



# VIVEKANANDHA COLLEGE OF ARTS AND SCIENCES FOR WOMEN

[Autonomous]

SPONSORED BY: ANGAMMAL EDUCATIONAL TRUST

An ISO 9001:2015 Certified Institution

Affiliated to Periyar University,

Approved by AICTE, Re-Accredited with 'A' Grade by NAAC

Recognized under Section 2(f) & 12(B) of UGC Act, 1956

Elayampalayam - 637205, Tiruchengode, Namakkal Dt., Tamil Nadu



## INTERNAL QUALITY ASSURANCE CELL

VICAS/IQAC/2021-22/Meeting-01

Date: 03.08.2021

DATE: 06.08.2021

VENUE: VICAS BOARD ROOM

DAY: FRIDAY

TIME: 10.00 AM TO 11.00AM

All the members of IQAC are requested to attend the meeting. The Agenda for the meeting is presented below:

### AGENDA:

1. Review of Quality Plan components
2. ISO surveillance audit report
3. SSR report and DVV clarification
4. Plan for peer Team Audit
5. Any other matters

Principal/IQAC Chairman

PRINCIPAL

VIVEKANANDHA COLLEGE OF ARTS AND  
SCIENCES FOR WOMEN (Autonomous),  
ELAYAMPALAYAM - 637 205,  
TIRUCHENGODE TK, NAMAKKAL DT,  
TAMIL NADU.

To:

All Members

Copy to:

- ❖ The Chairman & Secretary
- ❖ The Executive Director /The Chief Executive
- ❖ The Director - Arts & Science College
- ❖ The Dean - Academic & Research
- ❖ The Controller of Examinations
- ❖ The Office of the IQAC





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## INTERNAL QUALITY ASSURANCE CELL

DATE: 06.08.2021

VENUE: VICAS BOARD ROOM

DAY: FRIDAY

TIME: 10.00 AM TO 11.00AM

IQAC Chairman welcomed all the members for the meeting. The following points were discussed in the meeting.

Sl.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	Review of Quality Plan components	No major shortfalls reported. Activities are proceeding as per the plan. Cell and Department may inform to changes the In-charges.	Cells and Departments	Next Meeting
2.	ISO surveillance audit	External audit report received. No non-conformities found in the report.	Team IQAC	---
3.	SSR report and DVV clarification	NAAC and the responses were submitted on time.	Team IQAC	---
4.	Peer Team Audit	A Peer Team Audit will be conducted with external experts.	---	---
5.	Any Other Matters	Revisions in IQAC documents will be released as per new AQAR 2020-21 format.	IQAC	Next Meeting

The coordinator thanked all the members for attending the meeting.

  
IQAC Coordinator

Copy to:

- ❖ The Chairman & Secretary
- ❖ The Executive Director /The Chief Executive
- ❖ The Principal, VICAS





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Date: 03.08.2021

S.NO	NAME OF THE FACULTY	SIGNATURE	REMARKS
1	M.B. ANUSHA		
2	Dr. V. Selvan		
3	M. TAMILSEWAN		
4	Dr. R. Ravichandran		
5	Dr. R. Kalyani		
6	Dr. G. Sathya Kumar		
7	Dr. Nandhini		
8	A. Gayathri		
9	Dr. R. Jagatheesan		
10	Dr. M. GOVINDKUMAR		
11	K. JEEVITHA		
12	G. Shyamala		
13	Dr. M. P. Anjasey		
14	Dr. R. Ramasamy		
15	Dr. R. CHITRA		
16	J. Kadamai dheen		
17	Dr. V. Ramagh		
18	Dr. M. SUBARAJA		
19	J. LEVATHI		
20	M. Devi		

21. Dr. M. Prasath.



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## INTERNAL QUALITY ASSURANCE CELL

VICAS/IQAC/2021-22/Meeting-02

Date: 15.10.2021

DATE: 18.10.2021

VENUE: VICAS BOARD ROOM

DAY: MONDAY

TIME: 10.00 AM TO 11.00AM

All the members of IQAC are requested to attend the meeting. The Agenda for the meeting is presented below:

### AGENDA:

1. Reconstitution of committee
2. SSR preparation
3. E-Content development
4. NPTEL
5. Any other matters

Principal/IQAC Chairman  
PRINCIPAL

VIVEKANANDHA COLLEGE OF ARTS AND  
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TAMIL NADU.

To:

All Members

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- ❖ The Director - Arts & Science College
- ❖ The Dean - Academic & Research
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## INTERNAL QUALITY ASSURANCE CELL

DATE: 18.10.2021

VENUE: VICAS BOARD ROOM

DAY: MONDAY

TIME: 10.00 AM TO 11.00AM

IQAC Chairman welcomed all the members for the meeting. The following points were discussed in the meeting.

Sl.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	Reconstitution of committee	All the committees must be reconstituted like IQAC, Academic Council, and Governing Body. The Alumni Committee must be in proper functioning.	IQAC	-
2.	SSR preparation	The growth of the faculty is the growth of the department and activities must be based on NAAC and yearly SSR must be focused	Cells and Departments	-
3.	E-Content development	LMS must be active and utilized and updated by each staff.	Team IQAC	-
4.	NPTEL	All the faculty must registered NPTEL.	-	-
4.	Any Other Matters	Nil	-	-

The coordinator thanked all the members for attending the meeting.

  
18/10/21  
IQAC Coordinator

Copy to:

- ❖ The Chairman & Secretary
- ❖ The Executive Director /The Chief Executive
- ❖ The Principal, VICAS





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Date: 18.10.2021

S.NO	NAME OF THE FACULTY	SIGNATURE	REMARKS
1	Dr. M. Periyasamy		
2	A. Gayathri		
3	K. JEEVITHA		
4	Dr. R. Ravi Chandran		
5	Dr. R. Ramasamy		
6	G. Shyamala		
7	Dr. R. Jagathesan		
8	Dr. M. GOKULKUMAR		
9	Dr. G. Sogeeshrumar		
10	M. B. ANUSHA		
11	Dr. V. SELVAM		
12	M. TAMIL SEWAN		
13	S. Nandhini		
14	Dr. R. USTRA		
15	Dr. S. Kowsalya		
16	J. KANAKAMATHAN		
17	P. V. V. Ramesh		
18	Dr. M. SUBBARAJA		
19	J. REVATHI		
20	M. Poni		
21	Dr. M. Prasath		



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## INTERNAL QUALITY ASSURANCE CELL

VICAS/IQAC/2021-22/Meeting-03

Date: 16.12.2021

DATE: 23.12.2021

VENUE: VICAS BOARD ROOM

DAY: FRIDAY

TIME: 10.00 AM TO 11.30AM

All the members of IQAC are requested to attend the meeting. The Agenda for the meeting is presented below:

### AGENDA:

1. Review of Quality Plan components
2. ISO surveillance audit report
3. SSR report and DVV clarification
4. AQAR for 2020-2021
5. Plan for peer Team Audit
6. Any other matters

To:

All Members

Copy to:

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- ❖ The Director - Arts & Science College
- ❖ The Dean - Academic & Research
- ❖ The Controller of Examinations
- ❖ The Office of the IQAC

Principal / IQAC Chairman

PRINCIPAL

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### INTERNAL QUALITY ASSURANCE CELL

DATE: 23.12.2021

DAY: FRIDAY

VENUE: VICAS BOARD ROOM

TIME: 10.00 AM TO 11.30AM

IQAC Chairman welcomed all the members for the meeting. The following points were discussed in the meeting.

Sl.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	Review of Quality Plan components	Curriculum Aspects - Framing of regulation and syllabi for 2022 - Stakeholders Feedback to be received - Increase of employability course Teaching Learning Process - Planning of Laboratory courses in physical mode Supplementary Process - Good no.of online lectures were organized by department, cell and clubs - Alumni Association registration work to be completed Research and Development - Good number of Quality publications reported Placement - Training activities were carried out as per plan - Placement activities are upto the mark	Cells and Departments	Next Meeting
2.	ISO surveillance audit	ISO 2 <sup>nd</sup> surveillance audit is expected during last week of March 2022.	Team IQAC	Next Meeting
3.	SSR report and DVV clarification	Detailed analysis is made on metrics and this may be corrected in forthcoming AQAR submission.	Team IQAC	---
4.	AQAR for 2020-2021	AQAR for 2020-21 was updated with data upto Dec'2021 as per the format.	---	Next Meeting
5.	Any Other Matters	Nil		

The coordinator thanked all the members for attending the meeting.

  
IQAC Coordinator

Copy to:

- ❖ The Chairman & Secretary
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Date: 23.12.2021

S.NO	NAME OF THE FACULTY	SIGNATURE	REMARKS
1	S. Nandhini	S. Nandhini	
2	A. Grayathini	A. Grayathini	
3	Dr. R. Ravi Chandran	Dr. R. Ravi Chandran	
4	Dr. V. SELVAN	Dr. V. SELVAN	
5	M. B. ANUSHA	M. B. ANUSHA	
6	G. Shiyamala	G. Shiyamala	
7	Dr. M. GOHULKUMAR	Dr. M. GOHULKUMAR	
8	M. TAMILSELVAN	M. TAMILSELVAN	
9	Dr. R. Jagathesan	Dr. R. Jagathesan	
10	Dr. G. SATHYABHARATHI	Dr. G. SATHYABHARATHI	
11	Dr. R. Kalyani	Dr. R. Kalyani	
12	K. JEEVITHA	K. JEEVITHA	
13	Dr. M. Parvathy	Dr. M. Parvathy	
14	Dr. R. RAMASAMY	Dr. R. RAMASAMY	
15	Dr. R. CHITRA	Dr. R. CHITRA	
16	J. KODUMAI DEEN	J. KODUMAI DEEN	
17	Dr. V. Ramegh	Dr. V. Ramegh	
18	Dr. M. SURESH	Dr. M. SURESH	
19	J. REVATHI	J. REVATHI	
20	M. Davi	M. Davi	

Dr. M. Prakash

Dr. M. Prakash



  
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## INTERNAL QUALITY ASSURANCE CELL

VICAS/IQAC/2021-22/Meeting-04

Date: 15.03.2022

DATE: 21.03.2022

VENUE: VICAS BOARD ROOM

DAY: MONDAY

TIME: 10.00 AM TO 11.00AM

All the members of IQAC are requested to attend the meeting. The Agenda for the meeting is presented below:

### AGENDA:

1. IQAC Presentation
2. Revision in IQAC Formats
3. 2020-21 AQAR Review
4. Any other matters

Principal/IQAC Chairman  
**PRINCIPAL**

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## INTERNAL QUALITY ASSURANCE CELL

DATE: 21.03.2022

VENUE: VICAS BOARD ROOM

DAY: WEDNESDAY

TIME: 10.00 AM TO 11.00AM

IQAC Chairman welcomed all the members for the meeting. The following points were discussed in the meeting.

Sl.No.	Points Discussed	Action Plan	Responsibility	Target Date
1.	IQAC Presentation	Co-Ordinator- IQAC, Presented the IQAC PPT before the IQAC Members and they reviewed the presentation	IQAC	-
2.	Revision in IQAC formats	According to the requirement of AQAR preparation, Some of the formats are revised and it will come in to effect from 1st june2022	Respective In charges	1st June 2022
3.	2020-21 AQAR Review	AQAR 2021 Reviewed, and will be submitted before 31st March 2022	Team IQAC	31st March 2022
4.	Any Other Matters	Input from external experts: - Improve Communication skills among students through focused programs - Talking technology to Industries via Consultancies	Respective Domain Experts	Next Meeting

The coordinator thanked all the members for attending the meeting.

  
IQAC Coordinator

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Date: 21.03.2022

S.NO	NAME OF THE FACULTY	SIGNATURE	REMARKS
1	DR. V. SELVAN		
2	DR. R. RAVICHANDRAN		
3	Ms. K. JEEVITHA		
4	DR. M. GOHULKUMAR		
5	M. TAMILSEVAN		
6	Dr. R. Jagatheesam		
7	M. B. ANUSHA		
8	Dr. R. Kalyanas		
9	Dr. G. SATHISHKUMAR		
10	S. Nandhini		
11	A. Gayathri		
12	G. Shiyamala		
13	Dr. M. Poojary		
14	Dr. R. RAMASAMY		
15	Dr. R. CHITRA		
16	J. KANNANDEEN		
17	Dr. V. Ramesh		
18	Dr. M. SUBARASA		
19	J. REVATHI		
20	M. Davi		

Dr. M. Prasath



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