

NO: IQAC-M/2018/08/16

Minutes of Internal Quality Assurance Cell Meeting held in the Principal Room on

16.08.2018 (2018-2019)

Name of the Organization: Government Arts College for Women

: Ramanathapuram

Venue: Principal Room

Date: 16.08.2018

Chair Person: Principal

Members Present: IQAC Members

Members Present:

1.	Dr.S.Geethamanickkanatchiyar (Principal I/C)	Chairperson
2.	M.Muthaleswari, Asst prof in Chemistry	Member
3.	G.Rajesh Kanna, Asst Prof in Electronics	Coordinator
4.	P.Ravi, Asst prof in Computer Science	NAAC Coordinator
5.	Dr.Sakina Salihu, Asst Prof in English	Member
6.	D.Jasmine Guna Sundari, Asst prof in Computer Science	Member
7.	Dr.V.Jenet Y.Selviya, Commerce	Member

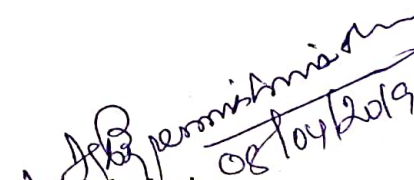
Agenda of the meeting

- 1.Designing and implementing annual plans for institution-level activities for quality enhancement.
- 2.Composition of IQAC & overview of the NAAC process.
- 3.Review the analysis of the academic results and various measures to improve the result.
- 4.Review of the workload distribution and Teaching Plans Resolution.
- 5.Review of placement of students and support in carrier services.
- 6.Introduction of a New Program.
- 7.Updating College website.
- 8.PTA Meeting.
- 9.Apply for AISHE and NIRF.
- 10.Department should collect feedback from the students.
11. Extension Activities(NSS, YRC/RRC,WEC&Consumer Club)


IQAC Coordinator
G.Rajesh Kanna

Date:16.08.2018




Principal
Govt. Arts College for Women
Ramanathapuram - 623 501.
08/08/2018

GOVERNMENT ARTS COLLEGE FOR WOMEN, RAMANATHAPURAM, 623501

Internal Quality Assurance Cell

Academic Year 2018-2019

Then the IQAC coordinator addressed the meeting and presented an action taken report based on the discussions/decisions of the previous meeting.

Mr.G.Rajesh Kanna, IQAC Coordinator reviewed the minutes of the previous meeting held on 16.08.2018

1.All the departments are prepared departmental curriculum plans in a prescribed format and implemented them. (Lesson Plan, Time table, Schedule of internal examination, model examinations, and co-curricular activities in the department)

2.There is no change in the IQAC composition, we discussed making the necessary steps to register for the NAAC accreditation. In this regard, the college council members elected Mr. P.Ravi, HOD of Computer Science as a NAAC Coordinator. Also, the NAAC Committee visited our college on 30&31st January 2019 for the I cycle of Accreditation and NAAC declared a result B Grade with 2.07 CGPA on 8th February 2019.

3.All HODs elaborated academic results which are improved compared to the previous year's results. Result Analysis of the previous examinations was carried out by respective departments. It was suggested that slow learners would be given extra time in hard subjects to keep pace with the progress.

- a) The weak students are identified on the basis of internal exam marks and counsel them for the difficulties encountered in the exam.
- b) An extra hour may be allotted for hard subjects and also conducted extra classes for weak students in the afternoon.
- c) Encourage the students to improve their marks so that the quality results may improve.

4.All the HoDs presented, in brief, the distribution of workload that was finalized in the departmental meeting. They also presented the Annual Teaching Plans for the approval of the IQAC. They were approved by the principal

5.Mrs S.Sharmila, Coordinator, Placement Cell, explained special training programs are taken for facing interview and aptitude test. Also, a campus interview conducted by personal & allied service Pvt Ltd for final year students on 28.02.2019.

6.The Principal brought to the notice of the members that the institution is sent the proposal for new programs to the directorate of collegiate education, Chennai for further

growth and development of the College. Accordingly, it was applied for B.Sc Physics/Zoology /B.A English/MSc Electronics/Chemistry/Home Science/M.Com

7.An initiative has been taken to updating the college website with all basic information about the college (www.gacwrmd.org).

8.PTA meeting is conducted regularly in all departments.

9. Our College included in AISHE and NIRF and the data are entered in the academic year.

10.Feedback collected from the students and analyzed.

11. Various extension activities are conducted in the academic year 2018-2019.

The IQAC coordinator presented the progress of the college since the last meeting.

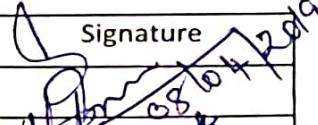
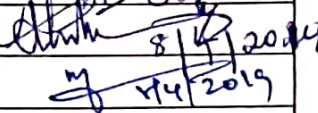
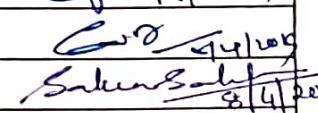
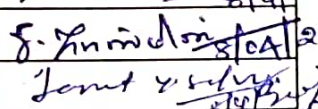

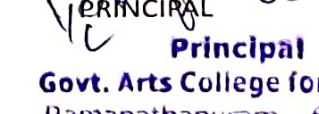

❖ All departments sent a proposal to UGC to get financial support to conduct the national/state level seminar/conference/workshop.

❖ All staff members to attend the Orientation course/refresh course /FDP's in staff academic colleges.

❖ Staff members to register Ph.D., who are not registered Ph.D.

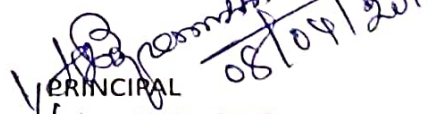
❖ Staff members of Ph.D. to publish research articles in various journals.

Finally, the IQAC Coordinator concludes the meeting by expressing gratitude towards all the members, for their actual participation, valuable guidance, and support.

S.No	Name of the Member	Signature
1.	Dr.S.Geethamanickkanatchiyar (Principal I/C)	
2.	M.Muthaleswari, Asst prof in Chemistry	
3.	G.Rajesh Kanna, Asst Prof in Electronics	
4.	P.Ravi, Asst prof in Computer Science	
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IQAC Coordinator 8/4/2019
G.RAJESH KANNA




Principal
Govt. Arts College for Women
Ramanathapuram - 623 501.

Date: 08.04.2019

Place:Ramanathapuram