



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),
Nationally Accredited (III cycle) with 'A' Grade by NAAC
ISO 9001:2015 Certified
TRICHY- 620018.

INTERNAL QUALITY ASSURANCE CELL

Circular No: 01

Date:- 24/06/2021

To:- Members of Internal Quality Assurance Cell

Sub: IQAC Meeting on 25.06.2021 at 11.00 a.m

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on 25th June 2022 for the First Periodical Meet of 2021- 2022. The meeting will begin sharp at 11.00 a.m.

Agenda : IQAC Year Plan



V. Vijayaraj
Chairperson of the IQAC & The Principal
Principal
Cauvery College For Women
(Autonomous)
Annamalai Nagar,
Tiruchireppalli - 620 018.
Tamilnadu.



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 25.06.2021

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda : IQAC Year Plan

The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Mr. Thiruneelakandam, Secretary, CCW(A)
3. Dr S Ramalakshmi, Vice Principal, CCW(A)
4. Dr S Shameem, Vice Principal, CCW(A)
5. Dr G Kanaga, Dean of Alumni, CCW(A)
6. Dr N Savithri, Dean of Arts, CCW(A)
7. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
8. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), Ex-Officio
9. Mr. Raj Kumar, Manager, CCW(A)
10. Dr P Urmila, Member, CCW(A)
11. Dr S Jayashree Agarwal, Member, CCW(A)
12. Dr S Mettilda Bhuvanewari, Member, CCW(A)
13. Dr J Tamil Selvi, Member, CCW(A),
14. Dr S Premalatha, Member, CCW(A)
15. Dr P Amirtham, Member, CCW(A)
16. Ms N Girubagari, Member, CCW(A)
17. Dr M Parveen , Member, CCW(A)
18. Dr B Tamilmaraiselvi , Member, CCW(A)
19. Dr S. Rameshwari, Member, CCW(A)
20. Ms B Thanuja, Member, CCW(A)
21. Ms. K. Nikitha, Student Member, CCW(A)
22. Dr V Sinthu Janita Prakash, Dean of Science& Coordinator, IQAC, CCW(A)

The following members were absent

1. Dr R Merlin Packiam, Member, CCW(A)
- 2.. Dr G Maheswari, Member, CCW(A)
3. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
4. Shri. Kanagasabapathi, President TIDISSIA Trichy
5. Ms. Bharagavi, Managing Director, MBR Foods, Trichy

IQAC Year Plan (2021 – 2022)

With the prime focus of The Mission and The Vision of the Institution, the Management of the College Governing Council, the Principal along with the erudite teaching members aim to produce better learners and utilitarian members for the society. With this, as an unswerving objective the institution has planned to adapt to feasible and easily assessable methods of teaching and learning:

1. Entrepreneurship Development Cell and Institution Innovation Council to launch
 - The IDEATION CLUB
 - The STARTUP
 - The INNOVATION CLUB
2. To initiate online learning by making the majority of the curriculum resources available in the college website. This is to aid casual absentees and for indefinite holidays announced during any crisis like pandemic.
3. To organize a Faculty Development Programme, named 'GURUDAKSHTA' to focus on publications, projects and patents.
4. To promote research activities, Seed money to be given to faculty.
5. To motivate faculty members for industry interaction with objectives to get sponsored projects and placement of students.
6. To construct a plan to submit proposals for funding agencies for research and to sign MOU with industries to get industry sponsored projects and internship training to students.
7. To introduce Industry-Oriented Degree Programme in the undergraduate level.
8. To introduce Value Added Courses to provide students an understanding of the expectations of industry, to bridge the skill gaps and to provide an opportunity to develop inter-disciplinary skills.



Dr V Sinthu Janita Prakash

IQAC Coordinator



Dr V Sujatha

Chair Person & Principal
Principal
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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 25.06.2021

Plan of Action Proposed	Action Taken
Entrepreneurship Development Cell and Institution Innovation Council to launch <ul style="list-style-type: none">● The IDEATION CLUB● The STARTUP CLUB● The INNOVATION	The Entrepreneurship Development Cell and Institution Innovation Council have launched <ul style="list-style-type: none">● The Ideation Club to develop entrepreneurial instincts that benefits the social grounds.● The Startup club to develop a startup ecosystem that benefits students, faculty to experience the novelty of their created innovative ideas.● The Innovation Club to develop and encourage innovative practices in the ideated themes. where in the participant stand to be self dependent.
To organize a Faculty Development Programme, named 'GURUDAKSHTA' to focus on publications, projects and patents.	Faculty Development Programme, named 'GURUDAKSHTA' was organised by every department. Eminent researchers were invited to deliberate on the importance of research leading to publications, projects and patents
To promote research activities, Seed money to be given to faculty	Research Committee of the college collected research proposals from the faculty. 63 proposals were received from various departments. After scrutiny by the experts in BoS, 15 proposals were given seed money of Rs 1,70,000/-. Timeline and progress of the projects are being monitored by the Research Committee. Duration of the project is one year and the outcome should be atleast one publication in Scopus/ Web of Science or a patent.
To motivate faculty members for industry interaction with objectives to get sponsored projects and placement of students.	The students and the faculty gain the industry support to take up MoU's, project and placement
To introduce Industry-Oriented Degree Programme in the undergraduate level.	A MoU was signed with TATA Consultancy Services to start a new programme BSc Computer Science with Cognitive System under the Academic Interface Programme of TCS
To introduce Value Added Courses	91 Value Added Courses will be introduced this academic year to provide students an understanding of the expectations of industry, to bridge the skill gaps and to provide an opportunity to develop inter-disciplinary skills

Dr V Sinthu Janita Prakash
IQAC Coordinator

Dr V Sujatha
Chair Person & Principal



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INTERNAL QUALITY ASSURANCE CELL

Circular No: 02

Date:- 17.08.2021

To:- Members of Internal Quality Assurance Cell

Sub: IQAC Committee Meeting on 18.08.2021 at 11.00am

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on **18.08.2021** for the Second Periodical Meet of 2021- 2022. The meeting will begin sharp at 11.00 a.m.



Agenda

1. AQAR revised format
2. Research Projects
3. Publication - UGC Care list, Scopus & Web of Science
4. FDP - Innovative Technology.
5. ISO internal Audit

V. Vijal
Chairperson of the IQAC & The Principal
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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 18.08.2021

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda

1. AQAR revised format
2. Research Projects
3. Publication - UGC Care list, Scopus & Web of Science
4. FDP - Innovative Technology.
5. ISO internal Audit

The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Ramalakshmi, Vice Principal, CCW(A)
3. Dr S Shameem, Vice Principal, CCW(A)
4. Dr G Kanaga, Dean of Alumni, CCW(A)
5. Dr N Savithri, Dean of Arts, CCW(A)
6. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
7. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), EX-Officio
8. Mr. Raj Kumar, Manager, CCW(A)
9. Dr P Urmila, Member, CCW(A)
10. Dr S Jayashree Agarwal, Member, CCW(A)
11. Dr S Metilda Bhuvaneshwari, Member, CCW(A)
12. Dr J Tamil Selvi, Member, CCW(A),
13. Dr S Premalatha, Member, CCW(A)
14. Dr. G. Maheswari, Member, CCW(A)
15. Dr P Amirtham, Member, CCW(A)
16. Ms N Girubagari, Member, CCW(A)
17. Dr R Merlin Packiam, Member, CCW(A)
18. Dr M Parveen , Member, CCW(A)
19. Dr R Tamilmariselvi Member, CCW(A)

20. Dr S. Rameshwari, Member, CCW(A)
21. Ms B Thanuja, Member, CCW(A)
22. Ms. K. Nikitha, Student Member, CCW(A)
23. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

The following members were absent

1. Mr. Thiruneelakandam, Secretary, CCW(A)
2. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
3. Shri. Kanagasabapathi, President TIDISSIA Trichy
4. Ms. Bharagavi, Managing Director, MBR Foods, Trichy

1. **Revised AQAR Online Submission**
Orientation programmes to be organized for the Criterion In-Charges to explain the Revised AQAR format, how data and additional information to be collected, adherence to SOP and online submission
2. Faculty and students to apply for Research Projects. PG students and faculty members are to be motivated to apply for funded research projects
3. Programme to be organized to orient the faculty for quality Publication - UGC Care list, Scopus & Web of Science
4. To organize FDP on Innovative Technology.
5. ISO Internal Audit to be scheduled which is conducted twice a year by the internal auditors



Dr V Sinthu Janita Prakash
IQAC Coordinator



Dr V Sujatha
Chair Person & Principal
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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 18.08.2021

Plan of Action Proposed	Action Taken
Revised AQAR Online Submission	An orientation on Revised AQAR was given to the Key in-charges by Dr Sinthu Janita and Ms Ramya. A further meeting was held on 18.11.21 and in charges of various criterions gave clear instructions on how Criterion wise Data Inputs and Supporting Documents for AQAR have to be collected.
Research Projects	New projects have been accorded especially in the department of Physics
Publication - UGC Care list, Scopus & Web of Science	Dr Kalaiarasi and Dr Gowri gave valuable inputs on Knowing the Nuances to Publish in Quality Research Journals. More faculty and students have published in journals indexed in UGC Care list, Scopus & Web of Science
FDP - Innovative Technology.	IQAC along with the clubs of various department have conducted FDP on Innovative Technology.
ISO Internal Audit to be conducted	ISO internal Audit will be conducted on 30.09.2021

Dr V Sinthu Janita Prakash

IQAC Coordinator

Dr V Sujatha

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INTERNAL QUALITY ASSURANCE CELL

Circular No: 03

Date:- 11.11.2021

To:- Members of Internal Quality Assurance

Sub: IQAC Committee Meeting on 12.11.2021 at 11.00 a.m

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on **12.11.2021** for the Third Periodical Meet of 2021- 2022. The meeting will begin sharp at 11.00 a.m.

Agenda

1. ISO Surveillance Remote Audit II
2. External Academic Audit
3. Re-Constitution of Statutory and Non-Statutory Committees
4. Nomination of Two Subject Experts from other Universities for BoS
5. Reframing of the Programme Structure of all UG & PG programme
6. Seed Money – Progress Monitoring



V. Vignesh
Chairperson of the IQAC & The Principal

Principal

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 12.11.2021

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda

1. ISO Surveillance Remote Audit II
2. External Academic Audit
3. Re-Constitution of Statutory and Non-Statutory Committees
4. Nomination of Two Subject Experts from other Universities for BoS
5. Reframing of the Programme Structure of all UG & PG programme
6. Seed Money – Progress Monitoring

The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Mr. Thiruneelakandam, Secretary, CCW(A)
3. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
4. Ms. Bharagavi, Managing Director, MBR Foods, Trichy
5. Dr S Ramalakshmi, Vice Principal, CCW(A)
6. Dr S Shameem, Vice Principal, CCW(A)
7. Dr G Kanaga, Dean of Alumni, CCW(A)
8. Dr N Savithri, Dean of Arts, CCW(A)
9. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
10. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), EX-Officio
11. Mr. Raj Kumar, Manager, CCW(A)
12. Dr P Urmila, Member, CCW(A)
13. Dr S Jayashree Agarwal, Member, CCW(A)
14. Dr S Metilda Bhuvanewari, Member, CCW(A)
15. Dr J Tamil Selvi, Member, CCW(A),
16. Dr S Premalatha, Member, CCW(A)
17. Dr G Maheswari, Member, CCW(A)
18. Dr P Amirtham, Member, CCW(A)
19. Dr R Merlin Packiam, Member, CCW(A)
20. Dr M Parveen , Member, CCW(A)
21. Dr B Tamilmaraiselvi , Member, CCW(A)
22. Dr S. Rameshwari, Member, CCW(A)
23. Ms B Thanuja, Member, CCW(A)

24. Ms. K. Nikitha, Student Member, CCW(A)
25. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

The following members were absent

1. Ms N Girubagari, Member, CCW(A)
2. Shri. Kanagasabapathi, President TIDISSIA Trichy

1. ISO Surveillance Remote Audit II will be conducted as per the IR class Schedule
2. Academic Audit to be conducted for the period 2019-2020 & 2020-2021. Three teams with two subject experts each to be identified to conduct Academic Audit. Data sheets to be framed and given to the departments
3. New members to be nominated for the Statutory and Non-Statutory Committees and approved in the Governing Body Meeting.
4. Nomination of Two Subject Experts from other Universities / Colleges for the Board of Studies to be forwarded for selection in Governing Body Meeting for the period 2022-2025
5. Programme Structure will be reframed for all UG & PG programme to accommodate – Project /Field Work / Internship from the Academic year 2022- 2023 onwards.
6. A report on the Progress of Seed Money given for projects to be collected



Dr V Sinthu Janita Prakash

IQAC Coordinator





Dr V Sujatha

Chair Person & Principal
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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 12.11.2021

Plan of Action Proposed	Action Taken
ISO Surveillance Remote Audit II will be conducted as per the IR class Schedule	ISO Surveillance Remote Audit II will be conducted as per the IR class Schedule in June 2022
Academic Audit to be conducted for the period 2019-2020 & 2020-2021	Academic Audit will be conducted for the period 2019-2020 & 2020-2021 in March 2022. Four teams, with two subject experts each have been identified to conduct Academic Audit. Data sheets with 45 questions and consolidated reports are framed and given to the departments
New members to be nominated for the Statutory and Non-Statutory Committees and approved in the Governing Body Meeting.	Members nominated for the Statutory and Non-Statutory Committees have been forwarded to the Governing Body for further approval
Nomination of Two Subject Experts from other Universities / Colleges for the Board of Studies to be forwarded for selection in Governing Body Meeting	Five nominees of other universities/ Colleges have been forwarded to the Governing Body for selecting Two Subject Experts for the Board of Studies
Reframing of the Programme Structure of all UG & PG programme to accommodate – Project /Field Work / Internship from the Academic year 2022-2023 onwards.	Programme Structure has been modified to give Project Work in the final semester of all UG programmes. Internship for 15 days for UG students at the end of the third semester which will be evaluated in the fourth semester. Internship for 15 days for PG students at the end of the first semester which will be evaluated in the second semester.
Seed Money – Progress Monitoring	Researchers who have received the seed money have been asked to submit the progress report by April 2022



Dr V Sinthu Janita Prakash

IOAC Coordinator





Dr V Sujatha

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INTERNAL QUALITY ASSURANCE CELL

Circular No: 04

Date:- 25.01.2022

To:- Members of Internal Quality Assurance Cell

Sub: IQAC Committee Meeting on 27.01.2022 at 11.00a.m

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on 27.01. 2022 for the Fourth Periodical Meet of 2021- 2022. The meeting will begin sharp at 11.00 a.m.

Agenda

- Evaluation of AQAR



V. Vijetha
Chairperson of the IQAC & The Principal

Principal
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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 27.01.2022

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda

- Evaluation of AQAR

The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Dr S Ramalakshmi, Vice Principal, CCW(A)
3. Dr S Shameem, Vice Principal, CCW(A)
4. Dr G Kanaga, Dean of Alumni, CCW(A)
5. Dr N Savithri, Dean of Arts, CCW(A)
6. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
7. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), EX-Officio
8. Mr. Raj Kumar, Manager, CCW(A)
9. Dr P Urmila, Member, CCW(A)
10. Dr S Jayashree Agarwal, Member, CCW(A)
11. Dr S Mettilda Bhuvanewari, Member, CCW(A)
12. Dr J Tamil Selvi, Member, CCW(A),
13. Dr S Premalatha, Member, CCW(A)
14. Dr G Maheswari, Member, CCW(A)
15. Dr P Amirtham, Member, CCW(A)
16. Ms N Girubagari, Member, CCW(A)
17. Dr R Merlin Packiam, Member, CCW(A)
18. Dr M Parveen , Member, CCW(A)
19. Dr B Tamilmaraiselvi , Member, CCW(A)
20. Dr S. Rameshwari, Member, CCW(A)
21. Ms B Thanuja, Member, CCW(A)
22. Ms. K. Nikitha, Student Member, CCW(A)
23. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

The following members were absent

1. Mr. Thiruneelakandam, Secretary, CCW(A)
2. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
3. Shri. Kanagasabathi, President TIDISSIA Trichy
4. Ms. Bharagavi, Managing Director, MBR Foods, Trichy

Being an Assessor of NAAC, Madam Principal evaluated the Qualitative and Quantitative inputs of AQAR 2020-2021 submitted online. Madam discussed with the criterion incharges about the quality enhancement measures to be undertaken.

Areas for Enhancement Criterion wise

CRITERION -1

Curricular Aspects

1. More number of courses focusing on employability/Entrepreneurship and Skill development courses to be implemented in the syllabus.
2. Students' enrollment in Certificate courses to be increased.
3. Group projects to be introduced in final year undergraduate programmes.
4. Expertise training focusing on NET/SET/GATE/TNPSC Examination.
5. Value Added Courses to be offered at a phase of twice in a year.
6. Implementing courses emphasizing on cross cutting issues related to Gender, professional ethics, human values, and environmental sustainability has to be implemented in PG programmes.
7. Employer and industrial expert feedbacks to be sought.
8. Internship/field trip has to be implemented for all the Programmes.

CRITERION -2

Teaching & Learning, Evaluation

1. A detailed lecture on course attainment calculation can be given.
2. Students and Faculty are expected to create E-contents.
3. The students are expected to undertake more internships and projects.
4. Civil service and group exam coaching can be given to produce skilful students.
5. STEP course by The Hindu newspaper can be introduced to make students more fluent in English language.
6. Department clubs can implement problem solving learning through various activities and competitions.

CRITERION -3

Research, Consultancy and Extensions

1. To apply various funding agencies which provide for grants in various field
2. To establish MoU's to promote collaborative research
3. To publish in top-tier journals to upgrade research
4. To highlight the importance of research culture through panel discussions, workshops and presentations across the organization

CRITERION -4

Infrastructure and Learning Resources

1. Audio Visual room to be established
2. LCD Projector to be increased and fixed
3. NSS, Counseling room and sick room to be provided
4. LED digital board for announcement of academic activities
5. Subscription to E-books, e-journals and database
6. Increase user access to INFLIBNET and DELNET
7. Remote access to library required
8. Yoga to be included as part of curriculum

CRITERION - 5

Student Support and Progression

1. Government scholarship details need to be displayed in our website.

2. List of private trusts and NGOs providing scholarships need to be displayed.
4. More Programs need to be conducted for giving guidance to qualify in competitive exams and get more placements. Proper maintenance of reports also needed.
5. Number of awareness programmes (Less Energy Conservation Day, No Vehicle day, Anti-ragging Campaign, Khaadi Day, Punctuality day) organized through student union council has to be increased (atleast one per semester).
6. Prominent alumnae need to be highlighted in the website with photos.
7. Alumnae to be asked to provide internship to our students.

CRITERION – 6

Governance, Leadership and Management

1. Faculty must register to be a part of professional bodies,& / attend - Professional Development course as per UGC Norms
2. Minimum One Training programmes for Teaching & Non-Teaching Staff to be organized by each department.
3. Collaborative Activities to be strengthened.
4. Creation of Android App / Usage
5. Internal Auditor to be Fixed.
6. Funds / Grant from Non - Government agencies away from parent institution to be enriched.
7. Infrastructure to be upgraded with latest ICT tools, licensed softwares.
8. Research Labs should be established with higher end research related software's to increase number of publications

CRITERION -7

Institutional values and Best Practices

1. Dressing room and Sick room/Daycare facility Room.
2. Sensor Based Energy Conservation- Water Tank in the college.
3. MOU - Waste Management
4. Bunds (Hand Washing water can be directed to Garden)
5. Ramps –near lifts in B block and A block
6. Display boards (college map, available clubs details....), tactile paths and sign posts- Signage including lights.
7. Divyangan Toilets



Dr V Sinthu Janita Prakash

IQAC Coordinator





Dr V Sujatha

Chairperson of the IQAC & The Principal
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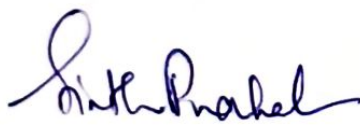


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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 27.01.2022

Plan of Action Proposed	Action Taken
Evaluation of AQAR	Under the banner of IQAC the Top Management Evaluated the AQAR key indicators of all the seven criterion.
Criterion Wise	Principal discussed with the criterion incharges about the plan of action for the quality enhancement measures to be undertaken.



Dr V Sinthu Janita Prakash

IQAC Coordinator





Dr V Sujatha

Chairperson of the IQAC & The Principal
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INTERNAL QUALITY ASSURANCE CELL

Circular No: 05

Date:- 09.03. 2022

To:- Members of Internal Quality Assurance Cell

Sub: IQAC Committee Meeting on 10.03.2022 at 11.00 a.m

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on 10.03.2022 for the Fifth Periodical Meet of 2021-2022. The meeting will begin sharp at 11.00 a.m.



V. Vijetha
Chairperson of the IQAC & The Principal
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Agenda

1. External Academic Audit
2. Introduction of LOCF
3. Reformation in UG Programme Structure & Evaluation pattern
4. Introduce Internship as part of the Core Course in Semester IV
5. Project in Semester VI
6. Examination Reformation- duration, Mark Fixation for internal and External and Other components for Internal marks.



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ISO 9001:2015 Certified
TRICHY- 620018.

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 10.03.2022

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda

1. External Academic Audit
2. Introduction of LOCF
3. Reformation in UG Programme Structure & Evaluation pattern
4. Introduce Internship as part of the Core Course in Semester IV
5. Project in Semester VI
6. Examination Reformation- duration, Mark Fixation for internal and External and Other components for Internal marks.

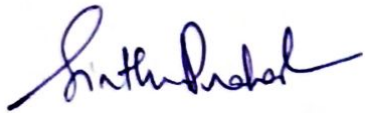
The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Mr. Thiruneelakandam, Secretary, CCW(A)
3. Dr S Ramalakshmi, Vice Principal, CCW(A)
4. Dr S Shameem, Vice Principal, CCW(A)
5. Dr G Kanaga, Dean of Alumni, CCW(A)
6. Dr N Savithri, Dean of Arts, CCW(A)
7. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
8. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), EX-Officio
9. Mr. Raj Kumar, Manager, CCW(A)
10. Dr P Urmila, Member, CCW(A)
11. Dr S Jayashree Agarwal, Member, CCW(A)
12. Dr S Metilda Bhuvaneshwari, Member, CCW(A)
13. Dr J Tamil Selvi, Member, CCW(A),
14. Dr S Premalatha, Member, CCW(A)
15. Dr G Maheswari, Member, CCW(A)
16. Dr P Amirtham, Member, CCW(A)
17. Ms N Girubagari, Member, CCW(A)
18. Dr R Merlin Packiam, Member, CCW(A)
19. Dr M Parveen, Member, CCW(A)
20. Ms B Thanuja, Member, CCW(A)
21. Ms. K. Nikitha, Student Member, CCW(A)
22. Dr V Sinthu Janita Prakash, Dean of Science & Coordinator, IQAC, CCW(A)

The following members were absent

1. Dr B Tamilmaraiselvi, Member, CCW(A)
2. Dr S. Rameshwari, Member, CCW(A)
3. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
4. Shri. Kanagasabapathi, President TIDISSIA Trichy
5. Ms. Bharagavi, Managing Director, MBR Foods, Trichy

1. External Academic Audit will be conducted on 26.03.2022 for the period 2019-2020 & 2020-2021.
2. Learning Outcome Based Curriculum Framework to be introduced from the academic year 2022-2023
3. The programme structure of UG and PG programme to be reframed as per the requirements of LOCF
4. Internship has been made mandatory for all UG & PG programmes. In UG, the students will go for internship at the end of the third semester for 15 days which will be evaluated in the fourth semester. In PG, students will go for internship at the end of the first semester for 15 days which will be evaluated in the second semester.
5. Both UG and PG students will have to do industry projects at the end semester
6. Departments given the liberty to choose internal external marks, components of internal marks and question paper pattern.



Dr V Sinthu Janita Prakash

IQAC Coordinator



Dr V Sujatha



Chairperson of the IQAC & The Principal
Principal
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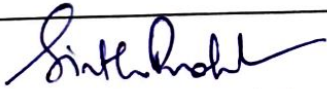


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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 10.03.2022

Plan of Action Proposed	Action Taken
External Academic Audit	The External Academic Audit of the college for the period 2019-2021 is scheduled to be conducted on 26.03.2022. Six Academic external experts (two from the Faculty of Arts and four from the Faculty of Science) from neighboring universities will be invited and three teams will be constituted. The departments are given a data sheet containing 45 questions. During the visit to the departments, the HODs will make a brief presentation about the department on all aspects. The departments will present all relevant documents in support of the department inputs for physical verification. The expert teams will verify all the documents /records. The teams will visit all the infrastructural facilities such as classrooms, laboratories, seminar halls, computer labs, and department library. The teams will interact with the faculty members and received their feedback on teaching, research and evaluation. The teams will also interact with the students to get their feedback and suggestions regarding infrastructural facilities available, performance of teachers, evaluation methods adopted and teaching learning process.
Learning Outcome Based Curriculum Framework to be introduced from the academic year 2022-2023	FDPs to be organized to orient faculty on the introduction of LOCF
Modification of programme structure	Programme structure has been modified as per the guidelines given by UGC
➤ Project in Semester VI	To include Project for UG & PG, get the approval from BoS and forward to the Academic Council
➤ Introduce Internship as part of the Core Course in Semester IV	To include internship for UG & PG, get the approval from BoS and forward to the Academic Council
➤ Examination Reformation- duration, Mark Fixation for internal and External and Other components for Internal marks.	To be discussed in BoS and then forwarded to the Academic Council for further approval


Dr V Sinthu Janita Prakash
IQAC Coordinator




Dr V Sujatha
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INTERNAL QUALITY ASSURANCE CELL

Circular No: 06

Date:- 01.04.2022

To:- Members of Internal Quality Assurance Cell

Sub: IQAC Committee Meeting on 04.04.2022 at 11.00 a.m.

This is to inform all the Members of the *Internal Quality Assurance Cell* to be present in Rameswari Nalluswamy Meeting Hall on 04.04.2022 for the Sixth Periodical Meet of 2021- 2022. The meeting will begin sharp at 11.00 a.m.

Agenda

1. External Peer Team Visit
2. Preparation of AQAR 2021-2022
3. NAAC sponsored Seminar
4. Faculty Orientation Programme



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING OF THE MEMBERS OF IQAC HELD ON 04.04.2022

Venue : Rameswari Nalluswamy Meeting Hall

Time : 11.00 a.m.

Agenda

1. External Peer Team Visit
2. Preparation of AQAR 2021-2022
3. NAAC sponsored Seminar
4. Faculty Orientation Programme

The following members attended the meeting

1. Dr V Sujatha, Principal, CCW(A), Chair Person, IQAC
2. Mr. Thiruneelakandam, Secretary, CCW(A)
3. Dr S Ramalakshmi, Vice Principal, CCW(A)
4. Dr S Shameem, Vice Principal, CCW(A)
5. Dr G Kanaga, Dean of Alumni, CCW(A)
6. Dr N Savithri, Dean of Arts, CCW(A)
7. Ms V Ramya, Controller of Examinations, CCW(A), Ex-Officio
8. Dr N Siva Priya, Deputy Controller of Examinations CCW(A), EX-Officio
9. Dr P Urmila, Member, CCW(A)
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15. Dr R Merlin Packiam, Member, CCW(A)
16. Dr M Parveen , Member, CCW(A)
17. Dr B Tamilmaraiselvi , Member, CCW(A)
18. Dr S. Rameshwari, Member, CCW(A)
19. Ms B Thanuja, Member, CCW(A)
20. Ms. K. Nikitha, Student Member, CCW(A)
21. Dr V Sinthu Janita Prakash, Dean of Science& Coordinator, IQAC, CCW(A)

The following members were absent

1. Mr. Raj Kumar, Manager, CCW(A)
2. Dr S Mettilda Bhuvaneswari, Member, CCW(A)
3. Dr S Premalatha, Member, CCW(A)
4. Dr Tamil Selvi, National Institute of Technology, Tiruchirappalli
5. Shri. Kanagasabapathi, President TIDISSIA Trichy
6. Ms. Bharagavi, Managing Director, MBR Foods, Trichy

1. The Annual External Peer Team Visit is scheduled to be conducted on 30.04.2022. Two experts from neighbouring college are appointed for this.
2. Criterion incharges were asked to incorporate preparedness for NEP 2020 in all the formats of AQAR Guidelines from the Academic Year 2021-2022.
3. NAAC sponsored two days virtual seminar on Fostering Global Competence Among Higher Education Institutions Through Technology to be conducted on 8th and 9th June 2022.
4. Faculty Orientation Programme to be organised in the beginning of the next academic year focussing on E content Development and Student Teacher relationship.



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INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN PLAN OF THE MEETING OF IQAC HELD ON 04.04.2022

Plan of Action Proposed	Action Taken
External Peer Team Visit	<p>The Annual External Peer Team Visit was conducted on 30.04.2022. Two experts from neighbouring college are appointed for this. Criterion in charges presented the AQAR 2020-2021 with data and supporting documents.</p> <p>The members gave criterion wise suggestions</p> <p>CRITERION-I : CURRICULAR ASPECTS</p> <ul style="list-style-type: none"> • More number of Value Added Courses and Add-on Courses to be conducted. • Department- wise data can be given in Excel data template. • Mention % revision for Programmes by checking the courses modified. • Do activities based on MOU. • Check the data with extended profile. • Programme Outcome of Department of Tamil to be translated in English. • Based on Revised Blooms Taxonomy (RBT) Mapping of Course Outcome Attainment Question Paper Mapping with Cognitive Level (K1 – K6) shall be included in future. <p>CRITERION-II :TEACHING – LEARNING AND EVALUATION</p> <ul style="list-style-type: none"> • To assist yet-to-qualify faculty, more training programmes may be planned and provided. • Staff members and students can be motivated to develop more E-Contents. • Cross Check the Student list with evidence given. • Attendance and Result analysis for Remedial classes to be prepared. • Bridge Course feedback to be collected and analysis to be done. • For all Programmes / Activities, write a report Signed by HOD and signature of the participants to be obtained as evidence. <p>CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION</p> <ul style="list-style-type: none"> • Explore possibility to get support from local industries for various research oriented activities. • Plan to organize National and International conferences and workshops to explore more in receiving funding from professional bodies. • Ph.D qualified faculty member are encouraged to get research guideship. • Research Supervisors may be encouraged to guide Ph.D full time/part time scholars. • To implement Plagiarism check through authenticated software. • To publish research articles in highly reputed journals (Science Indexed, Scopus, Web of Science and UGC Care List). • To increase citation and H-Index of all indexed publications. • Revenue generated from consultancy and corporate training should be undertaken. • Encourage faculty to conduct National/ International Workshops, Seminars and Conferences and Apply Fellowships. • Collaborative Research Work with other institutions can be initiated and encouraged by the college(or) Collaborative Research can be ignited for the

	<p>growth of the Institutional Research(or) Collaborative and Interdisciplinary researches may be encouraged among the teachers and students.</p> <ul style="list-style-type: none"> • Research Award at college level can be given to staff members to encourage research output. • The Extension Clubs are encouraged to conduct more number of Awareness Programmes. • Teachers can be encouraged to apply Minor and Major Project to various funding Agencies ICSSR / ICMR / UGC etc., • MoU / MoA with Industry and Research Institutes of Nationally reputed. • Full PDF of Papers and Books Published will be collected and generate the Link in College domain. <p>CRITERION IV- INFRASTRUCTURE AND LEARNING RESOURCES Audio Visual room to be established.</p> <ul style="list-style-type: none"> • Subscription to e-books, e-journals and database. • Increasing user access to INFLIBNET and DELNET. • Remote access to library required. • Increasing the use of library by the students and teachers. • Classroom numbers can be given as caption in photos. • Create a LMS portal for the campus. • Teachers can be trained in e-content preparation and encouraged to develop more e-contents for the benefit of the students. <p>CRITERION V- STUDENT SUPPORT AND PROGRESSION Start coaching class for competitive examinations like JAM/ SET/ NET/ UPSC</p> <ul style="list-style-type: none"> • More companies may be invited to increase the placement opportunities • Awards and medals on National and International level may be increased • Copy of the application for Government scholarship by students can be given <p>CRITERION VI- GOVERNANCE, LEADERSHIP AND MANAGEMENT Fund & Grants from Government and Non-Government Agencies & Philanthropist to be focused.</p> <ul style="list-style-type: none"> • Management can form Parents Teachers Association (PTA) to conduct meeting with all the stakeholders frequently. • Paperless transactions and digitalization of data/ records can be improved further. • More interactive Online Portals can be introduced for faculty and students. <ul style="list-style-type: none"> • Audit statement for all Financial Support. • Welfare measures can be separated as Teaching and Non-Teaching <p>CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES</p> <ul style="list-style-type: none"> • More LED bulbs could to be fixed to Save/ Conserve Electricity. <p>Lift and Ramp facilities to be provided in Admin block</p>
<p>Preparation of</p>	<p>The criterion incharges were asked to take into consideration the following when preparing AQAR 2021-2022</p> <ol style="list-style-type: none"> 1.. Multidisciplinary / interdisciplinary 2. Academic bank of credits (ABC) 3. Skill development 4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) 5. Focus on Outcome based education (OBE) 6. Distance education/online education <p><u>Institutional preparedness for implementing NEP 2020</u></p> <p>1. Towards promoting holistic and multidisciplinary Liberal Education: a</p>

<p>AQAR 2021-2022 & Institutional preparedness for implementing NEP 2020</p>	<p>Mention the programmes/curricula developed, with multidisciplinary subject combinations across Arts, humanities and Sciences, maintaining the rigour of Learning.</p> <p>b. Preparation and provision for multiple entry and exit options to UG students at the end of each of the three years with relevant certification as per NEP 2020.</p> <p>c. Development of innovative credit-based courses that include flexible and innovative curricula that include projects in the areas of community engagement & service, environmental education, and value-based education towards ensuring holistic and multidisciplinary education to students.</p> <p>d. Preparation for a 4-year teaching intensive or research intensive honours degree to promote higher level academic/research experience relevant to solve societal problems.</p>
<p>NAAC sponsored Seminar</p>	<p>NAAC sponsored Two day Virtual National Seminar on Fostering Global Competence among Higher Education Institutions through Technology was organized 9th and 10th June 2022. The Programme was attended by more than 300 participants from Andhra Pradesh, Karnataka, Kerala, Maharashtra, Pondicherry, Tamil Nadu, Telangana and Uttar Pradesh comprising Principals, Deans, Directors, Vice Principals, IQAC, NIRF, AISHE Coordinators and Faculty Members. The Inauguration session was presided by Dr.V.Sujatha, Principal, Cauvery College for Women (Autonomous), Tiruchirappalli, Tamil Nadu. On 9th June 2022, the first session was handled by Prof Y.M. Jayaraj, Chief Advisor to Chancellor, Dr.D.Y.Patil Vidyapeeth, Pune, Maharastra on Concept Formation and Implementation of Refurbished NAAC Methodology of Assessment & Accreditation under Revised Accreditation Framework. The second session was handled by Dr. S. Srinivasa Ragavan, Professor & Head, Department of Library and Information Science, Bharathidasan University, Tiruchirappalli on Global Education and Relevant Examination Reforms. The third session was focused on Sustainable Green Practices at Higher Educational Institutions and it was delivered by Prof. N. Nandini, Professor & Chairperson, Department of Environmental Science, Bangalore University, Bengaluru.</p> <p>On 10th June, the fourth session was delivered on Global Perspectives of Management Changes by Dr. Nongmaithem Rokendro Singh, Professor, Department of Commerce, School of Economics, Management and Information Sciences, Mizoram University, Aizawal, Mizoram. The fifth session was dealt by Dr. E. Ramganes, Professor, Coordinator of UGC SAP DRS II, Department of Educational Technology, Bharathidasan University, Tiruchirappalli, Tamil Nadu on Universal Perspectives of Students in Higher Education. Dr. S. Senthilnathan, Director (FAC), UGC-Human Resource Development Centre, Professor, Department of Educational Technology, Bharathidasan University, Tiruchirappalli, Tamil Nadu presented his expertise on the topic Worldwide Restructuring of Technology in Education System in the last session. At the end of all plenary lectures, the Resource persons were Green Honoured by Indoor Medicinal plants. The participants while voicing the feedback felt that they were able to understand the need for quality education and its sustenance, especially in higher education. They also had an opportunity to understand the intricacies of the accreditation process and its importance in quality achievement and its sustenance. The delegates acquired the knowledge of all stakeholders' perspectives about the quality, policies and procedures</p>

	needed in quality approach, data assimilation, management, production and technology. The programme came to an end with formal Vote of thanks rendered by Ms.V.Ramya, Controller of Examinations, Cauvery College for Women (Autonomous), Tiruchirappalli, Tamil Nadu.
Faculty Orientation Programme	<p>Faculty Orientation Programme is scheduled to be conducted on</p> <ul style="list-style-type: none"> • Research Ethics on 11.06.2022 • ICT Tools for E- Content Development on 13.06.2022 • Classroom Management on 14.06.2022 • Behavioural Problems in Post Pandemic Period among College Students on 14.06.2022 • Special Three Days FDP to be given to a set of selected 110 faculty members on ICT Tools for E- Content Development for MOOCs from 13.06.2022 to 16.06.2022 • The faculty will be assigned the task to develop 4 e-contents inclusive of 2 in their subject area.

Sinthu Prakash

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