

## **IQAC–Notice of the First Quarterly Meeting (2017-2018)**

IQAC Meeting notice 2017-2018

Meeting – 01

### **IQAC Meeting Circular**

The First IQAC meeting will be held on 24-07-2017 in the Board room, all the committee members of IQAC for the year 2017-2018 are requested to be present.

The Agenda of the meeting

- NAAC Second Cycle Accreditation preparation work.
- Alumni Meeting
- Awareness Programme

**Principal**

### **IQAC Committee Members (2017-2018)**

- |                          |                             |
|--------------------------|-----------------------------|
| 1. Er. V.G Raajendran    | - Chairman                  |
| 2. Mrs Indira Raajendran | - Managing Director         |
| 3. Dr.RadhikaVidyasagar  | - Principal                 |
| 4. Mrs.N.Jayavardhini    | - Vice Principal (Admin)    |
| 5. Ms.J.Lizzie           | - Vice Principal (Academic) |
| 6. Dr.Velvizhi           | - Dean Research             |
| 7. Mr.M.Sudhakar         | - Office Superintendent     |
| 8. Mr.Selvaraj           | - HR Industry               |
| 9. Mr.Nethaji            | - Industrialist             |
| 10. Mrs.A.Jacklin        | - M.Ed Student              |
| 11. Mrs.M.Rajalakshmi    | - B.Ed Student              |

## IQAC–Minutes of the Quarterly Meeting (2017-2018)

The First IQAC meeting was held on 24.07.2017 at 10.30 am in the Board room, all the committee members of IQAC for the year 2017-2018 were present.

The Agenda of the meeting:

- NAAC Second Cycle Accreditation
- Alumni Meeting
- Awareness Programme

Action Taken Report:

1. Moxie – Skill Development Programme was Organised in association with NSF ON 7.03.2017.
2. Staff attended Orientation Programme for YRC on 30.3.17.
3. State Level Workshop on statistical Analysis and Interpretation was organized on 07.4.2017.

The following discussions were made to be executed.

1. NAAC II Cycle preparation work was discussed.
2. Awareness Programme to be created on Swatch Bharatt.
3. Celebrations of Various Significant days were highlighted.

The meeting was concluded with Vote of thanks at 12.00 p.m

**Principal**

<b>SL.No</b>	<b>Faculty Name</b>	<b>Signature</b>
1.	Dr. Radhika vidyasagar	
2.	Mrs. N.Jayavardhini	
3.	Mr.S.Arunachala Perumal	
4.	Mrs. U.Visalatchi	
5.	Ms.J.Lizzie	
6.	Mrs.M.P.RamaPriya	
7.	Mrs. D.Jayakumari	
8.	Mr.A.Jayapaul	
9.	Mr.N.MohanaKannan	
10.	Mrs.A.Nancy Rajathi	
11.	Mrs. J. Jayanthi	
12.	Mrs. C. Sukanya	
13.	Mr. R. Chandra Sekaran	
14.	Mrs. V. Surya	
15.	Mr. S. Dasaradhan	
16.	Ms. R. Subhalakshmi	
17.	Mrs. D. Jothi	
18.	Mr. C. Veeramanikandan	
19.	Mrs. G. Poonguzhali	

**IQAC–Notice of the Second Quarterly Meeting:  
(2017-2018)**

IQAC Meeting notice 2017-2018

Meeting – 02

**IQAC Meeting Circular**

The Second IQAC meeting will be held on 03.11.2017 in the Boardroom, all the committee members of IQAC for the year 2017-2018 are reported to be present.

The Agenda of the meeting:

1. Confirm the minutes of the IQAC meeting.
2. To motivate all the departments in identifying various activities for Student, Societal activities and played an important supportive role in all the activities.
3. Analysis of all the feedbacks obtained from stakeholders.
4. Approve the action taken report on the solution made during the last IQAC meeting.
5. Review the overall progress of the academic, Co- curricular, Extra curricular, research and extension activities.

IQAC Committee Members (2017-2018)

- |                          |                             |
|--------------------------|-----------------------------|
| 1. Er. V.G Raajendran    | - Chairman                  |
| 2. Mrs Indira Raajendran | - Managing Director         |
| 3. Dr.RadhikaVidyasagar  | - Principal                 |
| 4. Mrs.N.Jayavardhini    | - Vice Principal (Admin)    |
| 5. Ms.J.Lizzie           | - Vice Principal (Academic) |
| 6. Dr.Velvizhi           | - Dean Research             |
| 7. Mr.M.Sudhakar         | - Office Superintendent     |
| 8. Mr.Selvaraj           | - HR Industry               |
| 9. Mr.Nethaji            | - Industrialist             |
| 10. Mrs.A.Jacklin        | - M.Ed Student              |
| 11. Mrs.M.Rajalakshmi    | - B.Ed Student              |

**Principal**

## **IQAC–Minutes of the Second Quarterly Meeting:(2017-2018)**

The Second IQAC meeting was held on 03.11.2017 at 10.30 am in the Board room, all the committee members of IQAC for the year 2017-2018 were present.

The Agenda of the meeting

1. Confirm the minutes of the IQAC meeting.
2. To motivate all the departments in identifying various activities for Student, Societal activities and played an important supportive role in all the activities.
3. Analysis of all the feedbacks obtained from stakeholders.
4. Approve the action taken report on the solution made during the last IQAC meeting.
5. Review the overall progress of the academic, Co- curricular, Extra curricular, research and extension activities.

Action Taken Report:

1. Students were taken for Industrial Visit to Lotus water plant on 14.09.2017.
2. Awareness Programme was organized on Clean India Project on 3.10.17.
3. Students were insisted to attend and participate in Zumba and Yoga for wellness organized by Stella Matutina College on 13.10.17.
4. As a part of celebrating great leaders birthday celebrations, Sardhar Vallabhai Patel –Unifier of India was celebrated on 31.10.17.

The following discussions were made to be executed.

1. Various celebrations such as National Science day, Christmas and Pongal have to be celebrated in order to inculcate cultural heritage.
2. Staff were insisted to attend various Seminars, Workshops, Orientations Programme and also to publish papers as a part of professional development.

3. As a field visit play a vital role in giving hands on experience, students should be taken to field visits.
4. TNPSC Coaching classes are to be conducted.
5. Extension activities were suggested to be carried out.
6. Suggestions to make students attend seminars, workshops and conferences were discussed.
7. Analysis of the feedback received from stake holders was discussed.

The meeting was concluded with vote of thanks at 12.30 pm.

**Principal**

<b>SL.No</b>	<b>Faculty Name</b>	<b>Signature</b>
1.	Dr. Radhika vidyasagar	
2.	Mrs. N.Jayavardhini	
3.	Mr.S.ArunachalaPerumal	
4.	Mrs. U.Visalatchi	
5.	Ms.J.Lizzie	
6.	Mrs.M.P.RamaPriya	
7.	Mrs. D.Jayakumari	
8.	Mr.A.Jayapaul	
9.	Mr.N.MohanaKannan	
10.	Mrs.A.Nancy Rajathi	
11.	Mrs. J. Jayanthi	
12.	Mrs. C. Sukanya	
13.	Mr. R. Chandra Sekaran	
14.	Mrs. V. Surya	
15.	Mr. S. Dasaradhan	
16.	Ms. R. Subhalakshmi	
17.	Mrs. D. Jothi	
18.	Mr. C. Veeramanikandan	
19.	Mrs. G. Poonguzhali	

## **IQAC–Notice of the Third Quarterly Meeting (2017-2018)**

IQAC Meeting notice 2017-2018

Meeting – 03

### **IQAC Meeting Circular**

The Third IQAC meeting will be held on 05-03-2018 in the Board room, all the committee members of IQAC for the year 2017-2018 are requested to be present.

The Agenda of the meeting

1. Approve the action taken report on the solution made during the last IQAC meeting.
2. Campus Interviews.
3. Conduction of workshops.
4. Celebrations of important days.

**Principal**

### **IQAC Committee Members (2017-2018)**

- |                          |                             |
|--------------------------|-----------------------------|
| 1. Er. V.G Raajendran    | - Chairman                  |
| 2. Mrs Indira Raajendran | - Managing Director         |
| 3. Dr.RadhikaVidyasagar  | - Principal                 |
| 4. Mrs.N.Jayavardhini    | - Vice Principal (Admin)    |
| 5. Ms.J.Lizzie           | - Vice Principal (Academic) |
| 6. Dr.Velvizhi           | - Dean Research             |
| 7. Mr.M.Sudhakar         | - Office Superintendent     |
| 8. Mr.Selvaraj           | - HR Industry               |
| 9. Mr.Nethaji            | - Industrialist             |
| 10. Mrs.A.Jacklin        | - M.Ed Student              |
| 11. Mrs.M.Rajalakshmi    | - B.Ed Student              |



## IQAC– Minutes of the third quarterly Meeting (2017-2018)

The third IQAC meeting was held on at 10.30 am in the Boardroom, all the committee members of IQAC for the year 2017-2018 were present.

The Agenda of the meeting:

1. Approve the action taken report on the solution made during the last IQAC meeting.
2. Campus Interviews.
3. Conduction of workshops.
4. Celebrations of important days.

Action Taken Report:

1. Students were given training for NAS in DIET on 7.11.17.
2. Our B.Ed students created awareness on Free Legal Service in the central prison through on 14.11.17.
3. Awareness Campaign was taken up by B.Ed students. Rally on Free Legal Service in Gengal Kandigai was the campaign on 17.11.17.
4. Staff members attended orientation programme organized by TNTEU at NKT on 17.11.17.
5. Awareness on Free Legal Service was Created by our B.Ed students by performing a skit in the combined court on 18.11.17.
6. Students witnessed Science Exhibition organized by IIET on 4.12.17.
7. Motivation session on TNPSC Class was organized by IIET our sister institution on 5.12.17.
8. Christmas and New Year was celebrated on 22.12.17.
9. Students participated and won laurels to our college in cultural and sports meet organized by TNTEU and conducted GRT College of Education on 9<sup>th</sup>, 10<sup>th</sup> 11<sup>th</sup> of January 2018.
10. Students were taken for field visits and industrial visits on 5<sup>th</sup> and 6<sup>th</sup> of FEBRUARY 2017.

11. Education trip was organized on 24.2.18 to Dakshinachitra and Mahabalipuram to make students to get acquainted on culture and traditions.
12. National Science Day was celebrated on 28.2.18 to investigate the attitude of science among the students.

The following discussions were made to be executed.

1. The minutes of the previous meeting was read out and confirmed.
2. As a part of gender sensitization Women's Day celebration was encouraged.
3. Staff were insisted to talk to various school official to bring up campus interviews in our campus.
4. SPSS Workshop was suggested to be conducted for M.Ed students.
5. College Day and Sports day celebration were discussed.

**Principal**

<b>SL.No</b>	<b>Faculty Name</b>	<b>Signature</b>
1.	Dr. Radhika vidyasagar	
2.	Mrs. N.Jayavardhini	
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9.	Mr.N.MohanaKannan	
10.	Mrs.A.NancyRajathi	
11.	Mrs. J. Jayanthi	
12.	Mrs. C. Sukanya	
13.	Mr. R. Chandra Sekaran	
14.	Mrs. V. Surya	
15.	Mr. S. Dasaradhan	
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