

Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore

Minutes of the meeting of the IQAC held on 01.07.2019

A meeting of the IQAC committee was convened by the Chairperson **Dr.Premavathy Vijayan**, Vice Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women at 10.30 am on 01.07.2019 in the Academic Council Hall of the Institute.

Members Present

1. Dr.Premavathy Vijayan - Chair Person
Vice Chancellor
2. Dr.U.Jerinabi - Dean incharge
Dean, Faculty of Business Administration
3. Dr. S.Kowsalya - Senior Administrative Official
Registrar
4. Mr.S.Lakshmanan - Finance officer i/c
5. Dr.R.Parimala - Asst. Registrar (Academic)
6. Dr.K.Manimozhi
Controller of Examinations (i/c)

Members of IQAC

- Dr.R.Rajalakshmi - Director IQAC
Professor, Dept. of Chemistry
Dr.Pa Raajeswari, Assistant Professor / Food Science and Nutrition
Dr. V.Sasirekha, Assistant Professor / Physics
Dr.K.Kalaiselvi, Assistant Professor / Biochemistry/Biotechnology/Bioinformatics
Dr.V.Indira, Assistant Professor / Visual Communication
Dr.T.Arūtha, Assistant Professor / Business Administration
Dr.T.Shanmugavalli, Associate Professor / Physical Education
Dr.R.Pappa Ammal, Assistant Professor / Science & Humanities

External experts on Quality Management/ Industry / Local Community members

Dr.Mohana Sundari	- Nominee (Industrialist)
Dr.Gowri Ramakrishnan	- Management Member
Dr.Kalyani Shankar	- Nominee (Alumni)

Student Representative

B. Niranjani	- Student Chairperson
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The Major agendas of the present meeting are:

- ✓ To present the action taken report of the academic year 2018-19, to the members of IQAC for their suggestions
- ✓ To inform the plan of action for the academic year 2019-20
- ✓ To discuss about the Research output of the faculty members and research scholars.
- ✓ To form subcommittee of IQAC members to collect details for AQAR
- ✓ To conduct the Digitalization of Data Collection through e - IQAC

The Chairperson thanked Dr.K.Sivakamaundari the former Director of IQAC and her team and welcomed Dr.R.Rajalakshmi with the new members of IQAC and introduced them. Prof. R.Rajalakshmi as Director, IQAC has placed the action taken report of the previous year to the committee members for their suggestions.

The members are highlighted on the following points:

- The plan of action for 2019-20, prepared based on the report on 2018-19, is readout by the IQAC Director with regard to AQAR. The suggestions given by the members are presented as below:
 - Student survey on general information about the students, family background etc., can be carried out online in the coming academic year.
 - Ph.D students enrolment is to be increased by motivating faculty members to fill up the maximum sanctioned intake

- Faculty members must be encouraged to apply for more patents and publish their findings in Scopus indexed journals
- Discussed with IQAC members and heads of the departments to motivate the faculty members to send their research output to SCOPUS Indexed Journals and CARE Journals.
- Digitalization work was started in the 2016-17 by IQAC. As a follow up all the faculty members will be given a training programme on Digitalization of Data Collection through e – IQAC on 04.07.2019.
- The School in-charges of IQAC are formed in to a subcommittee and were allotted duties to collect data for AQAR
- Initial preparation for the proposals to conduct NAAC sponsored workshop was discussed with IQAC members

At the end of the meeting Prof. R.Rajalakshmi, IQAC Director, thanked the chairperson and the members of IQAC.


Director IQAC


Chairperson IQAC