



INTERNAL QUALITY ASSURANCE CELL (IQAC)
SENGAMALA THAYAAR EDUCATIONAL TRUST WOMEN'S COLLEGE
(AUTONOMOUS)
(Affiliated to Bharathidasan University, Tiruchirappalli)
(Accredited by NAAC)
SUNDARAKKOTTAI, MANNARGUDI-614 016, TAMILNADU, S.INDIA

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETINGS AND RESOLUTIONS
(2020-2021)

AUGUST

Meeting of the IQAC was held on 21.08.2020 in the Board room under the Presidentship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi

Resolution 1 :

Proposed by: Dr.S.Amudha

Seconded by: Dr.N.Uma Maheswari

It has been resolved by the management to thank all the internal and external members for getting Autonomous status

Resolution 2 :

Proposed by: Dr.S.Amudha

Seconded by: Dr.G.Vijayalakshmi

It has been resolved to request the Management to give permission to Submit AQAR (2019-2020)

Resolution 3:

Proposed by: Dr.J.Pandiyan

Seconded by: Dr.N.UmaMaheswari

It has been resolved that the management instructs the staff members to prepare new syllabus for the 1st UG and I PG students for this academic Year and present it to the Board of studies

SEPTEMBER

Meeting of the IQAC was held on 19.09.2020 in the Board room under the Presidentship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.



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Resolution 1:

Proposed by: Dr.G.Vijayalakshmi

Seconded by: Dr.R.Anuradha

It has been resolved to instruct the Heads of the departments to prepare Work load, lesson plan and submit the same on or before the academic stream commences

Resolution 2:

Proposed by: Dr.S.Rukmani

Seconded by: Dr.V.Geetha

It has been resolved due to the Pandemic situation the faculty members are advised to undergo admission process through online mode

Resolution 3:

Proposed by: Dr.J.Pandiyan

Seconded by: Dr.R.Anuradha

It has been resolved to instruct the Heads of the Departments to prepare all the relevant documents as per the ISO format

Resolution 4:

Proposed by: Dr.M.V.Srinath

Seconded by: Dr.R.Anuradha

It has been resolved to review the students performance analysis through tutorial system

OCTOBER

**Meeting of the IQAC was held on 17.10.2020 in the Board room under the
Presidency of Dr. V. Dhivaharan, Correspondent; STET Women's College, Mannargudi.**

Resolution 1:

Proposed by: Dr.R.Anuradha

Seconded by: Dr.N.Umamaheswari

It has been resolved that all the faculty members are encouraged to attend more webinars in the emerging areas



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Resolution 2:

Proposed by: Ms.G.K.Gomathi

Seconded by: Dr.K.Bharathipriya

It has been resolved to instruct the Heads of the Departments, members of the faculty and students to organize more awareness program as an extension activity to the local communities

NOVEMBER

**Meeting of the IQAC was held on 21.11.2020 in the Board room under the
Presidentship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.**

Resolution 1:

Proposed by: Dr.B.Kayathribai

Seconded by: Ms.K.Sooryakala

It has been resolved to instruct the students to pay their semester fees and exam fees through online

Resolution 2:

Proposed by: Dr.M.V.Srinath

Seconded by: Dr.R.Anuradha

It has been resolved to motivate all the members of the faculty and students to apply online courses conducted by SWAYAM/NPTEL courses to uplift their Knowledge

DECEMBER

**Meeting of the IQAC was held on 19.12.2020 in the Board room under the President ship of
Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.**

Resolution 1:

Proposed by: Dr.S.Amudha

Seconded by: Dr.N.Umamaheswari

It has been resolved that the management instructs the staff members to upload their course materials in college website and in ERP



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Resolution 2:

Proposed by: Dr.K.Bharathipriya

Seconded by: Dr.B.Kayathribai

It has been resolved to conduct more activities in collaboration with the MoU's signed by the institution

Resolution 3:

Proposed by: Dr.N.Umamaheswari

Seconded by: Dr.J.Pandian

It has been resolved based on the Academic council members suggestions ,the syllabus corrections to be carried out and to be followed for the next academic year

JANUARY

Meeting of the IQAC was held on 23.01.2021 in the Board room under the President ship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.

Resolution:1

Proposed by: Dr.N.Umamaheswari

Seconded by: Dr.R.Anuradha

It has been resolved to instruct the heads of the department to motivate the students to apply student tresearch project proposal for this academic Year

Resolution 2:

Proposed by: Dr.C.Asok kumar

Seconded by: Mr.B.S.N.Mohandass

It has been resolved to instruct the Heads of the Departments to organize more webinars at National/International level in emerging areas



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Resolution 3:

Proposed by: Dr.M.V.Srinath

Seconded by: Dr.V.Geetha

It has been resolved to offer more certificate programmes and Value added programmes to be introduced in the next academic year

Resolution 4:

Proposed by: Dr.M.Kannahi

Seconded by :Dr.J.Pandiyan

It has been resolved to instruct the Heads of the Departments to assess the teaching efficiency of the faculty members,through feedback mechanism and submit to the Principal

FEBRUARY

Meeting of the IQAC was held on 20.02.2021 in the Board room under the President ship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.

Resolution 1:

Proposed by: Dr.N.Umamaheswari

Seconded by:Ms.G.K.Gomathi

It has been resolved to instruct the faculty members to impart quality education through ICT enabled teaching

Resolution 2:

Proposed by: Dr.V.Geetha

Seconded by: Dr.U.Gayathri

It has been resolved to instruct the Heads of the Departments to celebrate the special days in our college premises

Resolution 3:

Proposed by: Dr.V.Geetha

Seconded by: Dr.U.Gayathri

It has been resolved to conduct more participative learning and interactive learning sessions



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MARCH

Meeting of the IQAC was held on 20.03.2021 in the Board room under the Presidentship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.

Resolution 1:

Proposed by: Dr.C.Asokkumar

Seconded by: Ms.V.Mangayarkarasi

It has been resolved to instruct the Heads of the Departments and Part V coordinators to conduct various extension activities/ awareness programme relevant to social responsibility.

Resolution 2:

Proposed by: Dr.S.Amudha

Seconded by: Dr.N.Umamaheswari

It has been resolved to instruct the students and staff members to register in National Digital Library

Resolution 3:

Proposed by: Dr.S.Rukmani

Seconded by: Dr.V.Geetha

It has been resolved to instruct the Heads of the Departments to collect feedback from all stakeholders-Parents, Alumni, Teachers and Employers and submit to the Principal

APRIL

Meeting of the IQAC was held on 17.04.2021 in the Board room under the Presidentship of Dr. V. Dhivaharan, Correspondent, STET Women's College, Mannargudi.

Resolution 1:

Proposed by: Ms.G.K.Gomathi

Seconded by: Ms.V.Sathvika

It has been resolved to inculcate human values and professional ethics among the students



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Resolution 2:

Proposed by: Dr.S.Rukumani

Seconded by: Ms.V.Sathvika

It has been resolved to motivate the students to undergo internship programme and industrial visit as a part of curriculum and also to inculcate practical Knowledge in the emerging areas

Resolution 3:

Proposed by: Dr.V.Geetha

Seconded by: Dr.M.V.Srinath

It has been resolved to request the Criterion in-charges to collect and update the data relevant to their criterion from all the departments



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ACTION TAKEN REPORT

Plan of Action	Action Taken Report
As per the regulations from AICTE and UGC, faculty members recruitment to be carry on	As per the vacancies received from the departments, qualified faculties were recruited based on the student teacher Ratio
To engage the students in socially productive activities during their period of study in the institution	Students from all the branches continuously underwent the extension activity. To improve their social responsibility they conducted more awareness programme to the nearby villages and schools
Enhance the faculty members to prepare the academic documents in the ISO Format	All the departments are preparing and maintaining their academic documents in the ISO Formats
IQAC promotes the faculty members and students to submit research proposals and receive funds from Government and non government fundig agencies	Students from Microbiology ,Bio Chemistry and MBA received funds from SWACHH SARATHI fellowhip
IQAC Supports to organize more webinars in emerging areas	Each department is functioning with student association through various club and more webinars have been organized with the eminent resource persons in the emerging areas
IQAC provides SoP to conduct cycle test and CIA Examination	Centralized CIA Examination and cycle test was conducted by the heads of the departments and progress of the students results were informed to the parents through the profile card by the class in charges
IQAC Facilitates for ICT Enabled teaching	All the faculty members use ICT tools for Teaching, Learning and Assessment. Feedback is also received through ICT Tools. ERP package have been implemented in the campus .Paperless communication was carried on through this module



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Plan of Action	Action Taken Report
IQAC proposed to launch certificate and diploma course in the next academic year	Presented the syllabus in the BoS for introducing New Courses and got approval
Insisted to conduct more activities with MoU's	Internship,Field visits,career guidance Programme,Training Programme and Workshops have been carried on
IQAC facilitates the advanced learners to become toppers	Training programme was conducted to upgrade the teaching Pedagogies to attain the outcome of the education and toppers are Recognized and rewarded at the time of Convocation
Motivate the staff members to participate and present papers at institution level	Totally 1636 certificates were received by the faculty members for their participation and presentation in various seminars /conferences/workshops in various institutions
To ensure effective usage of National Digital Library (NDL) by all the teachers and students	Implemented by the teachers and students and they are effectively using the resources
To ascertain Smart Campus, i.e., planning of efficient and economical use of water, electricity, solar power and water recycling systems	The campus is maintained with Eco friendly interfaces with Alternative energy sources, Sewage Water Treatment Plant, Energy efficient lighting , Solar powered lights
To improve learning opportunities for slow learners by providing counseling and care for students through mentor system	Mentor –Mentee system has been systemized and implemented efficiently. Slow learners are identified and additional care have been taken to secure more marks.
Motivate the Faculty members to use online apps to complete the portions during Lock down	Through ERP and Google platform classes have been taken and viva voce for the PG students was conducted through online virtual mode
Motivate the Faculty members to use online apps to complete the portions during Lock down	Through ERP and Google platform classes have been taken and viva voce for the PG students was conducted through online virtual mode