

## **IQAC–Notice of the First Quarterly Meeting (2020 -2021)**

IQAC Meeting notice 2020-2021

Meeting – 01

### **IQAC Meeting Circular**

The First IQAC meeting will be held on 15-07-2020 in the Board room, all the committee members of IQAC for the year 2020 -2021 are requested to be present.

### **The Agenda of the meeting:**

1. Confirm the minutes of the IQAC meeting.
2. The Conduction of Webinars, Workshop, Symposium and field Study.
3. Strengthening ECO club activities.
4. Encouraging the staff to present and participate in webinars.

**Principal**

### **IQAC Committee Members (2020-2021)**

- |                          |                             |
|--------------------------|-----------------------------|
| 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 Super tendent      |
| 8. Mr.Selvaraj           | - HR Industry               |
| 9. Mr. Nethaji           | - Industrilist              |
| 10. Mrs.M.Priyadarshini  | - M.Ed Student              |
| 11. Mrs.M.Soniya         | - B.Ed Student              |

## IQAC–Minutes of the First Quarterly Meeting (2019 -2020)

The First IQAC meeting was held on 15.07.2020 at 10.30 am in the Board room, all the committee members of IQAC for the year 2020-2021 were present.

### **The Agenda of the meeting:**

1. Confirm the minutes of the IQAC meeting.
2. Conduction of Webinars, Workshop, Symposium.
3. Strengthening ECO club activities.
4. Encouraging the staff to present and participate in webinars.

### **Action taken report:**

1. Women's day was celebrated on 12.03.20.
2. District Level webinar on Health makes of Pre Adolescent was organized on 18.06.20.
3. Socially Useful and productive work programme were conducted regularly through Online mode.
4. Hands on training (SPSS) was given to provide complex sets and perform advanced statistical analysis.
5. Various Programmes were conducted for women empowerment.
6. Cookery competitions were conducted for low cost preparation of food.

**The following discussions were made to be executed.**

1. The minutes of the previous meeting was readout and confirmed.
2. Discussions were made to encourage faculty members to attend webinars, workshops, symposium through online mode.
3. Plan to organize programmes in “Go Green” by the team of ECO club in our college.

The meeting was concluded with vote of thanks at 12.00 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 Second Quarterly Meeting (2020-2021)**

IQAC Meeting notice 2020-2021

Meeting – 02

### **IQAC Meeting Circular**

The second IQAC meeting will be held on 04-11-2020 in the Board room, all the committee members of IQAC for the year 2020-2021 are requested to be present.

#### **The Agenda of the meeting:**

1. Conduction of International Webinars.
2. Organising Dental and health camps.
3. Conduction of Awareness Programme on COVID -19

**Principal**

#### **IQAC Committee Members (2019-2020)**

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

## IQAC–Minutes of the Second Quarterly Meeting (2020 -2021)

The second IQAC meeting was held on 04.11.2020 at 10.30 am in the Boardroom, all the committee members of IQAC for the year 2020-2021 were present.

### **The Agenda of the meeting:**

1. Conduction of International Webinars.
2. Organising Dental and health camps.
3. Conduction of awareness programme on COVID -19

### **Action Taken Report :**

1. International Webinar was organized on Six Sigma and Mr. Thein Oo (Andrew) Associate Adult Educator, IAL-Skills Future Singapore served as the resource Person and 484 participants benefited across the world through the free conference call platform on 08.08.2020.
2. NSS Unit of Indhira College of Education conducted medical camp for the tribal people in Gudiyam Village, Uthukottai Taluk, Thiruvallur District on 15.08.2020.
3. District Level Webinar on creating the awareness on Fundamental Duties was organised and conducted on 17.08.23.
4. NSS unit of Indhira College of Education is actively engaged in the extension activities and distributes bag containing essential provisions in Lockdown of COVID -19 on 18.08.20.
5. As a part of service Educational Kits were distributed to the needy children of remote village in Place Palayam, Thiruvallur District on 21.08.20.

6. Research Colloquium of M.Ed II year students was conducted through Online mode.
7. NSS unit of Indhira College of Education is actively engaged in the extension actives and distributed provisions in Gudiyam Village Lockdown of COVID -19 on 25.08.20.
8. Planted 700 trees in and around Pandur Village from 01.09.20 to 07.09.20.
9. NSS unit of Indhira College of Education was actively engaged in the extension actives and provided Educational Kit in Varathapuram Village Lockdown of COVID -19 on 07.09.20.
10. As a part of service rice bags and food packets and sarees were distributed to the needy people of remote village in PlacePalayam, Thiruvallur District on 11.09.20.
11. NSS unit of Indhira College of Education was actively engaged in the extension actives and distributed food in Lockdown of COVID -19 on 15.09.20.
12. As a part of service rice bags and food packets and sarees were distributed to 23 families of remote village in Kuppathupalayam , Thiruvallur District on 18.09.20.
13. Awareness Programme was conducted for girls in our campus on 21.09.20.
14. Community Engagement was done in Kuppathupalayam Village for the women to keep them clean and safe and provided hygiene care essential kit along with organic Napkins on 24.09.20

15. NSS Unit distributed food to the people of Kuppathupalayam on 26.09.20.

16. Children's Day was celebrated in Mathakoil, Thiruvallur district on 30.09.20.

**The following discussions were made to be executed:**

1. Discussions were made to organize international webinars
2. Faculty members were encouraged to conduct webinars in pandemic period.
3. It was decided to conduct medical camps in village around Thiruvallur to extend preventive measures and needed guidance of COVID -19

**Principal**



| <b>SL.No</b> | <b>Faculty Name</b>    | <b>Signature</b> |
|--------------|------------------------|------------------|
| 1.           | Dr. Radhika vidyasagar |                  |
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| 3.           | Mr.S.ArunachalaPerumal |                  |
| 4.           | Mrs. U.Visalatchi      |                  |
| 5.           | Dr.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 (2020 -2021)**

IQAC Meeting notice 2020-2021

Meeting – 03

### **IQAC Meeting Circular**

The Third IQAC meeting will be held on 10-03-2021 in the Board room, all the committee members of IQAC for the year 2020 -2021 are requested to be present.

#### **The Agenda of the meeting:**

1. Organizing awareness programme on preventive measures for the pandemic COVID 19.
2. COVID -19 Vaccination Camp.
3. Conduction of awareness programme on COVID -19
4. Encouraging the staff to present and participating in webinars.

**Principal**

#### **IQAC Committee Members (2020-2021)**

- |                          |                             |
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## **IQAC–Minutes of the Third Quarterly Meeting (2019 -2020)**

The Third IQAC meeting was held on 10.03.2021 at 10.30 am in the Board room, all the committee members of IQAC for the year 2020-2021 were present.

### **The Agenda of the meeting**

1. Organizing awareness programme on preventive measures for the pandemic COVID 19.
2. COVID -19 Vaccination Camp.
3. Conduction of awareness programme on COVID -19
4. Encouraging the staff to present and participating in webinars.

### **Action report taken :**

1. Webinar on “Eradication of Drug Menanace” was organised and conducted by DLSA on 12.02.21.
2. Faculty members attended webinars, workshops, symposium and field study through online mode was conducted regularly.
3. Students were encouraged to attend webinars to enrich their intelligence.
4. Medical and Dental students of our campus extended preventive measures and guidance to village peoples.

### **The following discussions were made to be executed.**

1. It was decided to conduct online programmes on preventive measures for Pandemic COVID 19.
2. It was planned to provide vaccination Camp in our College Campus.

3. It was decided to conduct medical camps in village around Thiruvallur to extend preventive measures and needed guidance of COVID -19.
4. Discussions were made to organize webinars.

The meeting was concluded with vote of thanks at 12.00 pm.

**Principal**

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