

Minutes of the Online meeting of the IQAC held on 30.04.2021

Meeting Link: meet.google.com/uwx-rgsh-qyg

An online meeting of the Internal Quality Assurance Cell was convened by the Chairperson *Dr. Premavathy Vijayan*, Vice Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women at 10:30 a.m. on 30.04.2021 through Google meet platform.

Members Present

Dr. Premavathy Vijayan Vice Chancellor	-	<i>Chairperson</i>
Dr. U. Jerinabi Former Dean, School of Commerce and Management	-	<i>Coordinator</i>
Dr. K. Sivakamasundari Professor, Mathematics	-	<i>Coordinator</i>
Dr. K. Arockia Maraichelvi Associate Professor, Human Development	-	<i>Assistant Coordinator</i>

Members

- 1. Dr. S. Kowsalya**
Registrar
- 2. Dr. K. Manimozhi**
Controller of Examinations (i/c)
- 3. Mr. S. Lakshmanan**
Finance Officer (i/c)
- 4. Dr. R. Rajalakshmi**
Professor, Chemistry
- 5. Dr. P. Lalitha**
Associate Professor, Chemistry
- 6. Dr. T. Shanmugavalli**
Associate Professor, Physical Education
- 7. Dr. Kalaiselvi Senthil**
Assistant Professor (SG), Biochemistry
- 8. Dr. K. Ramya**
Assistant Professor (SS), Business Administration
- 9. Dr. PA. Raajeswari**
Assistant Professor (SG), Food Science and Nutrition
- 10. Dr. E. Indira**
Assistant Professor (SS) & HoD (i/c), Visual Communication
- 11. Dr. Usha Rajalakshmi**
Assistant Professor (Temp.), Physics

12. Dr. R. Pappa Ammal

Associate Professor, Science and Humanities

Student Representative

J. Jayavarnika

Secretary, Student Council

The agenda of the present meeting are:

1. Approval for IIQA for NAAC Reassessment
2. Review of SSR Preparation
3. Approval of AQAR for the year 2019-20
4. Designing of Web portal for Staff Profile
5. Up gradation of institute website
6. Review of Activities conducted under Paramarsh Scheme
7. Conduct of Webinars in association with Library regarding remote accessing of Library resources

The Chairperson congratulated the team for meticulously planning and completing the NAAC Reassessment work and reviewed the preparation of Self Study Report. Dr.U.Jerinabi, Coordinator briefed the members regarding the progress of NAAC reassessment work.

The following points were discussed in the meeting:

1. The Institutional Information on Quality Assurance (IIQA) was presented by IQAC Coordinator and recommendations / suggestions of the members were sought. The recommendation given by the Chancellor was incorporated and IIQA was approved by the members for submission in NAAC portal.
2. Discussion on the time line for IIQA/SSR preparation was discussed and dates were delineated for the same.
3. Criterion-wise preparedness for the submission of SSR was reviewed and inputs from the members for improving the data collection and compilation was sought.
4. The AQAR for the year 2019-20 was presented and explained by the Coordinator and the members approved the same for submission in the NAAC portal.
5. Members of the IQAC were encouraged to co-ordinate with the faculty members of the respective schools to expedite the designing of web portal for staff profile. Inputs from the members were sought to make it more dynamic and resourceful.
6. Members were directed to complete the website up gradation process and inputs of the members were requested to for compilation of research publications.
7. The themes for webinars to conduct under Paramarsh Scheme were discussed and Status of the mentee institutions in NAAC preparation was discussed.

8. Members of the cell unanimously agreed and emphasized the need to conduct more training programmes for utilization of digital library resources using remote – login facility.

At the end of the meeting Prof.K.Sivakamasundari, Coordinator, IQAC, thanked the chairperson and the members of IQAC.

P. Marathe Jayaram 30/4/21
Signature of the Chairperson

Vice-Chancellor
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