

**Government College for Women (Autonomous),
Kumbakonam – 612001**

Internal Quality Assurance Committee Meeting - (2023 - 2024)

Date: 15.07.2023

Time: 10.30 AM

AGENDA

NAAC SSR VERIFICATION

Composition of IQAC

S. No	Category	Name	Designation
1.	Chairperson	Dr. S.Ahila,	Principal In charge
2.	Coordinator	Dr.F.Kurus Malai Selvi	Associate Professor and HOD, Dept. of Computer Science.
3.	Senior Teachers	Dr. R.Radha,	Associate Professor and HOD, Dept. of Physics.
4.		Dr.S.Venkatalakshmi,	Associate Professor and HOD, Dept. of Zoology.
5.		Dr. W. Jayaseeli,	Controller of Examinations & Associate Professor and HOD, Dept. of Commerce.
6.	Administrative Officer	Mr.K.Gajendran	Bursar
7.	External Experts	Dr A. Venkatesan	Principal NMC, Puthinampatti
8.		Dr R. Nagarajan	Principal AVC College Mannampandal, Mayiladuthurai
9.		Dr.R.S.Sundararajan	Associate Professor and COE, Government Arts College(A), Kumbakonam
10.	Employer/Industrialist	Mr. B. Anand	Network Engineer, University Informatic Centre, Barathidasan University, Tiruchirappalli
11.	Alumnae	Dr A. Ruby	Associate Professor of Physics Government Arts College(A), Kumbakonam
12.	Student Chapter Staff	S. Sheela, MCA., M.Phil.,	Assistant Professor of Computer Science, Government College for Women(A), Kumbakonam
13.	Student Representatives	S. Mohana Priya	II M.Sc(CS),.
14.		M.Sumithra	II M.Com.,

Action taken

S. No	Plan of Action	Achievements
1.	DST CURIE D-CIF	Received Fund from DST CURIE Instrumentation - Rs.16,00,000/- General Rs.14,17,360/-
2.	Fresher's Orientation Programme	Fresher's Orientation Programme was conducted on 04.07.2023 & 05.07.2023
3.	SSR Preparation	Executive committee members are combined all data with supporting documents based on the criteria. Review Meeting was conducted frequently to revamp SSR with executive committee members.
4.	Board of Studies Meeting	BoS meeting conducted by all Departments in the month of April
5.	Academic Council Meeting	Academic Council Meeting was conducted on 01.07.2023
6.	International Seminar / National Seminar / Conference	<ul style="list-style-type: none"> ➤ Department of History conducted International conference on 22.12.2022 "SOCIO CULTURAL SETTINGS OF TAMIL NADU UPTO 1736 AD" – Resource Person Dr.S.Jagadeesan Senior Teacher, Raffles Institutions, Singapore. ➤ Department of History conducted International conference on 29.03.2023 "SOCIO CULTURAL RELATIONS BETWEEN TAMIL NADU AND SRI LANKA" Resource Person Dr.Nadeesha Gunawardana, University of Kelaniya.Rev. Panwala Dhammadhaja Thero, University of Kelaniya ➤ Department of Zoology conducted Hands on Training on "BEE KEEPING" - 28.11.2022 ➤ One day Hands on Training on "Bio Informatic Tools for Protein Analysis" Held on 20.11.2022 ➤ Placement and Entrepreneurship Development cell conducted a Workshop on "Employability Skills in Art" held on 10.01.2023-12.01.2023 ➤ Department of Computer Science and Department of Physics conducted a one-day workshop on "Corporate Connect through Python" held on 10.01.2023 ➤ Workshop conducted by the Department of Tamil on 02.03.2023 on "Stage Drama" ➤ Some More Events from various Departments

7.	Placement	Four companies have conducted placement drive in the college premises approximately 250 students were placed
8.	MOU	<ul style="list-style-type: none"> ➤ Department of Zoology (1) ➤ Department of History (2) ➤ Department of Commerce (1) ➤ Department of Tamil (1) ➤ Department of Physics (1)
9.	FDP on Research Motivation	FDP Conducted on 03.04.2023 Resource Person Dr.Rukmani Arunachalam, Scientist, Inspire Division DST, Ministry of Science and Technology.
10.	Research Motivation for Students	Held on 03.04.2023 Resource Person Dr.Rukmani Arunachalam
11.	Seed Money Research Grants	Seed Money Rs.20,000 received by Department of Zoology – Vermi culture and Bee keeping
12.	Extension Activities	Rs.3000 Given to Each Departments
13.	AISHE	Submitted to MHRD on February 13, 2023.
14.	NIRF	Submitted to MHRD on January 9, 2023.
15.	AQAR 2021-2022	Is Prepared and to be submitted by this week.
16.	Stake Holders Feed Back	The Google Form/ hard copies was used to collect the Feedback from Alumni, Students, Teaching Faculty and Employer were gathered and displayed student satisfactory survey on the college website.

Academic Planner for 2023-2024

- Fresher's Orientation Programme to be conducted for first year Undergraduate students.
- Introduction of Value Added Courses entitled "Corporate Connect" to be conducted by the Soft Skill Co-Ordinator (SSCo) in collaboration with the Department of English; Syllabus to be framed jointly by SSCo and Department of English. A minimum of 30 hours to be offered not coinciding with the routine of the college.
- Every Department can explore the possibility of conducting the Value Added Course suitably in their domain & enter into an MoU in this regard.
- Every Department can explore the possibility of field trip / field visit every year.
- Periodical updation of website based on the feedback from the teaching staff; Any event with supporting documents should be sent to "Website Whats App group"

- Tutorial Ward Meeting to be conducted every month and the minutes recorded.
- IIC Planner during the period 1st June, 2023-31st August, 2023 Warrants for Mandatory activities by Tamil, English, Geography, Chemistry, Mathematics, History, Botany, Economics (any four departments can take up)
- Full automation of the Library
- Cyber Security through Firewall
- Dedicated Audio Visual and Lecture capturing facility to be established with the help of Digital Camera purchased under RUSA.
- Student progression /placement data to be prepared by all the departments and the report submitted to IQAC after the publication of results.
- External / Internal Academic & Administrative Audit to be conducted
- Soft copies of publication in UGC care / Scopus / Web of Science / soft copies of sponsored project / Award students achievement to be submitted to IQAC (End of the semester – 31st December and 30th April, 2023)
- Minutes of Council Meeting to be communicated via E-Mail to all Permanent Teaching staff as part of E-Governance initiative
- Chemistry department to explore the possibility of safe disposal of Chemical waste
- Inclusive environment to celebrate multi religious events

Minutes of the Meeting

It has been resolved to incorporate the suggestions/feedback imparted by the Academic and Technical and Experts to shape /fine tune the NAAC SSR Submission.

Members Present

S. No	Category	Name	Signature
1.	Chairperson	Dr. S.Ahila,	S. Ahila 15/07/2023
2.	Coordinator	Dr.F.Kurus Malai Selvi	Dr.F.Kurus Malai Selvi 15/07/2023
3.	Senior Teachers	Dr. R.Radha,	Dr. R.Radha 15/07/23
4.		Dr.S.Venkatalakshmi,	Dr.S.Venkatalakshmi 15/07/23
5.		Dr. W. Jayaseeli,	-
6.	Administrative Officer	Mr.K.Gajendran	-

7.	External Experts	Dr A. Venkatesan	-
8.		Dr R. Nagarajan	-
9.		Dr.R.S.Sundararajan	R.S.S. Sundararajan 15/7/23
10.		Mr. B. Anand	B. Anand 15/7/23
11.	Alumnae	Dr.A.Ruby	A. Ruby 15/07/2023
12.	IQAC Student's Chapter Staff	S.Sheela	S. Sheela 15/7/23
13.	Student Representatives	S. Mohana Priya	S. Mohana Priya
14.		M.Sumithra	M. Sumithra