of works for the next academic year
2. Stock checking for the current academic year
3. Feedback Collection for the year 2020-2021
4. College Calendar review
5. Admission for the year 2021-2022
6. Review of the bridge course
7. Lesson plan, Course outcome for the year 2021-2022
8. Library orientation, Bridge course programmes
9. Magazine preparation

Resolutions passed:

The Chairperson of IQAC and the principal of the College Dr. K. Parameswari presided over the meeting and the resolutions passed are as follows:

1. Non-administrative duties for the upcoming academic year are to be allotted to the faculties.
2. To allot internal stock checking duties to all the staff members for the current academic year.
3. All the departments were suggested to collect the feedback...

the feedback analysis report thereby submit to IQAC.

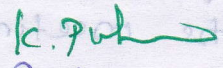
4. The College Calendar for the current academic year should be examined to update the necessary additional modifications in the upcoming academic year calendar.
5. To follow the resolution passed in the first meeting for admission 2021-2022.
6. To continue the conduct of bridge course for the first years by English department.
7. The faculties should be instructed to prepare lesson plan and course outcomes.
8. To instruct librarian to take up the orientation programme for first year students in the upcoming academic year.
9. To collect necessary details from all the departments for the preparation of college magazine for the current academic year and instruct all the departments to prepare their department magazine/news letter.

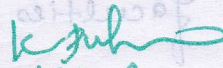
Members Present

1. Dr. K. Parameswari, Principal & Chairperson

2. Dr. R. Vijaya, IQAC Coordinator

3. Mrs. N. Sujatha, Staff Member


Principal
Arignar Anna Government
Arts College (Women),
Walaipet, Vellore D.


12/03/2021

Dr. R. Vijaya
11/03/2021

4. Dr. J. Poonguzhali, Staff Member 17/3/21
5. Dr. S. G. Kaviha, Staff Member 17/3/21
6. Mrs. M. Amudha, Staff Member -
7. Dr. S. Geetha, Staff Member 17/3/21
8. Mrs. A. Poonguzhali, Staff Member 17/3/21
9. Dr. E. Porselvi, Staff Member 17/3/21
10. Dr. G. Gayathri, Staff Member 17/3/21
11. Dr. M. Bakiyalakshmi, Staff Member 17/3/21
12. Dr. T. Senthil Murugan, Staff Member 17/3/21
13. Mr. S. Valampuri Moorthy, Librarian 17/03/2021
14. Mrs. Deepalakshmi, Superintendent 17/3/21
15. Mrs. Shanthi Mohan, OSA President, local Society M. Shanthi 17/03/2021

16. M. S. Priyanka, Student S. Priyanka
17. Dr. G. Sujatha, DKM College, Alumni A. S. T.
18. Mr. M. Naveen Kumar, Industrialist, Do. B. B. B. malladi drugs.

Action taken Report

1. Non-administrative duties are allotted to Staff Members
2. Internal Stock Checking duties are allotted to all Staff Members.
3. Feedback forms are collected from the students by all the departments.

Future plan

Date: 19.03.2021

Time: 11.00 Am

Venue: Principal Room

1. To Continue the usage of LMS - Google Class room.
2. To organize National/International workshops/seminars/FDs.
3. plan to have more number of on-campus/off-campus Placement drive through Career guidance cell.
4. To celebrate National Leaders Birthday by the way of Conducting Competitions like essay writing, Oratorical & drawing.

Dr. J. Jeyaraj
IQAC Coordinator

K. P. Subramanian

Principal,
Krignar Anna Government
Arts College (Women),
Walaipat, Valluvar B.

Members

1. Mrs. N. Sujatha
2. Dr. J. poonguzali
3. Dr. S. G. kavitha
4. Mrs. M. Arundha
5. Dr. S. Geetha
6. Mrs. A. poongulali
7. Dr. E. porselvi
8. Dr. G. Gayathri
9. Dr. M. Bakiyalakshmi
10. Dr. T. Senthil Murugesu