

D.K.M. COLLEGE FOR WOMEN(AUTONOMOUS), VELLORE-I

IQAC MINUTES

Date: 19.01.2021

AGENDA

- To discuss regarding Autonomous extension work.
- To discuss with the IQAC members for suggestions of the autonomy extension work.
- To conduct faculty development program/webinars/workshops to motivate the staff members.
- To motivate the students in NPTEL/Swayam online courses.

MINUTES

The IQAC co-ordinator has discussed the following points with IQAC members.

- It was insisted that department of Chemistry to conduct Webinar with IGCAR.
- All departments were instructed to conduct certificate courses and extension activity programmes for the students development.
- It has been decided that a circular will be sent to all the departments to prepare their department profile for last five years. Evidences are mandatory for every record being placed for audit.
- It is also resolved to conduct demonstration class about creation of Google site for IQAC co-ordinators on 21.1.21 at 10.20 am to 11.30 am and 1.00 pm to 2.00 pm for Day and Evening college respectively.
- It is resolved to arrange meeting with Web committee members on 20.1.21 at 1.30 pm.
- IQAC members are instructed to verify the last four years department profile within 27.1.21.
- Evidences are mandatory for every record being placed for audit.
- It has been decided timing for IQAC members for Day College- 12.30 pm to 2.30 pm and Evening College - 12.00 pm to 2.00 pm.

ACTION TAKEN:

The IQAC members are regularly reminded and instructed to follow up the above suggestions for the preparation of various reports to be submitted in the Autonomous extension committee visit to college.



IQAC Co-ordinator

(Dr. R. Padmaja)



Principal

(Dr.P.N.Sudha)

	Name	Signature
IQAC Committee Members	Dr. V. Rekha	V. Rekha
	Dr. C. Vinothini	C. Vinothini
	Dr. R. Arunadevi	R. Arunadevi
	Dr. T. Gomathi	T. Gomathi
	Mrs. P. Indhumathi	P. Indhumathi
	Ms. D. Aarthi	D. Aarthi
	Ms. R. Chitra	R. Chitra
	Ms. D. Miraceline Susanna	D. Miraceline Susanna
Senior Administrative Officer	Tmt. S. Vasantha	S. Vasantha
Management Representative	Ms. R. Manimegalai	R. Manimegalai
Students Representative	1. Mrs. K. Indhumathi -UG Chairman (Day)	K. Indhumathi
	2. Ms. R. Jagarakshana Devi-UG Vice Chairman (Day)	R. Jagarakshana Devi
	3. Ms. S. Gayathri-UG Chairman (Evening)	S. Gayathri
	4. Ms. R. Merlin -PG Chairman (Evening)	R. Merlin
Alumnae	Mrs. S. Bommi (Rtd from LIC)	S. Bommi
Industrialist	Mr. P. Sivaraman, Managing Director, Intelli Expert Management Solution Pvt. Ltd Chennai	P. Sivaraman
Local Society	Santhosh Christopher	S. Santhosh Christopher

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
IQAC MINUTES

Date: 22.01.21

AGENDA

- To discuss regarding Autonomous extension work with club co-ordinators.
- To discuss regarding records to be maintained by club co-ordinators.
- To conduct certificate courses, webinars and conferences by the departments.

MINUTES

The IQAC co-ordinator has given the following suggestion to club members.

- Evidences are mandatory for every record being placed for audit from the year 2016 to till date.
- All the records and reports should be sent to the web updation committee before February 1, 2021.
- Activity wise report also prepared.
- In extracurricular activity report along with photos, appreciation or acknowledgement letter should be attached there with.
- Club coordinators have been instructed to follow up to ensure that their outgoing students are filling up the Google forms feedback.
- Alumni and placement record should be submitted with proper evidences like ID card and appointment letters.
- Club coordinators have been instructed to prepare PPT also. That PPT contain innovation, best practices and achievement of the club.
- Department coordinators have been instructed to prepare research mobilization for researchers. All the guides are include the guideship letter in their staff profile.
- Evidences are mandatory for workshop, seminar, and innovative practices. Evidences must contain invitation, participation signature, feedback of resource person and students.
- Update the seminars in web with web committee from 2015-2016 to till date with proper evidence like invitation, report and photo etc.,
- Awards of teachers and achievements details also include the staff profile with certificate.
- Maintain the record for student awards for innovation level.

- Maintain patent file (Only for Zoology and Computer Science)
- Coordinators have been instructed to maintain consultancy file for FST, Food science and psychology department.
- Submit the Xerox copy of linkages and MoUs.
- Extension activity report contain letter from stage holders from the year of 2016 to till date for web updation.
- Maintain the recognition of student for extension activity.
- It was insisted that department of Chemistry, Biochemistry and Commerce to conduct certificate course/webinar/workshops.
- It was insisted that department of Physics to conduct national science day.

ACTION TAKEN:

The committee club coordinators are regularly advised and instructed to follow up the above suggestions for the preparation of various reports to be submitted in the Autonomous extension committee visit to college. Club coordinators are remained to conduct more number of campus interviews.



IQAC Co-ordinator

(Dr. R. Padmaja)


Principal

	Name	Signature
IQAC Committee Members	Dr. V. Rekha	V. Rekha
	Dr. C. Vinothini	P. Vinothini
	Dr. R. Arunadevi	P. Arunadevi
	Dr. T. Gomathi	P. Gomathi
	Mrs. P. Indhumathi	P. Indhumathi
	Ms. D. Aarthi	D. Aarthi
	Ms. R. Chitra	R. Chitra
	Ms. D. Miraceline Susanna	D. Miraceline Susanna
Senior Administrative Officer	Tmt. S. Vasantha	S. Vasantha
Management Representative	Ms. R. Manimegalai	R. Manimegalai
Students Representative	1. Mrs. K. Indhumathi -UG Chairman (Day)	K. Indhumathi
	2. Ms. R. Jagarakshana Devi-UG Vice Chairman (Day)	R. Jagarakshana Devi
	3. Ms. S. Gayathri-UG Chairman (Evening)	S. Gayathri
	4. Ms. R. Merlin -PG Chairman (Evening)	R. Merlin
Alumnae	Mrs. S. Bommi (Rtd from LIC)	S. Bommi
Industrialist	Mr. P. Sivaraman, Managing Director, Intelli Expert Management Solution Pvt. Ltd Chennai	P. Sivaraman
Local Society	Santhosh Christoper	S. Santhosh Christoper

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
IQAC – MINUTES OF THE MEETING

22.01.21

AGENDA

- To discuss regarding Autonomous extension work with club co-ordinators.
- To discuss regarding records to be maintained by club co-ordinators.

RESOLUTIONS:

The IQAC co-ordinator has given the following suggestion to club members.

- Evidences are mandatory for every record being placed for audit from the year 2016 to till date.
- All the records and repots should be sent to the web updation committee before February 1, 2021.
- Activity wise report also prepared.
- In extracurricular activity report along with photos, appreciation or acknowledgement letter should be attached there with.
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- Alumni and placement record should be submitted with proper evidences like ID card and appointment letters.
- Club coordinators have been instructed to prepare PPT also. That PPT contain innovation, best practices and achievement of the club.

Action Taken:

The committee club coordinators are regularly advised and instructed to follow up the above suggestions for the preparation of various reports to be submitted in the Autonomous extension committee visit to college. Club coordinators are remained to conduct more number of campus interviews.

R.P.
22/01/21
IQAC Co-ordinator

P.V.
22/1/2021
Principal

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha	<i>V. Rekha</i>	5.	Mrs.P. Indhumathi	
2.	Dr. C. Vinothini	<i>Vinith</i>	6.	Ms. D. Aarthi	<i>Ath</i>
3.	Dr. R. Arunadevi	<i>R. Arunadevi</i>	7.	Ms. R. Chitra	<i>R. Chitra</i>
4.	Dr. T. Gomathi	<i>Gomathi</i>	8.	Ms. D. Miracline Susanna	<i>D. Miracline</i>

D.K.M. College for Women
Club co-ordinator meeting

22.01.21

S.No	Name of the Staff	Department	Signature
1.	Dr. N. Jabena Begum (Robotics co-ordinator)	Physics	N. Jabena Begum 22/01/2021
2.	Dr. L. Chinnaiyandurai [RRC]	BOTANY	L. Chinnaiyandurai 22/1/2021
3.	Dr. M. Manimayandi (WDC)	English	M. Manimayandi 22.1.2021
4.	Dr. G. Sujatha (ALUMIE)	Tamil	G. S. 22/1/2021
5.	Dr. M. Jayasudha (NSS)	Economics	M. Jayasudha 22.1.2021
6.	Dr. V. Kireethiga (NSS)	Zoology	V. Kireethiga 22/1/21.
7.	Mrs. M. Gayathri (NCC)	ENGLISH	M. Gayathri 22/1/21
8.	Dr. A. Ananthavalli	History	A. Ananthavalli 22/1/21
9.	Mrs. S. Jayanthi	History	S. Jayanthi 22/1/2021
10.	Dr. D. SASIKALA	Zoology.	D. Sasikala 22/1/2021

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1

IQAC – MINUTES OF THE MEETING

22.01.21

AGENDA

- To discuss regarding Autonomous extension work with web committee members.
- To discuss regarding records to be maintained by web committee members.

RESOLUTIONS:

The IQAC co-ordinator has given the following suggestion to web committee members for web updation.

- ❖ Web committee members have been instructed to submit committee minutes of meetings for web updation.
- ❖ To check AQAR report.
- ❖ Update the last five year examination time table and results.
- ❖ Maintain records for the collection of fee details for last five years.
- ❖ Update the placement and Alumni details.


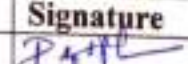
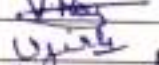


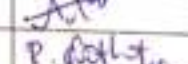
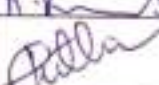
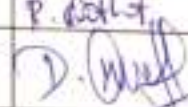
Action Taken:

The web committee members are regularly advised and instructed to follow up the above resolutions for the preparation of various reports to be submitted in the Autonomous extension committee visit to college. They are instructed to verify the AQAR report and last five years examination time table with results.


IQAC Co-ordinator


Principal

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha		5.	Mrs.P. Indhumathi	
2.	Dr. C. Vinothini		6.	Ms. D. Aarthi	
3.	Dr. R. Arunadevi		7.	Ms. R. Chitra	
4.	Dr. T. Gomathi		8.	Ms. D. Miracline Susanna	

web Committee meeting

Name of the Staff	Department	Signature	
1. Dr. T. BHARTIJA	Commerce	Dr. T. Bhartiya 22/1/21	
2. Dr. N. Nithya Priya	Mathematics	Dr. N. Nithya Priya 22/1/21	
3. Mrs. B. Anusui	Computer Science	B. Anusui 22/1/21	
4. Dr. T. Geemathi	Chemistry	Dr. T. Geemathi 22/1/21	

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
IQAC – MINUTES OF THE MEETING

05.02.21

AGENDA

- To discuss regarding Autonomous extension work with all the club coordinators.
- To discuss regarding records to be maintained by committee.


RESOLUTIONS:

The Principal and IQAC co-ordinator has given the following suggestion to committee coordinators for Autonomous extension work.

- All the committee coordinators have instructed to prepare their activity proofs.
- Grievance cell committee instructed to prepare their details with proper evidence.
- To update their department details till date.
- Student development and welfare committee instructed to maintain their records with proper evidences.
- Internal and External audit is mandatory for the institution.
- Career and placement cell have been instructed to conduct more number of programmes and improve the student placement.
- Alumni association has been instructed to maintain Alumni details with evidences.
- PTA meeting will be conducted to after I CA.
- Institution innovation cell, NISP, EDP, RED cell and Women development cell have been instructed to improve the placement of students.
- Health care and development committee to maintain their records.
- Improve the staff and students strength in online certificate courses.

Action Taken:

The committee coordinators are regularly reminded and instructed to follow the above resolutions for the preparation of various reports to be submitted in the Autonomous extension committee visit to college.


IQAC Co-ordinator


Principal

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha		5.	Mrs.P. Indhumathi	
2.	Dr. C. Vinothini		6.	Ms. D. Aarthi	
3.	Dr. R. Arunadevi		7.	Ms. R. Chitra	
4.	Dr. T. Gomathi		8.	Ms. D. Miraciline Susanna	

D.K.M College for Women (Autonomous), Vellore

IQAC Meeting - Attendance

A meeting is organized on 05.02.2021 with Principal and IQAC Committee to discuss the presentation of committee minutes from the year 2015-16 to 2020-21 at 1.30 p.m

S.No	Name of the staff	Name of the Committee	Signature
1.	Dr. N. Nagarathin	Admission Committee	M. Nagarathin
2.	Dr. A. Amirthavalli	Placement & IC & Grievance Cell	Dr. A. Amirthavalli 5/2/21
3.	Dr. D. SASIKALA	PTA	G. Sankar
4.	Dr. J. SHANTHI	Library Committee	J. Shanthi
5.	Dr. G. Sujatha	Alumni	G. Sujatha
6.	Dr. A. Sudarshan	Student Welfare Committee	A. Sudarshan
7.	Dr. S. Sasikala	WDC	S. Sasikala
8.	Dr. N. Jagan, Begum	Research, Extra Curricular	N. Jagan
9.	Dr. A. Venkatesh	Staff Development	Vinayachandran
10.	Mrs. Ramya D	Staff Development/RR	Ramya D
11.	Mrs. S. Indragandhi	PIA	S. Indragandhi
12.	Mrs. M. Angelin Nerus	Alumina	M. Angelin Nerus
13.	Mrs. P. R. Thilagarathi	Library Committee	P. R. Thilagarathi
14.	Dr. V. Prabha	Admission Committee	V. Prabha
15.	Mrs. A. BARATHI	WOMEN DEVELOPMENT CELL	A. Barathi
16.	Dr. J. Hemapriya	Extracurricular & Research Committee	J. Hemapriya
17.	Mrs. J. SARANYA	MHRD	J. Saranya
18.	Mrs. R. Srinivas Selva	Grievance & Health	R. Srinivas Selva
19.	Mrs. R. CHITHRA	IQAC CELL	R. Chithra
20.	Mrs. Anitha D	Student Welfare Committee	A. Anitha D
21.	Dr. A. VIDHYA	Curriculum devlop cell & Planning & Execution Comm	A. Vidhya

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1

IQAC – MINUTES OF THE MEETING

08.02.21

AGENDA

- To discuss regarding Autonomous extension work with IQAC members.
- To discuss regarding records to be maintained and updated by IQAC members.

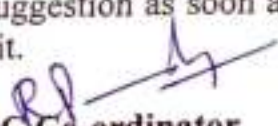
RESOLUTIONS:

The IQAC co-ordinator has suggested the following points with IQAC members.

- IQAC members have been instructed to collect and check the details about Animal house and placement cell.
- Dr. V. Rekha and Dr. C. Vinothini have been instructed to check the all departmental mail id.
- Dr. R. Arunadevi has been instructed to prepare staff appraisal form for the year of 2020-2021.
- IQAC members have been advised to edit the AQAR.
- Dr. R. Arunadevi has been instructed to check the all the departments sent to their departmental profile to NAAC mail id for the year of 2019-2020 to till now.
- IQAC coordinator was fix the date for inter audit. Internal audit will be conducted on 25.02.21 to 27.02.21.
- IQAC members have been remained to check the departmental programs are updated in our college website.
- IQAC members have been advised to check Google site link for all the staff members.
- IQAC coordinator planned to conduct FDP.
- Clubs also updated their programs in our college website.

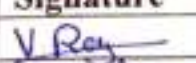
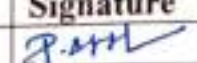
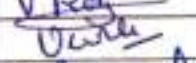

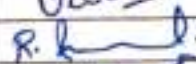
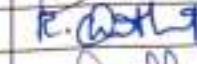

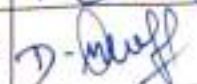
Action Taken:

IQAC coordinator planned to conduct the meeting with web committee for web updation on 09.02.21. IQAC coordinator has been advised to the IQAC members to follow and implement the above suggestion as soon as possible. IQAC coordinator has been prepared the schedule for internal audit.


IQAC Co-ordinator


Principal

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha		5.	Mrs. P. Indhumathi	
2.	Dr. C. Vinothini		6.	Ms. D. Aarthi	
3.	Dr. R. Arunadevi		7.	Ms. R. Chitra	
4.	Dr. T. Gomathi		8.	Ms. D. Miracline Susanna	

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1

IQAC – MINUTES OF THE MEETING

22.02.21

AGENDA

- To discuss regarding Autonomous extension work with IQAC members.
- To discuss regarding external audit.

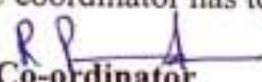
RESOLUTIONS:

The IQAC co-ordinator has suggested the following points with IQAC members.

- IQAC coordinator planned to conduct separate audit for clubs.
- IQAC members have been instructed to collect API form for the year 2019-2020.
- Dr. R. Arunadevi has instructed to consolidate the overall college student's feedback.
- IQAC members have been instructed to send the reminder message for SSS.
- Internal audit planned to conduct at IQAC room.
- IQAC members have been instructed to collect the model for organizational structure and learning management for various colleges.

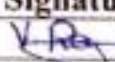

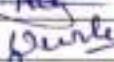

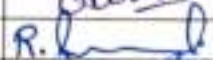


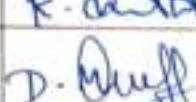
Action Taken:

IQAC coordinator planned to conduct the separate audit for clubs, IQAC coordinator has been advised to the IQAC members to follow and implement the above instructions as soon as possible. IQAC coordinator has to be preparing the schedule for clubs internal audit.


IQAC Co-ordinator


Principal

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha		5.	Mrs.P. Indhumathi	
2.	Dr. C. Vinothini		6.	Ms. D. Aarthi	
3.	Dr. R. Arunadevi		7.	Ms. R. Chitra	
4.	Dr. T. Gomathi		8.	Ms. D. Miraceline Susanna	

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
IQAC – MINUTES OF THE MEETING

22.02.21

AGENDA

- To discuss regarding Autonomous extension work with IQAC coordinators and members.
- To discuss regarding internal audit and autonomous extension work.

RESOLUTIONS:

The Principal has suggested the following instructions with IQAC coordinator and members.

- To prepare green audit report for this year
- To upload research policy in our college website.
- IQAC members have been instructed to update the organogram
- To upload fee structure in college website.
- To upload learning management system in website.
- To upload programme outcomes, programme specific outcomes by each department.
- IQAC coordinators has been instructed to check the extension activity records with proof.
- To check Ph.D, RC and OP, MOOC courses and NPTEL of the faculty.
- Research achievement proofs should contain M.Phil & Ph.D produced by the faculty, research activities, best poster presentation, projects applied, resource person and chair person by faculties and funded conference and projects.
- To upload admission procedure and faculty appointment.
- Name board for classrooms.
- To upload e-resources.
- Recreation and clubs for faculty.
- To check Napkin incinerator.

Action Taken:

IQAC coordinator has been instructed to the IQAC members to follow and implement the above instructions as soon as possible. IQAC coordinator planned to conduct meeting with web committee and club coordinator for the implementation of above suggestions.


IQAC Co-ordinator


Principal
Principal
D.K.M. COLLEGE FOR WOMEN
(AUTONOMOUS),
VELLORE - 632 001.

IQAC Members:

S. No	Name	Signature	S.No	Name	Signature
1.	Dr. V. Rekha	V. Rekha	5.	Mrs.P. Indhumathi	P. Indhumathi
2.	Dr. C. Vinothini	C. Vinothini	6.	Ms. D. Aarthi	D. Aarthi
3.	Dr. R. Arunadevi	R. Arunadevi	7.	Ms. R. Chitra	R. Chitra
4.	Dr. T. Gomathi	T. Gomathi	8.	Ms. D. Miracline Susanna	D. Miracline Susanna

D.K.M. COLLEGE FOR WOMEN(AUTONOMOUS), VELLORE-1

IQAC MINUTES

Date: 26.02.2021

AGENDA

- To discuss regarding Autonomy visit with IQAC coordinators and members.
- To discuss regarding records to be maintained and updated by each departments.
- To discuss about apply for IQA and preparation of SSR.
- To conduct faculty development program/webinars/workshops to motivate the staff members.
- To motivate the students in NPTEL/Swayam online courses.
- To motivate the students in participation of seminars/webinars/workshops and cultural.

MINUTES

- The departments should prepare the department profile with proofs for the academic year 2016-2017 to 2020-2021.
- Staff in charge was allotted for each criterion for consolidation.
- IQAC members are asked to prepare the circular API for the year 2020-2021.
- IQAC members were instructed to prepare students Satisfactory Survey and staff feedback for academic year 2020-2021.
- IQAC members were instructed to apply for IQA before first week of April and preparation of SSR followed by it.
- Autonomy interim report preparation was discussed.
- IQAC members are asked to check the all IQAC files which are required for audit.
- Departments were asked to prepare departments and laboratories to take geo-tagged photos.
- Instruction was given to the web updation committee to update website.
- It was insisted that department of English, Zoology and Commerce to conduct certificate course/webinar/workshops.

ACTION TAKEN

IQAC coordinator insisted the IQAC members to follow and implement the above instructions as soon as possible. The IQAC coordinator took charge of preparing the circular for API for the academic year 2020-2021 and. Dr. R. Arunadevi and Mrs. P. Indhumathi has been instructed to sent the link for feedback for the final year students.



IQAC Co-ordinator

(Dr. R. Padmaja)


Principal

	Name	Signature
IQAC Committee Members	Dr. V. Rekha	V. Rekha
	Dr. C. Vinothini	C. Vinothini
	Dr. R. Arunadevi	R. Arunadevi
	Dr. T. Gomathi	T. Gomathi
	Mrs. P. Indhumathi	P. Indhumathi
	Ms. D. Aarthi	D. Aarthi
	Ms. R. Chitra	R. Chitra
	Ms. D. Miraceline Susanna	D. Miraceline Susanna
Senior Administrative Officer	Tmt. S. Vasantha	S. Vasantha
Management Representative	Ms. R. Manimegalai	R. Manimegalai
Students Representative	1. Mrs. K. Indhumathi -UG Chairman (Day)	K. Indhumathi
	2. Ms. R. Jagarakshana Devi-UG Vice Chairman (Day)	R. Jagarakshana Devi
	3. Ms. S. Gayathri-UG Chairman (Evening)	S. Gayathri
	4. Ms. R. Merlin -PG Chairman (Evening)	R. Merlin
Alumnae	Mrs. S. Bommi (Rtd from LIC)	S. Bommi
Industrialist	Mr. P. Sivaraman, Managing Director, Intelli Expert Management Solution Pvt. Ltd Chennai	P. Sivaraman
Local Society	Santhosh Christoper	S. Santhosh Christoper

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1

IQAC MINUTES

Date: 29.03.21

AGENDA

- To discuss regarding Autonomous extension work with staff members.
- To discuss regarding external audit.
- To conduct online quiz, revenue generation programs and International/National conferences.
- To register the MoUs with National and International Industries/agencies.

MINUTES

The Principal has suggested the following points with staff members.

- The entire staff member has been instructed to present in the camps sharply at 8.30 am.
- All the staff members are suggested to adjust the class instead of those staff in leave.
- Autonomous visit planned to conduct 19th and 20th April 2021; hence all the departments are requested to update the reports till date.
- All the departments are instructed to prepare their Innovation/achievements/best practices for their departments.
- All the departments to maintain the proof for records.
- The separate audit to be conducted for club and committees.
- Staffs are instructed to prepare proof for Awards received by institute or agency.
- It was insisted that department of Tamil, English, Food and Nutrition, Zoology and Commerce to conduct certificate course/webinar/workshops.
- Extension and outreach activity report contain whether its collaboration is nongovernmental or panchayat like that.
- Staff should have appreciation certificate for acting as a chair person.
- MoUs must with collaborators.
- Staff members are instructed to submit report for student's supportive action.
- Library visit is must for students.
- Staff members are instructed to prepare extra credit report.

The following programs were conducted by the departments as initiated by IQAC during the academic year 2020-21

S.No.	Department	Date	Activity
1.	Biochemistry	22.02.2021	Webinar on role of Biochemist in health care management during COVID pandemic.
2.	Biotechnology	14.06.2020,28.07.2020,	World Blood Donor day, World Hepatitis day
3.	Chemistry	21.01.2021	Webinar IGCAR- Need For Nuclear Energy
4.	Chemistry	18.02.2021	Webinar- Conducting Polymers and their Applications
5.	Chemistry	19.02.2021	Hands on training cum workshop- Detection of food adulterants
6.	English	27.2.21 & 9.3.21	Model United Nations- DKMC- MUN
7.	English	1.03.2021	Awareness walk -Women's Empowerment and Child Abuse.
8.	Food and Nutrition	25/02/2021	Webinar on "Renal Diseases" Revenue generation- Food carnival, Food preservation training program
9.	Commerce	22.03.2021	Income Generating Programme
10.	Commerce	22.02.2021 to 17.03.2021 18.03.2021	Salesmanship - Theory Classes -Training Session in Pachaiyappas
11.	Commerce	18.02.2021	Conference- Women Health, Wealth and Entrepreneurship
12.	Tamil	17/02/2021, 18/02/2021	Reader's circle-Literature Tamil Human Library-Varalathu Thamizh
13.	Physics	22.02.2021	Webinar-Role of Physics in Science and Technology Development

			National science day
14.	Zoology	1 st week of October	Wildlife week celebration
15.	Zoology	30.03.2021	Lecture Workshop-Intellectual Property Rights

- Anti-ragging cell instructed to send the notice to the students.
- Web committee members have been instructed to upload e-content and video lecture at our college website.
- Club coordinators have been instructed to follow up to ensure that their outgoing students are filling up the Google forms feedback.
- Alumni and placement record should be submitted with proper evidences like ID card and appointment letters.

ACTION TAKEN:

IQAC coordinator insisted the IQAC members to follow and implement the above instructions as soon as possible. IQAC coordinator has planned to conduct separate visit for clubs and committees. Staff members are instructed to prepare their proof for research activity.



IQAC Co-ordinator

(Dr. R. Padmaja)



Principal

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IQAC Co-ordinator

(Dr. R. Padmaja)



Principal

	Name	Signature
IQAC Committee Members	Dr. V. Rekha	V. Rekha
	Dr. C. Vinothini	C. Vinothini
	Dr. R. Arunadevi	R. Arunadevi
	Dr. T. Gomathi	T. Gomathi
	Mrs. P. Indhumathi	P. Indhumathi
	Ms. D. Aarthi	D. Aarthi
	Ms. R. Chitra	R. Chitra
	Ms. D. Miraceline Susanna	D. Miraceline Susanna
Senior Administrative Officer	Tmt. S. Vasantha	S. Vasantha
Management Representative	Ms. R. Manimegalai	R. Manimegalai
Students Representative	1. Mrs. K. Indhumathi -UG Chairman (Day)	K. Indhumathi
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