

Minutes of the 6th Meeting held on March, 2019 at 2.30 pm in the Board Room

Agenda :

- ✚ Point 1 : To review and take note of the action taken on the minutes of the 5th IQAC Meeting
- ✚ Point 2 : Plan for the State Level Workshop and prepare a tentative schedule

Members Present:

SNo	Name	Designation
1	Dr.Sr.Nirmala, Principal	Chairperson
2	Sr.Velangini, Dept. of English	Member
3	Dr.S.Sreedevi – Dept. of Microbiology	Coordinator
4	Dr.R.Komala – HOD, Dept. of Physics	Co-Coordinator
5	Mrs.AnnieSuneil- HOD, Dept. of English	Member
6	Prof. Pardhasaradhi – Dept of MBA	Member
7	Dr.K.Vindhya Vasini Roy – HOD, Dept. of Microbiology	Member
8	Dr.Mala Das Sharma- HOD, Dept of Chemistry	Member
9	Mrs.GraceBeena Paul– HOD, Dept. of Zoology	Member
10	Mrs.Naga Laxmi – Dept. of Commerce	Member
11	Mrs.K.Sandhya Sree – HOD, Dept. of Comp. Science	Member
12	Ms. Vanisree – HOD, Biochemistry	Member
13	Mrs.P.Sowmya Sree Laxmi – Dept. of Comp.Sci	Member
14	Mrs.MonoshriMitra – Dept. of English	Member
15	Mrs.K. Malathi – HOD , Social Sciences	Member
16	Mrs. Geetha Reddy – Dept. of Commerce	Member
17	Mrs. Pritha Ghosh- Dept of Microbiology	Member
18	Mrs. C. Latha- HOD, Dept of MBA	Member
19	Mrs.Siddiqa Begum – Senior Office Assistant	Member

The meeting was presided over by the Principal

Point 1 : To review and take note of the action taken on the minutes of the 5th IQAC Meeting

The IQAC Coordinator put forth the Action taken Report on the issues discussed in the previous meeting before the Board for the approval.

Sr.Velangini congratulated IQAC for success of the National Seminar on Online AQAR and conveyed her best wishes for the upcoming State level seminar.

Point 2 : Plan for the State Level Workshop and prepare a tentative schedule

Considering the proposal made by the Commissionerate of the Collegiate Education on conducting a statelevel workshop exclusively for the teaching fraternity of the Government Institutions, A State Level Workshop titled Mentoring the Mentors on Revised AQAR Format “was planned for 27th March , 2019 by the IQAC.

It was decided that Resource Persons would be the Coordinators of the seven Criteria.

The forenoon session would comprise the Inaugural session and keynote by the chief guests Mr.P.Bala Bhasker and Dr. Neeraja from CCE followed by the technical session on criteria 1, 2 and 3.

The Post lunch technical session would comprise the discussion on the rest 4 criteria followed by an Interactive Session.

The valedictory Session would then commence.

Dr.Sreedevi reiterated that the duties would be the same as per the National level workshop and in case of any change it would be conveyed to the respective members.

The meeting came to an end with the Best wishes for the Workshop.

Signature of the Coordinator