

## IQAC Circular

Date: 22-06-2021

A meeting of the IQAC members will be organized at 2.00 p. m. on 26-06-2021 in the NTS room of the college.

The agenda of the meeting is as follows:

- To present the action taken report against the resolutions of the previous meetings
- To observe a few minutes of silent contemplation and show respect to the memory of Mrs. P. Athilakshmi who passed away on 6<sup>th</sup> May 2021
- To inform the members the appointment of Mrs. Yasodha as Hostel Warden and Mrs. N. Prabha as teaching faculty
- To inform the members the accommodation of doctors deputed to serve in the Government hospital COVID wards in our college hostel from 03-06-2021 to 07-07-2021
- To review the work done with regard to Self-Study Report preparation
- To review the remote teaching- learning process during the months of May and June 2021

**Signature of the Coordinator**

(R. SURYAKALA)

**Signature of the Chairperson**

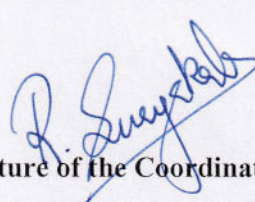
(A. JOYCILIN SHERMILA)



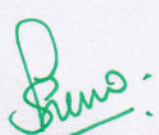
## IQAC Meeting Minutes

Date: 26.06.2021

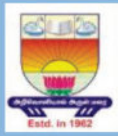
| <b>Agenda</b>  | <b>Resolution</b>  |
|--|--|
| To present the action taken report against the resolutions of the previous meeting   | The chairperson read the action taken report and the members approved the report. (Action Taken Report Annexed)  |
| To observe a few minutes of silent contemplation and show respect to the memory of Mrs. P. Athilakshmi who passed away on 6 <sup>th</sup> May 2021             | The Chairperson spoke a few words about Mrs. P. Athilakshmi and the members stood in silent contemplation of her great service to the institution. The members recorded their tributes to Mrs. P. Athilakshmi.   |
| To inform the members the appointment of Mrs. Yasodha as Hostel Warden and Mrs. N. Prabha as teaching faculty  | The Chairperson informed the appointment of Mrs. Yasodha and Mrs. N. Prabha. The members resolved to expound the ethos of the institution to the newly appointed staff.  |
| To inform the members the accommodation of doctors deputed to serve in the Government hospital COVID wards in our college hostel from 03-06-2021 to 07-06-2021 | The Chairperson informed the work done to accommodate the government doctors in the hostel premises. The members recorded their appreciation to the Principal and Dr. N.Sudha Kumari who acted as Warden- in-charge and helped in the work.                    |
| To review the work done with regard to Self-Study Report preparation   | The Chairperson presented a brief account of the work done so far. The members resolved to continue the work with the same spirit and enthusiasm.  |
| To review the remote teaching-learning process during the months of May and June 2021  | The Chairperson briefed on the online classes, project works, term examination and value added courses conducted during the months of May and June. The members resolved to complete the documentation work for all activities as and when they are completed. |

  
Signature of the Coordinator

(R. SURYAKALA)

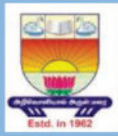
  
Signature of the Chairperson

(A. JOYCILIN SHERMILA)



## Members

| S. No. | Name of the Member                 | Signature |
|--------|------------------------------------|-----------|
| 1      | Mr. S. Muralidharan                |           |
| 2      | Mrs. M.S. Santhiny Kawsel          |           |
| 3      | Dr. S. Sudha Rani                  |           |
| 4      | Mrs.C. Sofia Selvarani             |           |
| 5      | Mrs. S. Juana Goldie               |           |
| 6      | Dr. N. Sudhakumari                 |           |
| 7      | Dr. S. Jeyaparvathi                |           |
| 8      | Mrs. D. Shunmuga Selva Sivasankari |           |
| 9      | Mrs. R. Thangaselvam               |           |
| 10     | Dr. P. Lavanya                     |           |
| 11     | Mrs. A. Vinothini Sylvia           |           |
| 12     | Ms. T. Gayathri                    |           |



## Action Taken Report for the IQAC Meeting organized on 30-04-2021

Date: 26-06-2021

| Resolution   | Action Taken   |
|--|--|
| The members resolved to work for better admissions in Tamil, History, and Biological Science in the next academic year.  | The teachers of the stated subjects were asked to network with the corresponding department heads of nearby colleges and motivate the final year students to do B. Ed. in our institution.   |
| The members recorded the appreciation to the IQAC coordinator and staff for completing the AQAR 2019- 2020 work on time.   | The appreciation of the members was communicated to all the teachers.  |
| The differential needs of students were discussed by the members and it was resolved to organize the following: <ul style="list-style-type: none"><li>✓ Spoken English Classes</li><li>✓ TET Coaching Classes</li><li>✓ Personality Development Classes</li><li>✓ Training in using internet applications</li><li>✓ Training in the handling of audio-visual equipment</li></ul> | Value Added Course on "Soft Skills" is scheduled for the students from 19-07-2021 to 31-07-2021 for the personality development of students.<br>Value Added Course on "From Black Board to Digital Board" and training in handling of audio-visual equipment is planned to be organized for the students when they return to college after the restrictions imposed are lifted. This has been decided as the two require hands on training.<br>A team of teachers have been entrusted with the responsibility of organizing Spoken English Classes and TET Coaching Classes. |
| The members appreciated the efforts taken to keep the MoU functional and resolved to organize more such activities under the MoUs with institutions.   | The M.Ed. students of the college will attend the NET Coaching organized by St. Ignatius College of Education, Palaymkottai in July 2021.<br>Value Added Course- Child Psychology was organized from 21-06-2021 to 07-07-2021 as part of the MoU with the Department of Psychology, St. Mary's College, Thoothukudi.   |
| The members resolved to urge the teachers to document the activities they do as per their teaching plan.   | The resolution of the members were communicated to the teachers and formats were developed and circulated for the same.  |

Signature of the Coordinator

(R. SURYAKALA)

Signature of the Chairperson

(A. JOYCILIN SHERMILA)