

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE
POOVANTHI
INTERNAL QUALITY ASSURANCE CELL
IQAC MEETING – I – 02.07.2018
MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

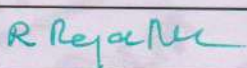
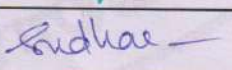

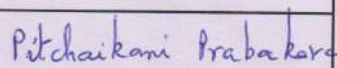
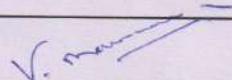
AGENDA

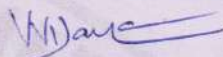

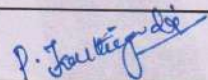
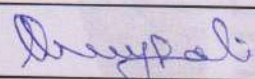
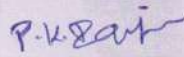
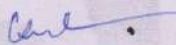
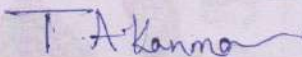
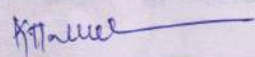
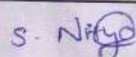
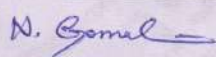

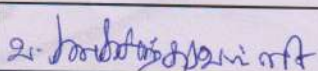
- Approving the list of IQAC members constituted as per NAAC guidelines
- Approving the work load and time table for the odd semester
- Formation of Cells/Committee
- Association Inaugurations
- Muthamizh Vizha, Inter-collegiate and Intra-collegiate Fine Arts Competitions
- Extension Activity
- Action plan based on the communications received from the university, other colleges and by the suggestion of the members

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Presenting the list of new members	Ms. K. Sudharani, the new IQAC coordinator presented the list	<ul style="list-style-type: none"> Approved by the new committee (Annexure Enclosed)
Recording the work load and time table for the odd semester	Ms. C. Ramalakshmi presented the odd semester time table	<ul style="list-style-type: none"> Approved by the committee
Formation of various cells/committees	Ms. K. Sudharani presented the committees and their coordinators	<ul style="list-style-type: none"> Committee members and coordinators were finalized
Formation of Anti-Ragging committee	Ms. P. Karthigaiselvi proposed Ms. P.K. Ranjani, Assistant Professor, Department of English to be the coordinator	<ul style="list-style-type: none"> Members list was finalized and suggested to upload the coordinator and members name in the website
Recording the acknowledgement for the submission of the AQAR 2017 – 2018	Ms. P. Karthigaiselvi submitted the acknowledgment for the AQAR 2017 – 2018 received from the NAAC	<ul style="list-style-type: none"> The committee appreciated the earliest submission

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Tentative dates for association inaugurations, Muthamizh Vizha, Inter-collegiate and Intra-collegiate Fine Arts Competitions	Dr. R. Poongkuzhali suggested to complete the association inaugurations by the end of July and asked to tentatively fix the date of Muthamizh Vizha, Inter-collegiate and Intra-collegiate Fine Arts Competitions	<ul style="list-style-type: none"> The tentative date for Muthamizh Vizha, Inter-collegiate and Intra-collegiate Fine Arts competitions were fixed on 30.08.2018, 31.08.2018 and 01.09.2018
Encouraging the faculty and the students to participate in the seminars/workshops and inter-collegiate competitions	Ms. K. Mahalakshmi requested the committee to permit the faculty and the students to participate in the seminars/workshops and inter-collegiate competitions organized by the other institutions	<ul style="list-style-type: none"> Request was considered and participation was encouraged except during the periods of internal assessment tests
Plan for the extension activity for the II year students	Ms. N. Gomathi, Coordinator, Extension Activity Committee requested the HODs to submit the action plan by the end of July	<ul style="list-style-type: none"> Accepted by the committee

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	
Ms. K.Sudharani	Coordinator	
Ms. R. Kalaivani	Technical Coordinator	
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	
Mr. V.S. Manimaran	President, Maditssia	

Name of the Person	Designation	Signature
Community Representative		
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	
Management Member		
Mr. J. Ashok	Assistant Secretary	
Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	
Ms. P.K.Ranjani	Head Incharge, Department of English	
Ms.C.Ramalakshmi	Head, Department of Mathematics	
Ms. T.A. Kanmani	Head, Department of Physics	
Ms. K.Mahalakshmi	Head, Department of Information Technology	
Ms. S. Nithya	Head, Department of Commerce	
Ms. N. Gomathi	Head, Department of Commerce (CA)	
Administrative Staff		
Ms. N. Indu	Office Superintendent	
Student Representatives		
Ms. V.Kanagasundaravalli	Union President	

ANNEXURE

SI No	Name of the Person	Designation
1	Dr. R.Rajarajeswari	Chair Person
2	Ms. K.Sudharani	Coordinator
3	Ms. R. Kalaivani	Technical Coordinator
External Experts		
4	Ms. Pitchaikani Prabakaran	Controller of Examination, Sri Kaliswari College, Sivakasi
5	Mr. V.S. Manimaran	President, Maditssia
Community Representative		
6	Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi
Management Member		
7	Mr. J. Ashok	Assistant Secretary
Alumnae Members		
8	Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore
Internal Members		
9	Dr. R. Poongkuzhali	Head, Research Department of Tamil
10	Ms. P.K.Ranjani	Head Incharge, Department of English
11	Ms.C.Ramalakshmi	Head, Department of Mathematics
12	Ms. T.A. Kanmani	Head, Department of Physics
13	Ms. K.Mahalakshmi	Head, Department of Information Technology
14	Ms. S. Nithya	Head, Department of Commerce
15	Ms. N. Gomathi	Head, Department of Commerce (CA)
Administrative Staff		
16	Ms. N. Indu	Office Superintendent
Student Representatives		
17	Ms. V.Kanagasundaravalli	Union President

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE
POOVANTHI
INTERNAL QUALITY ASSURANCE CELL
IQAC MEETING – II – 28.08.2018
MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

AGENDA

- Recording the participation of the faculty in the various workshops
- Appreciating the TNSET 2018 and NET July 2018 scorers
- Discussion for UBA and NIRF registration
- Startup Cell
- Skill development course on “Tele-com Marketing and Management” for the unemployed outgone graduates
- Result Analysis
- Action plan based on the communications received from the university, other colleges and by the suggestion of the members

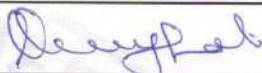


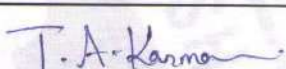
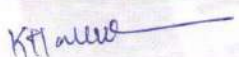
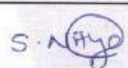
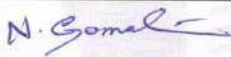

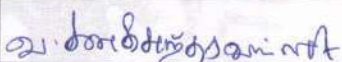
Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Recording the previous month's activities	Ms. K. Sudharani presented the activities for the month of July and August	<ul style="list-style-type: none"> Recorded with Appreciation
Encouraging the faculty members to participate in the various conferences/ seminars/ workshops	Dr. R. Poongkuzhali suggested the committee to encourage the faculty members to participate in the various conferences/ seminars/ workshops	<ul style="list-style-type: none"> Suggestion accepted
Appreciating the achievements of the faculty members in TNSET 2018 & NET July 2018	Ms. C. Ramalakshmi presented the list of staff members qualified in the TNSET 2018 & NET July 2018 examination	<ul style="list-style-type: none"> The committee congratulated and appreciated the performers
Organizing Alumni meet	Ms. N. Gomathi suggested that the alumni meet may be conducted during the first Saturday or Sunday of September	<ul style="list-style-type: none"> After getting permission from the correspondent, the date may be finalized. The coordinator for alumni meet will be Ms. S. Nithya, Head, Department of Commerce

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Enrolling for participation under the scheme Unnat Bharat Abhiyan	Dr. R. Rajarajeswari, Principal proposed the committee to register for the second phase of the Unnat Bharat Abhiyan scheme, a flagship program by the MHRD	<ul style="list-style-type: none"> Accepted by the committee and Ms. R. Kalaivani, IQAC Technical Coordinator was assigned the work of registration
Registering for the National Institutional Ranking Framework (NIRF 2019)	Ms. R. Kalaivani proposed to register for the NIRF 2019	<ul style="list-style-type: none"> Accepted. The IQAC is asked to register for the NIRF 2019
Utilizing the website testmoz.com and minimizing the paper work	Ms. C. Ramalakshmi suggested to conduct the skill based subject and certificate courses examination through online mode by utilizing the website testmoz.com	<ul style="list-style-type: none"> Suggestion accepted. Ms. K. Sudharani and Ms. C. Ramalakshmi will be the coordinators
Following specific format while sending the reports and photos as soft copy to the data center	Ms. K. Sudharani suggested that the report for the activities by the departments/cells/clubs and photos as soft copy to the data center should contain the data in the following format : Venue – Department – Programme Name – Date	<ul style="list-style-type: none"> Accepted by the committee and this will be followed in the forth coming days
Formation of Startup Cell and its functioning	Ms. N. Gomathi informed that the Entrepreneurship Development Cell is also functioning as the startup cell and the functions of the startup cell was discussed	<ul style="list-style-type: none"> Accepted by the committee
Appreciating the activities of ICT academy at our college	Ms. K. Mahalakshmi told that skill development course on "Tele-com Marketing and Management" offered by the ICT academy of Tamilnadu for the unemployed graduates is going on at our college campus and 51 of our outgone students are participating	<ul style="list-style-type: none"> Recorded by the committee with appreciation

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Improving Students' performance based on the result analysis	Dr. R. Rajarajeswari, Principal presented the result analysis of all the departments and the department of computer science is advised to conduct more remedial coaching to improve the performance of the students' in the end semester examination	<ul style="list-style-type: none"> Approved by the committee

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	<i>R. Rajarajeswari</i>
Ms. K.Sudharani	Coordinator	<i>Sudharani</i>
Ms. R. Kalaivani	Technical Coordinator	<i>R. Kalaivani</i>
Name of the Person	Designation	Signature
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	
Mr. V.S. Manimaran	President, Maditssia	<i>V. Manimaran</i>
Community Representative		
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	<i>V. Vijaya Krishnan</i>
Management Member		
Mr. J. Ashok	Assistant Secretary	<i>J. Ashok</i>
Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	<i>P. Karthiga Devi</i>

Name of the Person	Designation	Signature
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	
Ms. P.K.Ranjani	Head Incharge, Department of English	
Ms.C.Ramalakshmi	Head, Department of Mathematics	
Ms. T.A. Kanmani	Head, Department of Physics	
Ms. K.Mahalakshmi	Head, Department of Information Technology	
Ms. S. Nithya	Head, Department of Commerce	
Ms. N. Gomathi	Head, Department of Commerce (CA)	
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Ms. N. Indu	Office Superintendent	
Student Representatives		
Ms. V.Kanagasundaravalli	Union President	

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE
POOVANTHI
INTERNAL QUALITY ASSURANCE CELL
IQAC MEETING – III – 03.10.2018
MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

AGENDA

- Participation of the students in the inter-collegiate meet conducted by other institutions
- Date fixation for the Crash Course for NET/SET coaching for Paper - I
- UBA and NIRF registration
- Appreciating the achievements of the faculty members
- Reforms in the internal mark entry and question paper generation software
- Organizing faculty development programme for the non teaching faculty
- Action plan based on the communications received from the university, other colleges and by the suggestion of the members

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Recording the previous month's activities	Ms. K. Sudharani presented the activities for the month of September	<ul style="list-style-type: none"> Recorded with Appreciation
Participation of the students in the inter-collegiate meet conducted by the other institutions	Dr. R. Poongkuzhali suggested that sending students to the other institutions may be stopped by the end of September so that the students could concentrate on their semester	<ul style="list-style-type: none"> Suggestion accepted Remedial coaching may be conducted by the departments for the week students.
Fixing the dates for the crash course for NET/SET Coaching for Paper – I	Ms.C.Ramalakshmi suggested that the crash course for NET/SET coaching for Paper – I may be conducted on 13.10.2018 and 27.10.2018. Also suggested to conduct the crash course as an inter-collegiate programme. It is suggested to request the management to sponsor the above programme	<ul style="list-style-type: none"> Accepted by the committee and the IQAC will make the arrangements for the crash course Secretary accepted and the management will sponsor for the crash course. Suggested to implement Google Forms for registration

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Registration for UBA and NIRF	Dr. R.Rajarajeswari, Principal informed that the registration process for UBA and NIRF has been completed.	<ul style="list-style-type: none"> Appreciated by the committee. UBA committee to be framed and Ms. R.Kalaivani will be the coordinator
Collecting data for NIRF	Ms. R.Kalaivani informed that format for collecting data for NIRF from the department will be sent to the department's mail id. After completion the data should be sent back to the IQAC	<ul style="list-style-type: none"> Accepted by the committee and format will be sent to the departments by the IQAC
Entering the internal marks in the foil by our exam software	Ms. K. Sudharani proposed that the internal marks may be entered in the software and the reports will be generated in the university specified format (Foil cards).	<ul style="list-style-type: none"> Appreciated by the committee
Appreciating the faculty members	Ms. N.Gomathi presented that Dr. R.Anbuselvi, Assistant Professor, Department of Commerce with Computer Applications acted as a resource person @ N.M.S. Sermathai Vasam College for Women, Madurai	<ul style="list-style-type: none"> Recorded with Appreciation
Enhancing the question paper generation software	Ms. K. Sudharani proposed that the question paper for the conduct of model examination by the departments may be generated by the software	<ul style="list-style-type: none"> Accepted by the committee and those departments that need the question paper generated from the software may get from the IQAC
Organizing faculty development programme for the non teaching faculty	Ms. K.Sudharani proposed to organize faculty development programme for the non teaching faculty on exam software	<ul style="list-style-type: none"> Accepted by the committee and the faculty development programme will be organized during November

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	R. Rajarajeswari
Ms. K.Sudharani	Coordinator	Sudharani
Ms. R. Kalaivani	Technical Coordinator	R. Kalaivani
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	
Mr. V.S. Manimaran	President, Maditssia	V. Manimaran
Community Representative		
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	V. Vijaya Krishnan
Management Member		
Mr. J. Ashok	Assistant Secretary	J. Ashok
Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	P. Karthiga Devi
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	R. Poongkuzhali
Ms. P.K.Ranjani	Head Incharge, Department of English	P.K. Ranjani
Ms.C.Ramalakshmi	Head, Department of Mathematics	C. Ramalakshmi
Ms. T.A. Kanmani	Head, Department of Physics	T.A. Kanmani
Ms. K.Mahalakshmi	Head, Department of Information Technology	K. Mahalakshmi
Ms. S. Nithya	Head, Department of Commerce	S. Nithya
Ms. N. Gomathi	Head, Department of Commerce (CA)	N. Gomathi
Administrative Staff		
Ms. N. Indu	Office Superintendent	N. Indu
Student Representatives		
Ms. V.Kanagasundaravalli	Union President	V. Kanagasundaravalli

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE
POOVANTHI
INTERNAL QUALITY ASSURANCE CELL
IQAC MEETING – IV – 10.12.2018
MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

AGENDA

- Formation of UBA Committee and Inauguration
- Organizing faculty development programme for the teaching faculty
- Publishing research papers in the UGC recognized journals
- AQAR for the year 2018-2019
- Gender sensitization programme
- National Commission for Women competition
- Appreciating the achievements of the students
- TCS smart hiring
- Approving the work load and time table for the even semester
- Placement cell activities
- Action plan based on the communications received from the university, other colleges and by the suggestion of the members

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Recording the previous month's activities	Ms. K. Sudharani presented the activities for the month of October and November	• Recorded with Appreciation
Inauguration of UBA	Dr. R.Rajarajeswari, Principal proposed to invite the Sivagangai District Collector for the inauguration of UBA.	• Accepted and the UBA committee will make necessary arrangements for the inauguration.
Organizing faculty development programme for the teaching faculty	Ms.C.Ramalakshmi proposed to organize faculty development programme on "Characteristics of a Good Teacher"	• Accepted by the committee and the IQAC will conduct the faculty development programme
Publication of research papers in the UGC recognized journal	Ms. K.Sudharani suggested that the faculty members should try to publish research papers in the UGC recognized journals as well as the journals which is indexed in Scopus, Web of Science, Google Scholar, etc.,	• Suggestion accepted by the committee

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Participating in the Gender Sensitization Programme	Ms. J. Kavitha suggested that a participation should be made for the gender sensitization programme to be conducted by Alagappa University, Karaikudi	<ul style="list-style-type: none"> Accepted by the committee and Ms. P.K. Ranjani, Coordinator will attend the programme.
Annual Quality Assurance Report(AQAR) for the year 2018-2019	Dr. R.Rajarajeswari, Principal informed that AQAR has been updated and AQAR report for the year 2017-2018 should be prepared in the updated format	<ul style="list-style-type: none"> Accepted by the committee Criteria I and II will be prepared by Ms. C.Ramalakshmi and Criteria III will be prepared by Dr. R.Poongkuzhali.
National Commission for Women competition	Ms. S. Nithya informed that competition on behalf of national commission for women has been conducted in our college campus and the winners were finalized.	<ul style="list-style-type: none"> Appreciated by the committee and Ms. S. Nithya was asked to submit the report to the NCW to get the fund
Appreciating the achievements of the students	Dr. R. Poongkuzhali presented the list of 18 university rank holders for the year 2017-2018	<ul style="list-style-type: none"> Appreciated by the committee and the committee recommends that special care should be taken to the toppers to increase the number of university ranks in the next year
Appreciating the students' achievements in sports	Ms. K. Sudharani informed that S.Suganya of III B.Com has been selected as the university volley ball player	<ul style="list-style-type: none"> Appreciated by the committee
Motivating the students of the Departments of Mathematics, Computer Science & Information Technology to register for TCS smart hiring	Ms.K.Mahalakshmi recommended to motivate the students to register in the portal for TCS smart hiring	<ul style="list-style-type: none"> Recommendation accepted and the concerned departments should take necessary steps
Recording the work load and time table for the even semester	Ms. C. Ramalakshmi presented the even semester time table	<ul style="list-style-type: none"> Approved by the committee

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Conducting on campus recruitment drive for the final year students	Dr. R.Rajarajeswari, Principal directed the career guidance and placement cell to conduct on campus recruitment drives	Accepted by the committee and the Coordinator of the Placement Cell Ms K. Rajeswari should plan for the recruitment drives.

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	<i>R.Rajarajeswari</i>
Ms. K.Sudharani	Coordinator	<i>Sudharani</i>
Ms. R. Kalaivani	Technical Coordinator	<i>R.K.</i>
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	<i>Pitchaikani Prabhakaran</i>
Mr. V.S. Manimaran	President, Maditssia	<i>V.S. Manimaran</i>
Community Representative		
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	<i>Vijaya Krishnan</i>
Management Member		
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Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	<i>P. Karthiga Devi</i>
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	<i>Poongkuzhali</i>
Ms. P.K.Ranjani	Head Incharge, Department of English	<i>P.K. Ranjani</i>
Ms.C.Ramalakshmi	Head, Department of Mathematics	<i>C. Ramalakshmi</i>
Ms. T.A. Kanmani	Head, Department of Physics	<i>T.A. Kanmani</i>

Name of the Person	Designation	Signature
Internal Members		
Ms. K.Mahalakshmi	Head, Department of Information Technology	K.Mahalakshmi
Ms. S. Nithya	Head, Department of Commerce	S. Nithya
Ms. N. Gomathi	Head, Department of Commerce (CA)	N. Gomathi
Administrative Staff		
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Student Representatives		
Ms. V.Kanagasundaravalli	Union President	Ms. V.Kanagasundaravalli

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE

POOVANTHI

INTERNAL QUALITY ASSURANCE CELL

IQAC MEETING – V – 21.02.2019

MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

AGENDA

- Infilibnet renewal
- Format for department external academic audit
- Women's Day celebration
- UBA Activities
- Appreciating the achievements of the faculty members and the students
- Action plan based on the communications received from the university, other colleges and by the suggestion of the members

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Recording the previous month's activities	Ms. K. Sudharani presented the previous month's	<ul style="list-style-type: none"> • Recorded with Appreciation
Renewal of the membership towards Infilibnet	Ms. K. Sudharani suggested to renew the membership for Infilibnet for the year 2019-2020	<ul style="list-style-type: none"> • Accepted by the committee and renewal will be done by Ms. S.Devaki Librarian
Conducting external academic audit by the departments	Ms.C.Ramalakshmi proposed to prepare the format for recording the report of external academic audit by the departments	<ul style="list-style-type: none"> • Accepted by the committee • Dr. R.Poongkuzhali, Ms.C. Ramalakshmi and Ms. K.Sudharani will prepare the format
Celebrating the international women's day on 8 th March	Dr. R.Poongkuzhali suggested that the international women's day may be celebrated by inviting a successful women	<ul style="list-style-type: none"> • Accepted by the committee and women entrepreneur cell in association with citizen consumer club will organize the programme
Appreciating the achievements of the faculty members in NET December 2018	Ms. C. Ramalakshmi presented the list of staff members qualified in the examination	<ul style="list-style-type: none"> • The committee congratulated the staff

Appreciating the students who represented the Alagappa university in sports	Ms. K.Sudharani presented the following list of students who have been selected as university players 1.A.Muthupriya - III B.Com(CA) - University Ball Badminton Player 2. G.LakshmiNaveena Shree - III BCA - University Table Tennis Player 3. V.Shalini - II B.Sc., Physics - University Table Tennis Player	<ul style="list-style-type: none"> The committee congratulated
Appreciating the achievements of the faculty members	<p>Dr. R.Poongkuzhali informed that Dr. G. Gomathy was recognized as research supervisor by the Alagappa University, Karaikudi</p> <p>Ms. N.Gomathi informed that Dr. R.Anbuselvi has received Ph.D from Madurai Kamaraj University, Madurai</p>	<ul style="list-style-type: none"> The committee congratulated the staff
Cherishing the activities of the career guidance and placement cell	Ms. K.Sudharani presented the list of on campus recruitment drives conducted by various organizations and the provisionally selected list of candidates in the drives	<ul style="list-style-type: none"> The committee congratulated and appreciated the placement cell
Establishing the skill development centre at our college by the ICT Academy	Dr. R.Rajarajeswari, Principal proudly announced that our college has been selected as skill development centre for the Sivagangai region by the ICT Academy	<ul style="list-style-type: none"> Appreciated by the committee and congratulated the efforts of the ICTACT coordinator Ms. K.Mahalakshmi

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	<i>R Rajarajeswari</i>
Ms. K.Sudharani	Coordinator	<i>Sudharani</i>
Ms. R. Kalaivani	Technical Coordinator	<i>R Kalaivani</i>

Name of the Person	Designation	Signature
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	Pitchaikani Prabhakaran
Mr. V.S. Manimaran	President, Maditssia	V.S. Manimaran
Community Representative		
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	V. Vijaya Krishnan
Management Member		
Mr. J. Ashok	Assistant Secretary	J. Ashok
Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	P. Karthiga Devi
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	R. Poongkuzhali
Ms. J. Kavitha	Head, Department of English	J. Kavitha
Ms. C. Ramalakshmi	Head, Department of Mathematics	C. Ramalakshmi
Ms. T.A. Kanmani	Head, Department of Physics	T.A. Kanmani
Ms. K. Mahalakshmi	Head, Department of Information Technology	K. Mahalakshmi
Ms. S. Nithya	Head, Department of Commerce	S. Nithya
Ms. N. Gomathi	Head, Department of Commerce (CA)	N. Gomathi
Administrative Staff		
Ms. N. Indu	Office Superintendent	N. Indu
Student Representatives		
Ms. V. Kanagasundaravalli	Union President	V. Kanagasundaravalli

MADURAI SIVAKASI NADARS PIONEER MEENAKSHI WOMEN'S COLLEGE
POOVANTHI
INTERNAL QUALITY ASSURANCE CELL
IQAC MEETING – VI – 15.05.2019
MINUTES OF INTERNAL QUALITY ASSURANCE CELL MEETING

AGENDA

- Recording the activities of the academic year 2018-2019
- External Audit
- Action plan for the academic year 2019-2020

Subject / Issue	Matters Brought Forward By / Suggestions Given By	Outcome of Discussion/Action Taken
Recording the activities of the academic year 2018-2019	Ms. K.Sudharani presented the consolidated report for the academic year 2018-2019	• Recorded with appreciation
External Auditing	Dr. R. Poongkuzhali & Ms. J. Kavitha reported that they have completed the external audit and the report of the external audit was submitted in the IQAC	• The committee appreciated and advised the other departments to complete the external audit
Analyzing the Feedback from the Stakeholders	Ms. C. Ramalakshmi informed the council, based on the feedback of the students, review meeting for the faculty members was conducted	• The committee advised to collect the feedback from the faculty members regarding infrastructure and administration
Conducting Seminar on Intellectual Property Rights	Dr. R. Rajarajeswari, Principal advised the committee to conduct seminar on Intellectual Property Rights in the next academic year (2019 – 2020)	• The committee accepted
Action Plan for the next academic year 2019 – 2020	Dr. R. Rajarajeswari, Principal advised the departments to prepare a sketch of activities for the upcoming academic year	• The committee accepted

Approval of the Minutes by the Members:

Name of the Person	Designation	Signature
Dr. R.Rajarajeswari	Chair Person	<i>R.Rajarajeswari</i>
Ms. K.Sudharani	Coordinator	<i>Sudharani</i>
Ms. R. Kalaivani	Technical Coordinator	<i>R.K.</i>
External Experts		
Ms. Pitchaikani Prabhakaran	Controller of Examination, Sri Kaliswari College, Sivakasi	<i>Pitchaikani Prabhakaran</i>
Mr. V.S. Manimaran	President, Maditssia	<i>V.S. Manimaran</i>
Mr. V. Vijaya Krishnan	Panchayath Chairman, Poovanthi	<i>Vijaya Krishnan</i>
Management Member		
Mr. J. Ashok	Assistant Secretary	<i>J. Ashok</i>
Alumnae Members		
Ms. P. Karthiga Devi	Technical Lead, Wipro Technologies, Coimbatore	<i>P. Karthiga Devi</i>
Internal Members		
Dr. R. Poongkuzhali	Head, Research Department of Tamil	<i>R. Poongkuzhali</i>
Ms. J. Kavitha	Head, Department of English	<i>J. Kavitha</i>
Ms. C. Ramalakshmi	Head, Department of Mathematics	<i>C. Ramalakshmi</i>
Ms. T.A. Kanmani	Head, Department of Physics	<i>T.A. Kanmani</i>
Ms. K. Mahalakshmi	Head, Department of Information Technology	<i>K. Mahalakshmi</i>
Ms. S. Nithya	Head, Department of Commerce	<i>S. Nithya</i>
Ms. N. Gomathi	Head, Department of Commerce (CA)	<i>N. Gomathi</i>
Administrative Staff		
Ms. N. Indu	Office Superintendent	<i>N. Indu</i>
Student Representatives		
Ms. V. Kanagasundaravalli	Union President	<i>V. Kanagasundaravalli</i>