

Annammal College of Education for Women, Thoothukudi

IQAC Circular

Date: 20-11-2022

A meeting of the IQAC members will be organized at 3 p.m. on 25-11-2022 in the Principal's 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 present the observations of the Academic and Administrative Audit Committee Members
- To inform the members the intimation regarding the clearing of pre-qualification stage
- To discuss the preparation for NAAC Peer Team Visit
- To decide on the IQAC student representative from B.Ed. first year



Signature of the Coordinator

(R. SURYAKALA)



Signature of the Chairperson

(A. JOYCILIN SHERMILA)

Annammal College of Education for Women, Thoothukudi

IQAC Meeting Minutes

Date: 25.11.2022

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 present the observations of the Academic and Administrative Audit Committee Members	The Chairperson presented the report of the Academic and Administrative Audit. The members expressed their happiness over the positive comments received from the Audit Committee Members. It was further resolved to consider the suggestions of the Audit Committee Members.
To inform the members the intimation regarding the clearing of pre-qualification stage	The chairperson informed the members the communication received from NAAC regarding the clearing of pre-qualification stage on 15-11-2022, the second level payment done on 21-11-2022. The members recorded their appreciation to the staff for clearing the pre-qualification stage.
To discuss the preparation for NAAC Peer Team Visit	The members reviewed the work being done for the NAAC peer team visit. The members resolved to ensure that the institution is well prepared for the NAAC Peer Team Visit.

To decide on the IQAC student representative from B.Ed. first year	The members discussed and resolved to nominate Ms. J. Paripoorana Jeffrina as the student representative for IQAC.
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R. Suryakala

Signature of the Coordinator

(R. SURYAKALA)

A. Joycilin Shermila

Signature of the Chairperson

(A. JOYCILIN SHERMILA)

Members

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

Annammal College of Education for Women, Thoothukudi

Action Taken Report for the IQAC Meeting Organized on 22-08-2022

Date: 25-11-2022

Resolution	Action Taken
<p>The members resolved to organize the Academic and Administrative Audit in the second week of September considering the availability of experts. It was further resolved to request faculty from a College of Education or a University Department of Education to serve as Audit Committee Members.</p>	<p>Academic and Administrative Audit for the academic year 2021- 2022 was organized on 09-09-2022. Dr. S. Thangarajathi, Associate Professor, Department of Education, Bharathiyar University, Coimbatore and Dr. S. Rasul Mohaidheen, Associate Professor of English, V.O.C. College of Education, Thoothukudi served as the Audit Committee Members.</p>
<p>The IQAC Coordinator briefed the members about the delay in getting the DVV Deviation Report. It was resolved to wait for a few more weeks and then raise an issue in the NAAC portal if the DVV Deviation Report and Pre-qualification certificate is not received till then.</p>	<p>An issue was raised in the NAAC portal on 20-09-2022 and the response received was "Dear Sir / Madam your SSR is in process, the status will be reflected on your HEI portal." Another issues was raised again on 05-11-2022 and the response received was "Dear Sir / Madam, Your HEI is in DVV Process. This is for your kind information. Thank you".</p>

<p>The chairperson presented the details of the enquiry done at the CEO's office and the process for starting a school. It was resolved to look into the requirements for the application for No Objection Certificate from the State Government.</p>	<p>Dr. R. Suryakala and Dr. N. Sudhakumari were asked to look into the application work.</p>
<p>The Chairperson presented the responses of the students. The members discussed and resolved to direct attention on the following aspect:</p> <ul style="list-style-type: none"> • Improvement of food in the college hostel • Arrangement for bringing snack items to the college building during breaks • Improvement in the services of office staff • Improvement of placement services 	<p>The hostel warden was instructed to ensure the quality of food served in the hostel. Arrangements were made to bring food items to the college building during breaks. The office staff were instructed to be proactive in their work and to prioritize service to students. The Placement Cell coordinator was instructed to plan for better placement services.</p>



Signature of the Coordinator

(R. SURYAKALA)



Signature of the Chairperson

(A. JOYCILIN SHERMILA)