



IQAC Meeting Circular

Date: 22.04.2020

An online meeting of the IQAC members will be organized at 7.00 p. m. on 23.04.2020 using Teamlink.

The link for the meeting is <https://m.teamlink.co./1168158514>.

The agenda of the meeting is as follows:

- To present the action taken report against the resolutions of the previous meetings
- To review the academic activities being pursued during the lockdown
- To discuss ways of getting connected with the students during lockdown
- To decide on the uploading of pending AQARs

Signature of the Principal

(A. JOYCILIN SHERMILA)

**PRINCIPAL
ANNAMMAL COLLEGE
OF EDUCATION FOR WOMEN
THOOTHUKUDI-628 003**

Signature of the IQAC Coordinator

(R. SURYAKALA)

**DR. R. SURYAKALA
IQAC COORDINATOR
ANNAMMAL COLLEGE
OF EDUCATION FOR WOMEN
THOOTHUKUDI - 628 003**



IQAC Meeting Minutes

Date: 23-04-2020

Agenda	Resolution
To present the action taken report against the resolutions of the previous meeting	The chairperson read the action taken report and the members approved the report. (Action Taken Report Annexed)
To review the academic activities being pursued during the lockdown	The Chairperson briefed on the situation in Thoothukudi. She then presented Professional Development initiatives taken up by the teachers, the completion of syllabus using whatsapp groups and Google classroom and the administrative work being carried out on a regular basis. The members expressed their appreciation for the work being done from home.
To discuss ways of getting connected with the students during lockdown	The members discussed ways of getting connected with students. It was resolved to form whatsapp groups for Mentors- Mentees and keep track of their academic and personal needs during the lockdown.
To decide on the uploading of pending AQARs	It was decided by the members to go ahead with the uploading of AQAR 2016-2017 by coordinating the work staying at home.

Signature of the Principal

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Members

Mr.S. Muralidharan

Mrs. M.S. SanthinyKawsel

Dr. S. Sudha Rani

Mrs.C. Sofia Selvarani

Mrs.S. Juana Goldie

Dr. N. Sudhakumari

Dr. S. Jeyaparvathi

Mrs. D. ShunmugaSelvaSivasankari

Mrs. R. Thangaselvam

Ms. K. SharoneSnowfana

Dr. P. Lavanya

Mrs. A. Vinothini Sylvia



Action Taken Report for the IQAC Meeting organized on 25-02-2020

Resolution	Action Taken
The IQAC coordinators presented their experiences and the members resolved to go ahead with the preparation of pending AQARs.	The new format of the AQAR was shared with teachers and an orientation was provided by Dr. R. Suryakala to them for the preparation of AQAR.
The members discussed and assigned duties to teachers in three teams to prepare AQAR for the academic years 2016-2017, 2017-2018 and 2018-2019 in the new format.	The Chairperson communicated the duties to the teams. Following the orientation by the IQAC coordinator the teams prepared the AQAR. A series of review meetings were organized to finalize the AQARs for all the three years.
The members recorded their observations with regard to the ideas shared and resolved to plan for the next academic year based on the observations.	The observations were circulated to the faculty members to serve as a guideline to plan their activities for the next academic year.

Signature of the Principal

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