



IDHAYA COLLEGE FOR WOMEN, KUMBAKONAM

(Run by Immaculate Sisters)

Internal Quality Assurance Cell

Academic Year 2020 – 2021




Circular


Date : 20.08.2020

Internal Quality Assurance Cell (IQAC) meeting is arranged on 21.08.2020 through Google Meet. All the members of IQAC are requested to attend the meeting at 10.00 a.m. The points to be discussed in the meeting are as follows

Agenda for the Meeting

- Prayer
- Online Admission
- Online Teaching
- Webinars
- Faculty Development Programme
- Continuous Internal Assessment Examination
- M.Phil Thesis Submission
- Website Updation


IQAC Coordinator
(Dr. C. Premila Rosy)
IQAC Coordinator
Idhaya College For Women
Kumbakonam - 612 001


IQAC Chairperson
(Rev. Sr. Dr. Eugin Amala)
IQAC-Chairperson
Idhaya College For Women
Kumbakonam - 612 001



IDHAYA COLLEGE FOR WOMEN, KUMBAKONAM

(Run by Immaculate Sisters)

Internal Quality Assurance Cell

Academic Year 2020 – 2021



Minutes of the Meeting of the members of the IQAC held on 21.08.2020

Venue : Online Mode



Time : 10.00 a.m.

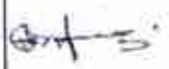



The 1st meeting of the Internal Quality Assurance Cell for the academic year 2020 – 2021 was held on 21.08.2020 at 10.00 a.m. through Google Meet.

Plan of Action	Action Taken Report on the IQAC meeting held on 21.08.2020
Concentrate on admission through online due to pandemic.	Admitted first year students through online.
To discuss about equipping Teaching Staff for Online Teaching and conduct Webinars for Effective Online Teaching Techniques for Staff members.	Conducted Webinars for Faculties to equip them in Effective Online Teaching Techniques.
To organise webinars on latest trends during COVID pandemic.	Organised webinars on latest trends, Impact of COVID - 19 on personal finances, digital transformation during COVID-19 pandemic.
To conduct Faculty Development Programme.	Conducted an FDP on Online Teaching and Learning Techniques.
To conduct the Continuous Internal Assessment Examination.	Continuous Internal Assessment Examination was conducted from 5 th October 2020 onwards.

Concentrate on M.Phil thesis submission.	M.Phil thesis was submitted to the University before 30 th October 2020.
To update the College Website.	Updated the College Website.

Members Present

S.No	Name	Designation	Signature
1	Rev. Sr. Dr. Eugin Amala	Principal, IQAC Chairperson	
2	Mrs. G. Nirmala Martin	Staff Secretary (Teacher Representative)	
3	Dr. Lidwina E. Pereira	Assistant Professor & Head – English (Teacher Representative)	
4	Dr. V. Mahalakshmi	Assistant Professor & Head – Commerce (Teacher Representative)	
5	Dr. R. Krishnaveni	Assistant Professor & Head – Microbiology (Teacher Representative)	
6	Mrs. M.A. Shanthi	Assistant Professor & Head – Information Technology (Teacher Representative)	
7	Dr. R. Kanimozhi	Assistant Professor & Head – Computer Applications (Teacher Representative)	
8	Mrs. K. Latha	Librarian (Teacher Representative)	
9	Rev. Sr. Dr. Lourdu Mary	Member from the Management	
10	Rev. Sr. Antoniammal	Senior Administrator	
11	Adv. J. Pugazhendhi	Advocate – Nominee from Local Society	
12	Dr. K. Bhuvaneswari	Nominee from the Alumni	
13	Ms. N.S. Ponezhini	Nominee from the Student	
14	Ms. P. Parkavi	Nominee from the Student	

15	Mr. D. Domnic Varapasatham	Correspondent, Nirmala High School, (Nominee from the Employer)	
16	Mr. I.C. Charles	Proprietor, DICE Institute, (Nominee from the Industrialist)	
17	Dr. A. John Merina	Principal, (Rtd.) Govt. Women's College, Kumbakonam. (Nominee from the Stakeholder)	
18	Dr. C. Premila Rosy	Assistant Professor & Head - Computer Science & IQAC Coordinator	



**IQAC Coordinator
(Dr. C. Premila Rosy)**

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Idhaya College For Women
Kumbakonam - 612 001**




**IQAC Chairperson
(Rev. Sr. Dr. Eugin Amala)**

**IQAC-Chairperson
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IDHAYA COLLEGE FOR WOMEN, KUMBAKONAM

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Internal Quality Assurance Cell

Academic Year 2020 – 2021



Circular

Date : 31.10.2020

Internal Quality Assurance Cell (IQAC) meeting is arranged on 02.11.2020 through Google Meet. All the members of IQAC are requested to attend the meeting at 10.00 a.m. The points to be discussed in the meeting are as follows

Agenda for the Meeting

- Prayer
- Review of Previous Meeting
- Bio-Data for First year
- Staff Research and Development
- Online classes for students
- Feedback from Stakeholders
- University Practical Examination
- Faculty Development Programme
- Road Safety Week
- POs, PSOs & COs
- IECD Examination
- National Science Day

IQAC Coordinator

(Dr. C. Premila Rosy)

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Academic Year 2020 – 2021



Minutes of the Meeting of the members of the IQAC held on 02.11.2020

Venue : Online Mode

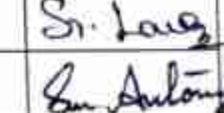
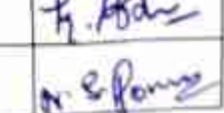

Time : 10.00 a.m.

The 2nd meeting of the Internal Quality Assurance Cell for the academic year 2020 – 2021 was held on 02.11.2020 at 10.00 a.m. through Google Meet.

Plan of Action	Action Taken Report on the IQAC meeting held on 02.11.2020
To analyze the previous meeting.	The Coordinator read and confirmed the minutes of the previous meeting.
To update the first year Bio-Data to Bharathidasan University Website.	Updated the First year Bio-Data to University website on 25 th November 2020.
To motivate the Staff to publish papers and to register Ph.D.	Faculties published papers and motivated the Faculties to register Ph.D.
To conduct online classes for students.	Conducted online classes for students, guidelines for online teaching and procurement of learning management system for online classes are brainstormed.
Feedback from stakeholders will be collected.	Analyzed and reviewed the Feedback from stakeholders.
University Practical Examination for students will be conducted.	Conducted the University Practical Examination for the students.
To conduct Faculty Development Programme.	Faculty Development Programme was conducted on 20.01.2021 & 21.01.2021.

Planned to celebrate Road Safety Week.	Celebrated the Road Safety Week. A debate was conducted on the topic "Saalaiyil Vegam Avasthaye! Avasiyame!" on 11 th Feb 2021.
Framing and attainment of POs, PSOs & COs.	Framed and attained POs, PSOs & COs.
IECD Examination will be conducted.	IECD Examination was conducted on 26 th February 2022.
Each Science Department to conduct an event for National Science Day.	National Science Day was celebrated on 28.02.2021.

Members Present

S.No	Name	Designation	Signature
1	Rev. Sr. Dr. Eugin Amala	Principal, IQAC Chairperson	
2	Mrs. G. Nirmala Martin	Staff Secretary (Teacher Representative)	
3	Dr. Lidwina E. Pereira	Assistant Professor & Head – English (Teacher Representative)	
4	Dr. V. Mahalakshmi	Assistant Professor & Head – Commerce (Teacher Representative)	
5	Dr. R. Krishnaveni	Assistant Professor & Head – Microbiology (Teacher Representative)	
6	Mrs. M.A. Shanthi	Assistant Professor & Head – Information Technology (Teacher Representative)	
7	Dr. R. Kanimozhi	Assistant Professor & Head – Computer Applications (Teacher Representative)	
8	Mrs. K. Latha	Librarian (Teacher Representative)	
9	Rev. Sr. Dr. Lourdu Mary	Member from the Management	
10	Rev. Sr. Antoniammal	Senior Administrator	
11	Adv. J. Pugazhendhi	Advocate – Nominee from Local Society	Absent
12	Dr. K. Bhuvaneshwari	Nominee from the Alumni	
13	Ms. N.S. Ponezhini	Nominee from the Student	

14	Ms. P. Parkavi	Nominee from the Student	<i>P. Parkavi</i>
15	Mr. D. Dominic Varapasatham	Correspondent, Nirmala High School, (Nominee from the Employer)	<i>D. Dominic</i>
16	Mr. I.C. Charles	Proprietor, DICE Institute, (Nominee from the Industrialist)	<i>I.C. Charles</i>
17	Dr. A. John Merina	Principal, (Rtd.) Govt. Women's College, Kumbakonam. (Nominee from the Stakeholder)	<i>A. John Merina</i>
18	Dr. C. Premila Rosy	Assistant Professor & Head – Computer Science & IQAC Coordinator	<i>C. Premila Rosy</i>

C. Premila Rosy

**IQAC Coordinator
(Dr. C. Premila Rosy)**

**IQAC Coordinator
Idhaya College For Women
Kumbakonam - 612 001**



Sr. Dr. Eugin Amala

**IQAC Chairperson
(Rev. Sr. Dr. Eugin Amala)**

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IDHAYA COLLEGE FOR WOMEN, KUMBAKONAM

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Internal Quality Assurance Cell

Academic Year 2020 – 2021




Circular


Date : 22.02.2021

Internal Quality Assurance Cell (IQAC) meeting is arranged on 23.02.2021 through Google Meet. All the members of IQAC are requested to attend the meeting at 12.00 p.m. The points to be discussed in the meeting are as follows

Agenda for the Meeting

- Prayer
- Review of Previous Meeting
- Graduation Day
- Women's Day
- University Internal Assessment Mark Statement
- Slow learners and advance learners
- Lockdown activities
- NAAC Criteria works
- PTA Meeting
- Alumni Meet
- Internship Programme
- Students Result Analysis
- Criteria I, II & III data collection
- Website Updation
- Continuous Internal Assessment
- Teaching Learning Process
- NAAC Internal Audit
- Virtual Faculty Development Programme
- MOU / Linkage / Collaboration


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Internal Quality Assurance Cell

Academic Year 2020 – 2021



Minutes of the Meeting of the members of the IQAC held on 23.02.2021

Venue : Online Mode

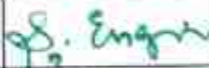
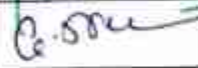
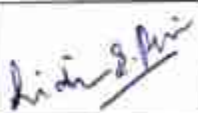
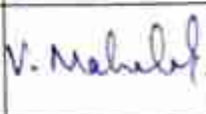
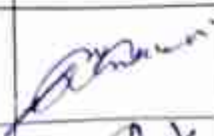
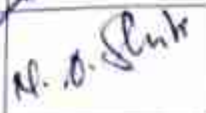
Time : 12.00 p.m.

The 3rd meeting of the Internal Quality Assurance Cell for the academic year 2020 – 2021 was held on 23.02.2021 at 12.00 p.m. through Google Meet.

Plan of Action	Action Taken Report on the IQAC meeting held on 23.02.2021
To analyze the previous meeting.	The Coordinator read and confirmed the minutes of the previous meeting.
Discussed about postponed Graduation Day of 25.03.2020	Postponed Graduation Day was conducted on 05.03.2021
To Conduct a Marathon to commemorate Women's day	Veera Pengal Marathon was conducted for Women's Day Celebration.
University Internal Assessment Mark Statement will be submitted.	Submitted the University Internal Assessment Mark Statement.
To concentrate on slow learners and advance learners.	Provided the remedial classes for slow learners to help them to score pass marks. Motivated the advance learners to get University Ranks and Research oriented activities. Attendance can be maintained.
Lockdown activities of both Staff and Students should be collected.	Collected and filed the Lockdown activities of both Staff and Students.
NAAC Criteria works to be explained by IQAC Coordinator.	Discussed about the Templates, Checklists, Email ID's for each Criterion and scanning of Documents.
Online PTA meeting will be conducted.	Online PTA meeting was conducted on 10.04.2021.
To discuss about conducting Alumnae Meeting through online mode.	Idhaya Family Alumni Association Meet was conducted on 20.04.2021.

To concentrate on Internship.	Internship Programme was conducted.
To gather the results of the students for Result Analysis.	The results of the students were collected by all departments. Extra classes were planned for students who received lower grades.
To discuss collection of data regarding the upcoming NAAC works.	Collected the data regarding the upcoming NAAC works.
To update the Website for easy access to the students.	Website has been upgraded to page responsive mode for easy access of the students and makes it mobile friendly.
Planned to conduct Continuous Internal Assessment.	Continuous Internal Assessment Examination was conducted.
Due to the COVID -19 pandemic, the teaching learning process will be conducted through online	The teaching learning process was converted to online mode.
To conduct NAAC Internal Audit.	Conducted the Internal Audit for NAAC files on 12.04.2021.
Virtual Faculty Development Programme will be conducted.	Virtual Faculty Development Programme was conducted on 24.05.2021.
MOU / Linkages/ Collaboration should be prepared for all the Department activities.	Prepared the MOU / Linkages/ Collaboration for all the Department activities.

Members Present

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1	Rev. Sr. Dr. Eugin Amala	Principal, IQAC Chairperson	
2	Mrs. G. Nirmala Martin	Staff Secretary (Teacher Representative)	
3	Dr. Lidwina E. Pereira	Assistant Professor & Head – English (Teacher Representative)	
4	Dr. V. Mahalakshmi	Assistant Professor & Head – Commerce (Teacher Representative)	
5	Dr. R. Krishnaveni	Assistant Professor & Head – Microbiology (Teacher Representative)	
6	Mrs. M.A. Shanthi	Assistant Professor & Head – Information Technology (Teacher Representative)	

7	Dr. R. Kanimozhi	Assistant Professor & Head – Computer Applications (Teacher Representative)	<i>R. Kanimozhi</i>
8	Mrs. K. Latha	Librarian (Teacher Representative)	<i>K. Latha</i>
9	Rev. Sr. Dr. Lourdu Mary	Member from the Management	<i>Rev. Sr. Dr. Lourdu Mary</i>
10	Rev. Sr. Antoniammal	Senior Administrator	<i>Rev. Sr. Antoniammal</i>
11	Adv. J. Pugazhendhi	Advocate – Nominee from Local Society	<i>J. Pugazhendhi</i>
12	Dr. K. Bhuvaneshwari	Nominee from the Alumni	<i>K. Bhuvaneshwari</i>
13	Ms. N.S. Ponezhini	Nominee from the Student	<i>N.S. Ponezhini</i>
14	Ms. P. Parkavi	Nominee from the Student	<i>P. Parkavi</i>
15	Mr. D. Dominic Varapasatham	Correspondent, Nirmala High School, (Nominee from the Employer)	<i>D. Dominic Varapasatham</i>
16	Mr. I.C. Charles	Proprietor, DICE Institute, (Nominee from the Industrialist)	<i>I.C. Charles</i>
17	Dr. A. John Merina	Principal, (Rtd.) Govt. Women's College, Kumbakonam. (Nominee from the Stakeholder)	<i>Dr. A. John Merina</i>
18	Dr. C. Premila Rosy	Assistant Professor & Head – Computer Science & IQAC Coordinator	<i>C. Premila Rosy</i>

C. Premila Rosy
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IDHAYA COLLEGE FOR WOMEN, KUMBAKONAM

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Internal Quality Assurance Cell

Academic Year 2020 – 2021



Circular

Date : 04.06.2021

Internal Quality Assurance Cell (IQAC) meeting is arranged on 05.06.2021 through Google Meet. All the members of IQAC are requested to attend the meeting at 11.00 a.m. The points to be discussed in the meeting are as follows

Agenda for the Meeting

- Prayer
- Review of Previous Meeting
- Feedback from all the Stakeholders
- NAAC Internal Audit
- Add on, Value Added & Certificate courses
- Coaching for Competitive Examinations
- Police Cyber Club
- Green and Clean campus
- National / International Level competitions

IQAC Coordinator

(Dr. C. Premila Rosy)

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Academic Year 2020 – 2021



Minutes of the Meeting of the members of the IQAC held on 05.06.2021

Venue : Online Mode

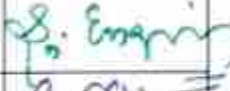


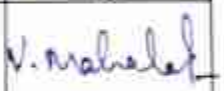


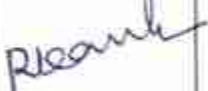
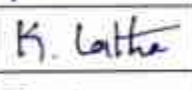
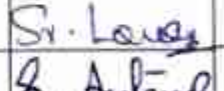
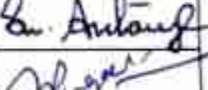
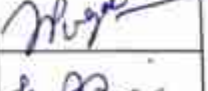
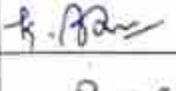
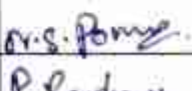
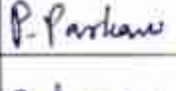

Time : 11.00 a.m.




The 4th meeting of the Internal Quality Assurance Cell for the academic year 2020 – 2021 was held on 05.06.2021 at 11.00 a.m. through Google Meet.


Plan of Action	Action Taken Report on the IQAC meeting held on 05.06.2021
To analyze the previous meeting.	The Coordinator read and confirmed the minutes of the previous meeting.
To collect the Feedback from all the stakeholders.	Feedback was collected from all stakeholders - Parents, Alumni, Teachers and Employers and from students on Teaching learning process, Curriculum and Support Services.
NAAC Internal Audit will be conducted.	NAAC Internal Audit was conducted on 16.07.2021.
To conduct Add on, Value Added & Certificate courses.	Conducted Add on, Value Added & Certificate courses in May & June 2021 department wise.
To develop the skills of students, planned to conduct coaching for Competitive Examinations.	Conducted coaching for Competitive Examinations virtually by Commerce, Mathematics & English departments.
Police Cyber Club inauguration will be conducted.	Police Cyber Club was inaugurated on 29.07.2021.

To maintain a Green and Clean campus.	Initiatives were taken to maintain a Green and Clean campus.
To encourage the sports students to participate in National / International level competitions.	Encouraged the sports students to participate in National / International level competitions and they participated.


Members Present

S.No	Name	Designation	Signature
1	Rev. Sr. Dr. Eugin Amala	Principal, IQAC Chairperson	
2	Mrs. G. Nirmala Martin	Staff Secretary (Teacher Representative)	
3	Dr. Lidwina E. Pereira	Assistant Professor & Head – English (Teacher Representative)	
4	Dr. V. Mahalakshmi	Assistant Professor & Head – Commerce (Teacher Representative)	
5	Dr. R. Krishnaveni	Assistant Professor & Head – Microbiology (Teacher Representative)	
6	Mrs. M.A. Shanthi	Assistant Professor & Head – Information Technology (Teacher Representative)	
7	Dr. R. Kanimozhi	Assistant Professor & Head – Computer Applications (Teacher Representative)	
8	Mrs. K. Latha	Librarian (Teacher Representative)	
9	Rev. Sr. Dr. Lourdu Mary	Member from the Management	
10	Rev. Sr. Antoniammal	Senior Administrator	
11	Adv. J. Pugazhendhi	Advocate – Nominee from Local Society	
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15	Mr. D. Domnic Varapasatham	Correspondent, Nirmala High School, (Nominee from the Employer)	

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