

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 20.06.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 20.06.2021.

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Faculty Development Programme for Teaching Staff
- World Environment Day Celebration notice received from UGC
- Swachhata Hi Seva Campaign 2021 (Elimination of Single Use Plastic)
Celebration notice received from UGC

- Celebration of 7th International Yoga Day Celebration (IDY) - 2021

Minutes of the meeting: 4

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.

- Decided to organise online FDPs for the explorations of Online Education Resources (OER) by inviting experts.
- It was resolved to conduct the FDP on the theme "Digital Learning: Techno - Pedagogical and OER Perspectives".
- It was decided to invite Dr.S.Senthilnathan, Professor & Head, Department of Education & Technology, Bharathidasan University, Trichy as Resource Person for the FDP.
- As per the UGC guidelines, it was decided to observe World Environment Day to create awareness among the students about the need for the protection of environment.
- It was proposed to conduct online programmes in the form of quizzes, essay writings, webinars etc.,
- It was resolved to motivate the students to participate in online programmes in the form of quizzes, essay writing and webinars in connection with World Environment Day Celebration.
- As per the UGC directions, it was resolved to celebrate Swachhata Hi Seva Campaign 2021 (Elimination of Single Use Plastic) in the college premises.
- It was proposed to conduct an interdepartmental Essay writing competition under the theme "Elimination of Single - use of plastics".
- To reduce the use of plastic, especially single-use plastic, it was decided to organise awareness campaign at adopted villages.
- It was resolved to celebrate International Yoga Day Celebration.
- Considering the need for social distancing it was proposed to organize online programmes in the form of quizzes, essay writing, webinars etc.,
- It was decided to organise Special Yoga Camp in the view of 7th International Yoga Day Celebration

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal 
2.	Ms.R.Muthulakshmi	Vice Principal 
3.	Dr.N.Nalayini	HOD, Com(CA) 
4.	Dr.M.Gurusamy	HOD, Commerce 
5.	Dr.S.Amutharani	HOD, PG Commerce 
6.	Ms.K.Lalithambigai	HOD, Maths 
7.	Dr.S.Femina	HOD, English 
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS) 
9.	Mrs.L.T.Parvathi	HOD, Chemistry 
10.	Dr.M.Sujatha	HOD, Biotechnology 
11.	Dr.C.R.Kumaran	HOD, Physics 
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English 
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English 
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S. 


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 31.07.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 31.07.2021.

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.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Academic Lesson Plan for Odd Semester
- Applying ICSSR Research Projects (Major/Minor) for the year 2021-22













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 release the updated common Academic Lesson Plan Format for Odd Semester of the Academic Year 2021-2022 based on the Revised Blooms Taxonomy (RBT).
- Decided to submit the soft copy of the filled in Lesson Plans to IQAC after scrutiny and approval by the HODs.
- All Heads of the Departments are expected to encourage their Faculty members to apply for ICSSR Research Projects (Major/Minor).
- It was resolved to circulate the ICSSR advertisements from the website and Online Application including Research Proposal format to all the Departments.
- Decided to submit the Hard Copy of the Research Proposal to IQAC after scrutiny and approval by the HODs.

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

Members Present

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

13. Mrs.J.Santha Christina
14. Dr.Manikandan Kathirvel
15. 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

2021 - 2022

Minutes of the meeting on 16.08.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 16.08.2021.

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)
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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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Apply for NAAC Sponsored Seminar
- Compliance of UGC Guidelines - Regulations 2018 for Autonomous Colleges - Request for Information

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.

- It was decided to apply for a NAAC Sponsored Seminar.
- It was appraised to conduct seminar on the theme of "Challenges and Remedies in Online Education in Rural India".
- Principal and IQAC Coordinator formulated the Working Committee.
- All Heads of the Departments were expected to attend the seminar.
- It was decided to furnish the required information to UGC Southern Eastern Regional Office. Resolved to collect the required data from all the Departments.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
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14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 25.08.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 25.08.2021.

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- NACC IVth cycle Preparation
- 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.

- Discussion was held on the NAAC III cycle report.
- It was resolved to place incharge, the following Faculty members of the Seven Criteria.

Criterion I - Dr. M.J.Senthilkumar & Dr.S.Saraswathi

Criterion II - Ms.K.Lalithambigai & Dr.C.R.Kumaran

Criterion III - Dr.N.Nalayini & Mr.R.Prabakaran

Criterion IV - Dr.M.Gurusamy & Mr.A.Balaji

Criterion V - Mrs.L.T.Parvathi & Mr.G.Kannan

Criterion VI - Dr.M.Sujatha & Dr.R.Geetha

Criterion VII - Dr.S.Amutharani & Mrs.J.Amutha

- Criteria incharges were allotted for the preparation of AQAR Report.
- Resolved to organize Students Induction Programme- Deeksharambh through online as per the UGC Guidelines.
- Guidelines for Mentor system were prepared and list of activities to be included were discussed.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal <i>PKB</i>
2.	Ms.R.Muthulakshmi	Vice Principal <i>RM</i>
3.	Dr.N.Nalayini	HOD, Com(CA) <i>NY</i>
4.	Dr.M.Gurusamy	HOD, Commerce <i>M</i>
5.	Dr.S.Amutharani	HOD, PG Commerce <i>S</i>
6.	Ms.K.Lalithambigai	HOD, Maths <i>K.L.</i>
7.	Dr.S.Femina	HOD, English <i>S</i>
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS) <i>M.J.S.</i>
9.	Mrs.L.T.Parvathi	HOD, Chemistry <i>L.T.P.</i>
10.	Dr.M.Sujatha	HOD, Biotechnology <i>M.Sujatha</i>
11.	Dr.C.R.Kumaran	HOD, Physics <i>C</i>

12. Mrs.S.Sanathi
13. Mrs.J.Santha Christina
14. Dr.Manikandan Kathirvel
15. Mr.N.Nehru Murugesan

Assistant Professor, Dept. of English

Assistant Professor, Dept. of English

Academic Expert

O.S.


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 02.09.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 02.09.2021.

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
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17.	Shri.S.Rajesh	Industrialist
18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To observe Azadi ka Amrit Mahotsav
- Strengthening Cyber Security in Higher Education Institutions (HEIs)

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.

- It was decided to observe Azadi ka Amrit Mahotsav
- It was resolved to conduct programmes to strengthen Cyber Security in Higher Education Institutions

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

Members Present ♦

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal 
2.	Ms.R.Muthulakshmi	Vice Principal 
3.	Dr.N.Nalayini	HOD, Com(CA) 
4.	Dr.M.Gurusamy	HOD, Commerce 
5.	Dr.S.Amutharani	HOD, PG Commerce 
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14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S. 


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 14.09.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 14.09.2021.

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
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18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Prevention of Caste Based Discrimination in HEIs
- Review of Updated NAAC Manual with new Criterion Incharges

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.

- It was decided to take steps to prevent Caste Based Discrimination in HEIs
- Review of Updated NAAC Manual was held.
- Decided to conduct Criterion wise meeting with Criterion Head and Members as per the following schedule to appraise the changes in the NAAC Manual and to initiate the activities to be done to prepare for the IV Cycle.

Date	Time	Criterion
15.09.2021	2.00 p.m.	Criterion - I Dr.M.J.Senthilkumar Dr.S.Saraswathi Mrs.J.Jasmine Bhastina Mrs.M.Gurumaheswari
16.09.2021	11.00 a.m.	Criterion - II Ms.K.Lalithambigai Dr.C.R.Kumaran Mrs.M.Kaleeswari Mrs. M. Archana Devi
16.09.2021	2.00 p.m.	Criterion - III Dr.N.Nalayini Mr.R.Prabakaran Mrs.R.Selvi Mr.S.Viswanathan
17.09.2021	11.00 a.m.	Criterion - IV Dr.M.Gurusamy Mr.A.Balaji Dr.S.Kulothunga Pandian Ms.N.Maheswari
17.09.2021	2.00 p.m.	Criterion V Mrs.L.T.Parvathi Mr.G.Kannan Mrs.M.Sankareswari, Mr.P.Venkateshkumar
18.09.2021	11.00 a.m.	Criterion VI Dr.M.Sujatha Dr.R.Geetha Dr.V.Pradeepa, Mr.M.Vairamuthu

18.09.2021	2.00 p.m.	Criterion VII Dr.S.Amutharani Mrs.J.Amutha Dr.M.Sankar Dr.G.Manikandan
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The members of IQAC planned to take necessary actions immediately. The meeting ended at 03.45pm.

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
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10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
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13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S.


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 29.09.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 29.09.2021.

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
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11.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
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18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To apply for ISO Certification
- To organize extension activities under Extension Cell

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 maintain standardization and quality assurance, it was proposed to apply for ISO Certification.
- It was decided to organize extension activities under Extension Cell.
- It was proposed to carry out extension activities under Tamil Nadu Government Scheme “இல்லம் தேடிக் கல்வி” (Illam Thedi Kalvi)
- To bridge the education gap created due to Covid pandemic, it was resolved to organise the outreach programmes entitled “கல்வி வழிகாட்டி” (Kalvi Vazhikati) for the benefits of 6th, 7th, 8th Class students in and around villages of Virudhunagar District from 25.10.2021 to 29.10.2021.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal 
2.	Ms.R.Muthulakshmi	Vice Principal 
3.	Dr.N.Nalayini	HOD, Com(CA) 
4.	Dr.M.Gurusamy	HOD, Commerce 
5.	Dr.S.Amutharani	HOD, PG Commerce 
6.	Ms.K.Lalithambigai	HOD, Maths 
7.	Dr.S.Femina	HOD, English 
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS) 
9.	Mrs.L.T.Parvathi	HOD, Chemistry 
10.	Dr.M.Sujatha	HOD, Biotechnology 
11.	Dr.C.R.Kumaran	HOD, Physics 
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English 
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English 
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S. 


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 01.11.2021

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 01.11.2021.

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, Commer
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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- NIRF Registration 2022
- AISHE - 2020 - 2021
- E-Governance Initiative - OBE Mark Entry

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.

- It was proposed to register to NIRF Ranking
- It was decided to register to AISHE- ALL India Survey on Higher Education.
- It was resolved to organise Faculty Orientation program on "Demo for OBE Mark Entry" for the Faculty members .

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal 
2.	Ms.R.Muthulakshmi	Vice Principal 
3.	Dr.N.Nalayini	HOD, Com(CA) 
4.	Dr.M.Gurusamy	HOD, Commerce 
5.	Dr.S.Amutharani	HOD, PG Commerce 
6.	Ms.K.Lalithambigai	HOD, Maths 
7.	Dr.S.Femina	HOD, English 
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS) 
9.	Mrs.L.T.Parvathi	HOD, Chemistry 
10.	Dr.M.Sujatha	HOD, Biotechnology 
11.	Dr.C.R.Kumaran	HOD, Physics 
12.	Mrs.S.Sanathi	Assistant Professor, Dept. of English 
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English 
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S. 


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 07.01.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 07.01.2022.

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.Sanathi	Assistant Professor, Dept. of English
16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Online Feedback on "Portion Completion"
- To conduct 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.

- It was decided to collect Feedback from the Students on "Portion Completion" through online for the ODD Semester of the Academic Year 2021-2022.
- It was resolved to conduct Faculty Development Programme "Demo on SKCOLMS" an Institutional LMS developed by Mr.G.Ragavan & Mr.P.Marimuthu, System Administrators, Sri Kaliswari College, Sivakasi

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal 
2.	Ms.R.Muthulakshmi	Vice Principal 
3.	Dr.N.Nalayini	HOD, Com(CA) 
4.	Dr.M.Gurusamy	HOD, Commerce 
5.	Dr.S.Amutharani	HOD, PG Commerce 
6.	Ms.K.Lalithambigai	HOD, Maths 
7.	Dr.S.Femina	HOD, English 
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS) 
9.	Mrs.L.T.Parvathi	HOD, Chemistry 
10.	Dr.M.Sujatha	HOD, Biotechnology 
11.	Dr.C.R.Kumaran	HOD, Physics 
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English 
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English 
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S. 


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 28.01.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 28.01.2022.

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, Commer
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.	Shri.S.Rajesh	Industrialist
18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To conduct Green Audit with External Expert
- Data Submission for NIRF 2022

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.

- It was decided to conduct a Green Audit inviting External Expert.
- It was resolved to invite Mr.M.Rajesh, Assistant Professor of Zoology, The American College, Madurai as an External Expert.
- It was resolved to submit the NIRF data for NIRF-2022 after presenting it to HODs and Principal.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S.


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 04.02.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 04.02.2022.

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To organize a NAAC Sponsored Seminar

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.

- It was planned to organise a NAAC Sponsored Seminar on Feb 10 and 11.
- It was proposed to create a Functional Committee for the smooth conduct of the NAAC sponsored National Seminar. The Functional Committee Members are:

Rapporteur	Master of Ceremony	Technical Team	Report Writing
Dr. V. Pradeepa Mr.K.Ganesh Babu Mrs.J.Jasmine Bhastina Mr.P. Venkatesh kumar	Mrs. S.Santhi Mrs.J. Santha Christina Mrs. K.P.Swapna Dr.N.Nagajothi	Mr. G.Ragavan Mr.P. Marimuthu	Mr.X.Akshay Joseph Dylon (English) Mr.S.Muthu Chidambarabharathi (Tamil)

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S.


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 18.02.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 18.02.2022.

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To formulate ISO Certification Committee members
- To frame ARIIA Committee members
- To frame Swayam Local Chapter Committee Members
- To prepare Academic Lesson Plan for Even Semester

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.

- The committees for ISO, ARIIA and Swayam are framed with the following convenors.

Committee	Convenor
ISO Certification	Dr.M.Sujatha
ARIIA Ranking	Dr.M.Lakshmana Kumar
Swayam Local Chapter	Mr.S.Viswanathan

- It was proposed to facilitate ISO Certification
- It was resolved to initiate ARIIA (Atal Ranking of Institutions on Innovation Achievements) committee members.
- Resolved to do necessary arrangements to enroll and pursue the Swayam courses
- It was proposed to prepare an Academic Lesson Plan for Even Semester
- It was proposed to circulate 15 week Academic lesson plan format to all the Heads of the Departments for preparing the lesson plan for the Even Semester.

The meeting ended at 03.45pm.

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics

12. Mrs.S.Santhi
13. Mrs.J.Santha Christina
14. Dr.Manikandan Kathirvel
15. Mr.N.Nehru Murugesan

Assistant Professor, Dept. of English

Assistant Professor, Dept. of English

Academic Expert

O.S.



IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 29.03.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 29.03.2022.

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- To prepare an online common format for AQAR & Annual Data Report data collections
- To inform the Club/Cell incharges about the online common format for data collection of AQAR & Annual Data Report
- To organize a Faculty Development Programme for the Teaching Staff

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.

- It was proposed to prepare an online common format for AQAR, & Annual Data Report data collections
- It was proposed to inform the Club/Cell incharges about the online common format for data collection of AQAR & Annual Data Report.
- It was proposed to organize a Faculty Development Programme for Teaching Staff on "Standard Research Publications" by inviting the Resource Person Prof. Murugesan Velayutham, Former Vice-Chancellor, Annamalai University, Chidamparam

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S


IQAC Coordinator


PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 07.04.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 07.04.2022.

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)
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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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Faculty Development Programme for Teaching Staff**

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.

- Decided to conduct Faculty Development Programme on "Standard Research Publications" on 08.04.2022.
- Resolved to invite Prof. Murugesan Velayutham, Former Vice-Chancellor, Annamalai University, Chidamparam as a Chief Guest.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S.

IQAC Coordinator

PRINCIPAL

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 19.05.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 19.05.2022

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.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- Online Feedback Collection for Portion Completion and Curriculum
- Feedback about HOD By Staff & Staff By HOD

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.

- Decided to collect Feedback from Students on "Portion Completion" through online for the Even Semester of the Academic Year 2022-2023.
- Resolved to collect "Curriculum Feedback" from the Stakeholders -Students, Staff Members and Employers through online to evaluate the changes required in the courses and syllabi.
- Decided to collect Feedback from Staff members about the HOD and from the Heads of the Department about their Faculty members for enhancing quality assurance.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
5.	Dr.S.Amutharani	HOD, PG Commerce
6.	Ms.K.Lalithambigai	HOD, Maths
7.	Dr.S.Femina	HOD, English
8.	Dr.M.J.Senthilkumar	HOD, Commerce (CS)
9.	Mrs.L.T.Parvathi	HOD, Chemistry
10.	Dr.M.Sujatha	HOD, Biotechnology
11.	Dr.C.R.Kumaran	HOD, Physics
12.	Mrs.S.Santhi	Assistant Professor, Dept. of English
13.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
14.	Dr.Manikandan Kathirvel	Academic Expert
15.	Mr.N.Nehru Murugesan	O.S.

IQAC CO-ORDINATOR

Principal

Sri Kaliswari College (Autonomous), Sivakasi

Internal Quality Assurance Cell

2021 - 2022

Minutes of the meeting on 20.05.2022

Time: 03.00 p.m.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 20.05.2022

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
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16.	Mrs.J.Santha Christina	Assistant Professor, Dept. of English
17.	Shri.S.Rajesh	Industrialist
18.	Dr.Manikandan Kathirvel	Academic Expert Kristu Jayanti College, Bengaluru
19.	Mr.N.Nehru Murugesan	O.S
20.	Mr.M.Sivaprakash@Patel	Alumni
21.	Ms.T.Gomathi Mala - II M.Sc. Botany	Student Representative

Agenda of the Meeting:

- **Student Satisfaction Survey**
- **Self Appraisal Form**

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.

- Resolved to collect Student Satisfaction Survey regarding infrastructure and teaching-learning process for the academic year 2022-2023.
- Decided to collect self appraisal from the teachers for the annual assessment.

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

Members Present

S.No	Names	Designation
1.	Dr.P.K.Balamurugan	Vice Principal
2.	Ms.R.Muthulakshmi	Vice Principal
3.	Dr.N.Nalayini	HOD, Com(CA)
4.	Dr.M.Gurusamy	HOD, Commerce
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IQAC CO-ORDINATOR

Principal



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Principal

Internal Quality Assurance Cell

Action Taken Report

2021 - 2022

Plan of Action	Achievements/Outcomes
To upgrade 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">1. Online Faculty Development Programme "<i>Digital Learning : Techno - Pedagogical and OER Perspectives</i>", on 29.06.2021 by Dr.S.Senthilnathan, Professor & Head, Department of Education & Technology, Bharathidasan University, Trichy2. Faculty Development Programme "Demo on SKCOLMS", on 11.01.2022 by Mr.G.Ragavan & Mr.P.Marimuthu, System Administrators, Sri Kaliswari College, Sivakasi3. Faculty Development Programme on "Standard Research Publications", on 08.04.2022 by Prof. Murugesan Velayutham, Former Vice-Chancellor, Annamalai University, Chidamparam4. "Investor Awareness Programme", on 26.05.2022 by Mr.Shankar Sundaresan, Founder & CEO - Sraddha Academy, Securities Market Trainer - SEBI
Students Induction Programme for freshers to make them feel comfortable to the new environment.	<p>An Eight day Student Induction programme was organized between 01.09.2021 and 09.09.2021 as per guidelines of UGC. On this induction programme the freshers are oriented to bridge the gap in their studies. Every students are introduced to their mentor. Basic physical fitness programmes were organized. Dr.G.Revathi Subbulakshmi, an eminent speaker and Vice - Principal of Senthamil College addressed the students through online on</p>



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Plan of Action	Achievements/Outcomes
	the topic "Effectively using the time during the pandemic period".
a) Collecting Feedback on Curriculum, Infrastructure b) Conducting Student Satisfaction Survey c) Collecting Faculty Self Appraisal	Online Feedback was collected for Curriculum, Infrastructure to get useful insights for the purpose of improvement in all aspects of teaching and learning. Self Appraisal was collected from all faculties to figure out their strength and weaknesses and provide them a vital platform to improve their professional proficiency. <ul style="list-style-type: none">• Portion Completion Feedback Collected through online on 13.01.2022. (Odd Semester)• Conducted Student Satisfaction Survey on 24.05.2022• Collected online feedback about HOD by Staff on 27.05.2022.• Collected online feedback about Staff By HOD on 27.05.2022• Curriculum Feedback collected through online from Staff on 30.05.2022.• Self Appraisal Collected from staff on 31.05.2022• Portion Completion feedback collected through online on 01.06.2022 (Even Semester)• Curriculum Feedback collected through online from Student on 06.06.2022.
Preparation of Academic Lesson Plan	A 15 week revised Lesson Plan format based on OBE was introduced and same was circulated to the departments to enable them to plan their classes. The Prepared lesson plans were collected on 30.09.2021 for Odd Semester and on 10.03.2022 for Even Semester.
To collaborate with Industry and Institutions.	1. Department of Biotechnology and Botany Signed MoU with Vivekananda College, Tiruvedakam West, Madurai to organise Faculty Exchange, Students Exchange and Knowledge Exchange



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Plan of Action	Achievements/Outcomes
	<p>Program on 22.09.2021</p> <ol style="list-style-type: none">2. Department of PG Commerce MoU signed with VHNSN College, Virudhunagar to organise Faculty Exchange, Students Exchange and Knowledge Exchange Program on 23.10.20213. Department of Tamil signed MoU with கந்தக பூக்கள் இலக்கிய அமைப்பு, சிவகாசி, (Kanthka Pookkal Ammaipu, Sivakasi) on 02.11.2021.4. Department of Biotechnology and Botany Signed MoU with PG and Research Department of Zoology, Vivekananda College, Thiruvadakam, Madurai to organise Faculty Exchange Program, Students Exchange Program and for the use of Resource Utilization on 08.12.2021.5. Sri Kaliswari College Signed MoU with BFSI Sector Skill Council of India on 01.01.2022 to provide orientation to the students on career and job opportunities and for apprenticeship6. Department of BCA Signed MoU with Shanthi Garments, Sankarankovil to organise Capability Development for Students & for On Job Training on 09.01.20227. Department of Tamil signed MoU with கம்பன் கழகம், கோவில்பட்டி (Kamban Kazhagam, Kovilpatti) on 08.02.20228. Department of Computer Science signed MoU with Rovam Software Solution (P) Limited, Sivakasi to



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Plan of Action	Achievements/Outcomes
	provide On the Job Training to the Students on 01.03.2022. 9. Department of BCA Signed MoU with Cool Dreamers, Sivakasi to organise Capability Development for Students & for On Job Training on 09.05.2022
To automate administration and academic sections of College	<ul style="list-style-type: none">• An in-house LMS was developed for the benefit of students.• Online Mobile adoptable Software for Attendance entry was developed and introduced.• Rovam EMS is newly added for Summative OBE based Mark Entry.• Existing Rovam IMS is upgraded to support the CO (Course Outcome) wise mark entry for OBE based courses. An Orientation program on "Demo for OBE mark entry" was arranged for faculty members on 16.12.2021.
To update infrastructure facilities.	Physical Fitness Center was established for the benefit of students.
To apply for National Ranking	The data for National Institutional Ranking Framework submitted on 17.02.2022.
To apply for All India Survey on Higher Education (AISHE)	The data for All India Survey on Higher Education (AISHE) submitted on 03.03.2022
To Submit AQAR to NAAC	AQAR 2020 - 2021 submitted to NAAC Portal on 01.06.2022
To enhance the functionality of Institution's Innovation Council (IIC)	Actively participated in Institution's Innovation Council 4.0 (IIC 4.0). The activities suggested by IIC were successfully completed and the college was awarded with 2 Star Status.
To implement UGC Suggested Programmes	<ol style="list-style-type: none">1. World Environment Day was Celebrated and uploaded to UAMP Portal on 14.07.20212. Swachhata Hi Seva Campaign 2021 (Elimination of Single Use Plastic) Celebrated and uploaded to UAMP



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Plan of Action	Achievements/Outcomes
	Portal on 14.07.2021 3. 7th International Yoga Day was Celebrated (IDY) - 2021 and uploaded to UAMP Portal on 20.07.2021 4. Awareness on Single Use Plastic arranged and to UAMP Portal on 02.12.2021
To Organize NAAC Sponsored Seminar	IQAC organized Two Days National Level Online Seminar on "Challenges and Remedies in Online Education in Rural India" Sponsored by NAAC, Bangalore on 10.02.2022 to 11.02.2022


IQAC Coordinator




Principal
Principal
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