

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 15.05.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 15.05.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Implement e-Governance in Admissions**
- **Faculty Development Programme**

Minutes of the meeting:

The meeting began with a silent prayer. IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, Principal presided over the meeting. The following resolutions were passed after the discussion.

- To confront to the new changes and adopt the needs of the present situation, it was decided to implement Online Admission.
- To encourage online payment of the fees, it was proposed to establish Online Payment gateway in TMB.
- Decided to conduct e-FDPs to adopt online educational methods to cope with the lost times and catch up with the academic completion of students.
- Resolved to organize e-FDP to introduce innovative instructional methods for effective online teaching
- For Understanding and implementing Outcome Based Education, it was decided to conduct FDPs inviting experts.

The members of IQAC planned to take necessary actions immediately. The meeting ended at 03.45pm.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
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8.	Dr.S.Amutharani	HOD, PG Commerce
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13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English

16. Mrs.J.Santha Christina
17. Dr.V.Pandiyarajan
18. Mr.N.Nehru Murugesan

Assistant Professor, Dept. of English
Academic Expert
O.S



IQAC Coordinator



PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 10.09.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 10.09.2020

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
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13.	Dr.M.Sujatha	HOD, Biotechnology
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15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **E-content Development**
- **Organizing Students Induction Programme- Deeksharambh**

Minutes of the meeting:

The meeting began with a silent prayer. IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, Principal presided over the meeting. The following resolutions were passed after the discussion.

- To achieve efficiency in the teaching-learning process amidst Covid-19 lockdown, it was decided to create Department specific YouTube Channel and upload Lecture Videos.
- Resolved to organize Students Induction Programme- Deeksharambh as per the UGC Guidelines through online.
- Guidelines for Mentor system were prepared and list of activities to be included was discussed.

The members of IQAC planned to take necessary actions immediately. The meeting ended at 03.45pm.

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2.	Dr.S.Krishnamurthy	Principal & Chairperson
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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S


IQAC CO-ORDINATOR


Principal

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 05.10.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 05.10.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
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13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **To create awareness on Covid19**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to introduce UGC recommended Jan Andolan Campaign on COVID-19.
- Proposed to display posters highlighting Covid19 preventive measures in various locations of the campus.
- Decided to spread the message of COVID 19 appropriate behaviour through College Website.
- Proposed to organise Covid-19 awareness programme in adopted villages.

The members of IQAC resolved to take necessary actions immediately.

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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S

IQAC CO-ORDINATOR

PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 31.10.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 31.10.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Infrastructure Augmentation**
- **Launch of Institution's Innovation Council (IIC)**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to upgrade the features of Smart Classroom.
- Decided to enhance Lecture Capturing Facility and Video Conferencing Facility.
- Recommended to submit a proposal for Indoor Multipurpose Hall to Khelo India
- Proposed to constitute **Institution's Innovation Council (IIC)**
- A Committee was set up.

President : Principal

Co-ordinator : Dr.M.J.Senthilkumar

The members of IQAC resolved to take necessary actions immediately.

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17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 09.11.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 09.11.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
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18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Rashtriya Ekta Diwas -National Unity Day Celebration**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion:

- Proposed to celebrate Rashtriya Ekta Diwas -(National Unity Day) and upload the document in UGC Monitoring Portal

The members of IQAC resolved to take necessary actions immediately.

Members Present

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1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
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5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
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17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 17.11.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 17.11.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
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14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Faculty Development Programme**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Decided to organise FDPs for the implementation of OBE by inviting experts.
- Proposed to conduct an FDP through IPR Cell on "Intellectual Property Rights in Academia".
- Resolved to arrange FDP for non –teaching faculty.

The members of IQAC resolved to take necessary actions immediately.

Members Present

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1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
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14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 21.12.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 21.12.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
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14.	Dr.C.R.Kumaran	HOD, Physics
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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Initiatives to implement OBE**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to conduct Department wise Brainstorming Session on Syllabus and Text Books prescribed by UGC and TANSCHER for designing syllabus.
- Decided to organise Orientation programme for implementation of OBE to the Faculty members.

Members Present

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17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 28.12.2020

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 28.12.2020.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Updated Academic Lesson Plan**

Minutes of the meeting:

The meeting began with a silent prayer. IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, Principal presided over the meeting. The following resolutions were passed after the discussion.

- Proposed to an updated common format and method for preparing Lesson Plan based on the Revised Blooms Taxonomy (RBT).
- Decided to submit the soft copy of the filled Lesson Plans to IQAC after scrutiny and approval by the HOD.
- Resolved to conduct FDPs to introduce innovative instructional strategies.

The members of IQAC resolved to take necessary actions immediately.

Members Present

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7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


Principal

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 20.01.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 20.01.2021.

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Faculty Orientation Programme**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to conduct Faculty Orientation Programme for Online Attendance
- Decided to simplify the online Attendance Process by updating software.

The members of IQAC resolved to take necessary actions immediately.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
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10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 06.02.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 06.02.2021

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Registered to NIRF**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Proposed to register to NIRF Ranking

The members of IQAC resolved to take necessary actions immediately.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
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12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 11.03.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 11.03.2021

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
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10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Quality Mandate Activity

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to prepare the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC .
- Guidelines were disseminated to the Departments.
- Decided to prepare an UGC recommended Suggestive Academic Activities for uploading.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
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10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 16.04.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 16.04.2021

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Implementation of Online Feedback System**
- **Apply for "One District One Green Champion Awards"**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to implement **Online Feedback System**
- Decided to collect the following Feedbacks in online
 - Feedback on Curriculum from Staff and Students
 - Feedback about Staff by Students
 - Feedback about HOD by Staff,
 - Feedback about Staff by HOD,
 - Portion Completion
 - Student Satisfaction Survey
- Resolved to apply for "One District One Green Champion Awards" under Swachhta Action Plan (SAP) & Mahatma Gandhi National Council of Rural Education.
- Decided to celebrated World No Tobacco Day 2021.

The members of IQAC resolved to take necessary actions immediately.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English

16. Mrs.J.Santha Christina
17. Dr.V.Pandiyarajan
18. Mr.N.Nehru Murugesan

Assistant Professor, Dept. of English

Academic Expert

O.S.



IQAC CO-ORDINATOR



PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2020 - 2021

Minutes of the meeting on 28.04.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 28.04.2021

IQAC Members

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
8.	Dr.S.Amutharani	HOD, PG Commerce
9.	Ms.K.Lalithambigai	HOD, Maths
10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Santhi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.V.Pandiyarajan	Academic Expert
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - I M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Self Appraisal Form**

Minutes of the meeting:

The meeting began with a silent prayer and the IQAC Coordinator welcomed everyone. Dr.S.Krishnamurthy, the Principal presided over the meet. The following resolutions were passed after the discussion.

- Resolved to direct the Faculty members to prepare their ANNUAL SELF-APPRAISAL REPORTS for the Academic year 2020-2021.
- Decided to file SELF-APPRAISAL REPORT FOR NEW TEACHERS who joined College during the previous academic year.
- Soft copies of these reports are to be mailed to IQAC.
- Hard copies are to be filed and kept in the Department.

The members of IQAC resolved to take necessary actions immediately.

Members Present

S.No	Names	Designation
1.	Shri.A.P.Selvarajan	Secretary
2.	Dr.S.Krishnamurthy	Principal & Chairperson
3.	Dr.P.K.Balamurugan	Vice Principal
4.	Ms.R.Muthulakshmi	Vice Principal
5.	Mrs.L.Priya	Coordinator, HOD, Computer Science
6.	Dr.N.Nalayini	HOD, Com(CA)
7.	Dr.M.Gurusamy	HOD, Commerce
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10.	Dr.S.Femina	HOD, English
11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
12.	Mrs.L.T.Parvathi	HOD, Chemistry
13.	Dr.M.Sujatha	HOD, Biotechnology
14.	Dr.C.R.Kumaran	HOD, Physics
15.	Mrs.S.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Dr.V.Pandiyarajan	Academic Expert
18.	Mr.N.Nehru Murugesan	O.S.


IQAC CO-ORDINATOR


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

Action Taken Report

2020 - 2021

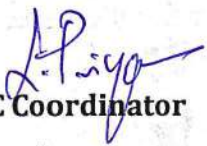
Plan of Action	Achievements/Outcomes
To up-grade the skill and knowledge of the Faculty	<p>To upgrade the professional competence of the staff, faculty development programmes were organized.</p> <ol style="list-style-type: none"><li data-bbox="794 689 1396 869">1. Faculty Development Programme on "<i>Handling Classes in Cisco Webex</i>", organized by IQAC and Department of Computer Science between 11.08.2020 and 14.08.2020.<li data-bbox="794 913 1396 1093">2. Faculty Development Programme on "<i>Working with Google Classroom</i>" organized by IQAC and Department of Information Technology between 17.08.2020 and 21.08.2020<li data-bbox="794 1137 1396 1272">3. Faculty Development Programme on "<i>Uploading Videos to YouTube</i>" organized by IQAC and Department of BCA between 24.08.2020 and 28.08.2020.<li data-bbox="794 1317 1396 1541">4. Faculty Development Programme "<i>Outcome Based Curriculum Design</i>" on 24.11.2020 by Mrs.S.Sathya, IQAC Director, Associate Professor of Computer Science, S.F.R. College for Women, Sivakasi.<li data-bbox="794 1585 1396 1832">5. Faculty Development Programme "<i>Intellectual Property Rights in Academia</i>", organized by IPR & IQAC (Online Webinar) on 27.11.2020. Chief Guest : S.Gomathi Padma Thilaga, Patent Agent/IP Consultant, Women Scientist - C (KIRAN - IPR, DST).<li data-bbox="794 1877 1396 1937">6. Orientation Programme on "<i>Autonomy and the Curriculum</i>", by

Plan of Action	Achievements/Outcomes
	<p>Dr.P.K.Balamurugan, Vice Principal & Head, Department of Business Administration, Sri Kaliswari College (Autonomous), Sivakasi on 02.12.2020.</p> <p>7. Faculty Development Programme on "Outcome Based Education", by Dr.RM.Murugappan, Dean - Curriculum Development, Thiagarajar College, Madurai on 18.12.2020.</p> <p>8. Faculty Orientation Programme on "Online Attendance using Forms", by Mrs.L.Priya, IQAC Co-ordinator, Sri Kaliswari College, Sivakasi on 06.02.2021.</p>
<p>Students Induction Programme for freshers to make them feel comfortable to the new environment.</p>	<p>An Eight day Student Induction programme is organized between 24.08.2020 and 31.08.2020 as per guidelines of UGC. On this induction programme the freshers are oriented to bridge the gap in their studies. Each students are introduced to their mentor and basic physical fitness programmes are organized. Dr.O.Muthiah, an eminent speaker of department of Tamil, Gandhigram Rural University addressed the students through online on effectively using the time during the pandemic period. The details of Student Induction Programme is Uploaded to UGC Monitoring Portal.</p>
<p>Collection of Feedback on Curriculum, Infrastructure and Self Appraisal Form</p>	<p>Online Feedback is collected for Curriculum, Infrastructure and Self Appraisal to get useful insights for the purpose of improvement in all aspects of teaching and learning.</p> <ul style="list-style-type: none"> • Portion Completion Feedback Collected through online on 19.12.2020 • Self Appraisal Form Collected on 28.12.2020 • Curriculum Feedback from Staff and Student on 23.04.2021. • Feedback about HOD By Staff on 28.04.2021.

Plan of Action	Achievements/Outcomes
	<ul style="list-style-type: none"> • Feedback about Staff By HOD on 23.04.2021 • Portion Completion on 23.04.2021 • Student Satisfaction Survey on 28.04.2021 • Self Appraisal Form Collected on 30.04.2021
Preparation of Academic Lesson Plan	A 15 week Academic lesson plan format was distributed to the departments and the softcopy of filled lesson plans were collected for Odd Semester on 21.09.2020 and even Semester on 12.01.2021.
To collaborate with Industry and Institutions.	<ol style="list-style-type: none"> 1. Department of Biotechnology and Botany Signed MoU with Sri Marutham Agro Biotech, Madurai to give training on Spawn preparation and Mushroom Culture on 04.03.2021. 2. Department of Mathematics Signed MoU with E.M.G. Yadava Women's College, Madurai to organise various Seminars, Guest Lectures, Creation of MOOC Courses, Faculty and Student Exchange by both Department Faculty Members on 25.03.2021 3. Sri Kaliswari College Signed MoU with ICT Academy to implement Entrepreneurship Cluster Development Program for the students aspiring to become entrepreneurs in their institution on 31.03.2021
To automate all administration and academic sections of College	<ul style="list-style-type: none"> • An online admission portal is linked to college website on 20.05.2020. • Online Students Attendance is populated using Google Sheets on 03.08.2020 • Online Payment gateway is established with TMB through BillDesk to enable the students to pay the fees in online on 24.08.2020.

Plan of Action	Achievements/Outcomes
	<ul style="list-style-type: none"> • To promote e-content development and to link the same to college LMS a separate YouTube Channel is Created to All Departments using Domain mail ids on 15.09.2020 • Overcoming the problems based in online attendance using Google Sheets a new online form based Attendance for student is introduced on 08.02.2021 • The new Form based Attendance Sheet Implemented to simplify the online Attendance Process on 08.02.2021.
To Improve ICT Facilities and to Sports facilities.	<ul style="list-style-type: none"> • Smart Halls are enhanced with Lecture Capturing Facility and Video Conferencing Facilities on 02.11.2020 • Submitted Indoor Multipurpose Hall Proposal under the Khelo India sheme on 02.03.2021.
To apply for National Ranking	The data for National Institutional Ranking Framework submitted on 17.02.2021.
To Submit AQAR to NAAC	<ul style="list-style-type: none"> • AQAR 2018 - 2019 submitted to NAAC Portal on 27.04.2021 • AQAR 2019 - 2020 submitted to NAAC Portal on 31.05.2021
To Introduce Institution's Innovation Cell (IIC)	IIC Cell formed with President/Convenor of Dr.M.J.Senthilkumar
To implement UGC Suggested Programmes	<ol style="list-style-type: none"> 1. The posters highlighting awareness on Covid19 preventive measures is displayed in various locations of the campus. Posters are displayed in our college website. Report of the same is uploaded to UGC Monitoring on 14.10.2020 2. Rashtriya Ekta Diwas (National Unity Day) Upload to UGC Monitoring Portal on 23.11.2020 3. Prepared Composition of UGC- Quality Mandate on 27.03.2021 and Successfully

Plan of Action	Achievements/Outcomes
	<p>upload to UGC Monitoring Portal on 01.04.2021</p> <p>4. Applied for Award "One District One Green Champion Awards" under Swachhta Action Plan (SAP)& Mahatma Gandhi National Council of Rural Education on 20.04.2021</p> <p>5. World No Tobacco Day 2021 is celebrated under "Commit to Quit" Theme. Pledge Taking Ceremony is organised and upload to UGC Monitoring Portal on 31.05.2021.</p>


IQAC Coordinator


Principal

8/11/22