



## **ST. JOSEPH'S COLLEGE FOR WOMEN**

**Kangayam Road, Tirupur – 641 604.**

**Affiliated to Bharathiar University, Accredited with Grade “B+” by NAAC**

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# MINUTES OF IQAC MEETINGS AND ACTION TAKEN IN THE ACADEMIC YEAR 2020-2021

Academic Year 2020-2021.

Minutes of the Internal Quality Assurance  
Cell (IQAC) meeting Dated: 11/9/2020.

Time: 4:00 p.m.

Venue: Zoom Platform  
(Online)

The following members were present.

Members	Signature
1. Dr. J. Priyadharsini. IQAC Coordinator & Asst. Prof. of Computer Science.	J. Priyadharsini
2. Dr. S. Sahaya TamilSelvi Head & Asst. Prof. of Comp. Science.	S. Sahaya
3. Dr. T. G. Shejo Head & Asst. Prof. of Commerce.	T. G. Shejo
4. Mrs. S. Valarmathy. Asst. Prof. of Commerce.	S. Valarmathy
5. Mrs. B. Vinothini. Head & Asst. Prof. of Comp. Applns.	B. Vinothini
6. Mrs. B. Suganya. Head & Asst. Prof. of Business adms.	B. Suganya
7. Mrs. G. Rathna Priya Head & Asst. Prof. of Costume Design & Fashion	G. Rathna Priya
8. Mrs. D. Mary Rose Mala Head & Asst. Prof. of Mathematics.	D. Mary Rose Mala



9. Mrs. R. Rajalakshmi  
Head & Asst. Prof. of English Literature.



### Agenda.

1. Prayer.
2. Welcoming the members.
3. Review of the implementation of the resolution passed in the previous meeting.
4. To organize a Webinar on "Soft Skills" to the faculty members.
5. Discussion of topics for the faculty development program.
6. Vote of thanks.

Dr. J. Priyadharsini welcomed the members present.

### Implementation of the resolution passed in the previous meeting

- \* Online Faculty development Program on "Designing an effective E-Content" was held on 19.5.2020.
- \* This meeting was organized to classify a webinar on "Soft Skills".

The following resolutions were passed:

1. "Five Days Faculty Development Program" was suggested by the members.
2. It was resolved to conduct the Program Online on the following topics: Classroom management, Work life Balance, Leadership Style, English as a language and Personal Development.
3. The meeting ended with formal Vote of thanks.

Dr. Kulandai Amma

PRINCIPAL  
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TIRUPUR - 641 004

Minutes of the Internal Quality Assurance Cell (IQAC) meeting dated: 23.10.2020

Time: 3:00 p.m.

Venue: Zoom (Online)

The following members were present.

Members	Signature
1. Dr. J. PRIYADHARSHINI. IQAC Coordinator & Asst. Prof. Comp. Science	J. Priyadharsini
2. Dr. S. Sakaya Tamil Selvi Head & Asst. Prof. of Comp. Sci.	S. Sakaya Tamil Selvi
3. Dr. T. G. Shejo. Head & Asst. Prof. of Commerce	T. G. Shejo
4. Mrs. S. Valarmathy. Asst. Prof. of Commerce	S. Valarmathy
5. Mrs. B. Vinoothini Head & Asst. Prof. of Comp. Applns.	B. Vinoothini
6. Mrs. B. Suganya Head & Asst. Prof. of Business Adm.	B. Suganya
7. Mrs. G. Rathna Priya Head & Asst. Prof. of Costume Design & Fashion.	G. Rathna Priya
8. Mrs. R. Rajalakshmi. Head & Asst. Prof. English Lit.	R. Rajalakshmi



### Agenda:-

1. Prayer.
2. Welcoming the members present.
3. Review of the implementation of the resolution passed in the previous meeting.
4. Allocation of work regarding submission of ARAR for the previous academic years (2018-2019) and (2019-2020).
5. Preparation of E content by the faculty members.
6. Vote of thanks.

IQAC Coordinator welcomed the members present.

### Implementation of the resolution passed in the previous meeting.

- \* Online Faculty Development program was organized for five days from 8.10.2020 to 14.10.2020. Ms. Mayuri Arun, CMT Academy, Chennai was the resource person. Topics of discussion were the ones conferred in the previous meeting.

The following resolutions were passed:-

- \* It was resolved to submit ARAR to NAAC for the academic year (2018-2019) in the month of November, 2020.
- \* Each faculty was instructed to prepare an E-content on their subjects. (at least 2).
- \* All the faculty members were asked to send their E-contents to [sjcecontent2020@gmail.com](mailto:sjcecontent2020@gmail.com). The meeting ended with formal Vote of thanks.

Dr. Vandana Thiruv  
PRINCIPAL  
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TIRUPUR - 641 604

Minutes of the Internal Quality Assurance Cell (IQAC) meeting dated: 14/12/2020.

Time:- 11.00 a.m.

Venue:- IQAC Room.

The following members were present:

Members.	Signature.
1. Dr. J. PRIYADHARSHINI IQAC Coordinator & Asst. Prof. of Comp. Science	J. Prudhvi
2. Dr. S. Sakanya Tamil Selvi Asst. Prof. & Head, Dept. of Comp. Sci.	S. Sakanya
3. Dr. T. G. Shijo, Head & Asst. Prof. of Commerce.	T. G. Shijo
4. Mrs. S. Valarmathy, Asst. Prof. of Commerce.	S. Valarmathy
5. Mrs. B. Vinuthini Head & Asst. Prof. of Comp. Appln.	B. Vinuthini
6. Mrs. B. Suganya Head & Asst. Prof. of Business Adm.	B. Suganya
7. Mrs. G. Rathapriya Head & Asst. Prof. of Costume Design & Fashion.	G. Rathapriya
8. Mrs. D. Mary Rose Mala. Head & Asst. Prof. of Mathematics.	D. Mary Rose M



## Agenda:-

1. Prayer.
2. Welcoming the members present.
3. Review of the implementation of the resolution passed in the previous meeting.
4. Introduction & Implementation of COMU LMS Software in the College.
5. Instruction to get Student Satisfaction Survey and Feedback from the students as Google form.
6. Vote of thanks.

IAAC Coordinator welcomed the members present.

### Implementation of the resolution passed in the previous meeting

- \* ARAR was submitted to NAAC on 6<sup>th</sup> Nov. 2020.
- \* IAAC received E-contents from all Faculty members in their subjects.

The following resolutions were passed:-

- \* Format of Data Collection for the implementation of LMS Software was distributed and explained to the members.
- \* Modules on LMS Software and its importance was discussed.
- \* Feedback was designed as Google form by IAAC and it was discussed to get the feedback from the stakeholders.
- \* Student Satisfaction Survey link was given to the members. The meeting ended with formal vote of thanks.

*Dr. Indira Devi*  
PRINCIPAL

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TIRUPUR - 641 604

Minutes of the Internal Quality Assurance Cell (IQAC) meeting dated 03.02.2021.

Time: 3:00 p.m.

Venue: IQAC Room.

The following members were present

Members	Signature
1. Dr. J. PRIYADHARSHINI IRAC Coordinator & Asst. Prof. of Comp. Sci.	J. Priyadharsini
2. Dr. S. SAHAYA TANIL SEVI Head & Asst. Prof. of Comp. Sci.	S. Sahaya Tanil Sevi
3. Dr. T. G. SHEEO Head & Asst. Prof. of Commerce.	T. G. Sheeo
4. Mrs. S. Valarmathy Asst. Prof. of Commerce	S. Valarmathy
5. Mrs. B. Vinoothini Head & Asst. Prof. of Comp. Appl.	B. Vinoothini
6. Mrs. B. Suganya Head & Asst. Prof. of Business Adm.	B. Suganya
7. Mrs. R. Rajalakshmi Head & Asst. Prof. of English Lit.	R. Rajalakshmi
8. Mrs. D. Mary Rose Hala Head & Asst. Prof. of Mathematics.	D. Mary Rose Hala



### Agenda:-

1. Prayer.
2. Welcoming the members present.
3. Preview of the implementation of the resolution passed in the previous meeting.
4. To conduct a training programme for faculty members for using CAMU LMS software.
5. Data Collection for NIRF submission.
6. Vote of thanks.

IQAC Coordinator welcomed the members present.

### Implementation of the resolution passed in the previous meeting

- \* CAMU LMS software was introduced to the faculty members and students. Data collected by IQAC was pre-filled in the software by CAMU.
- \* Student Satisfaction Survey and feedback forms were collected from the stakeholders.

The following resolutions were passed:-

- \* It was resolved to conduct a training program for the faculty members for using CAMU LMS software on 15.03.2021.
- \* It was resolved to submit data to NIRF for the academic year 2020-2021 before 15.02.2021. The date required for the submission was discussed.
- \* The meeting ended with a formal vote of thanks.

Dr. K. Lakshmi Devi  
PRINCIPAL  
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TIRUPUR - 641 604

Minutes of the Internal Quality Assurance Cell  
(IQAC) meeting dated 16.03.2021.

Time: 3:00pm.

Venue: IQAC Room.

The following members were present.

Members	Signature
1. Dr. J. Priyadharsini IQAC Coordinator & Asst. Prof. of Computer Science.	J. Priyadharsini
2. Dr. S. Sakaya Tamil Selvi Head & Asst. Prof. of Computer Science	S. Sakaya Tamil Selvi
3. Dr. T. G. Shejo Head & Asst. Prof. of Commerce	T. G. Shejo
4. Mrs. S. Valarmathy Asst. Prof. of Commerce	S. Valarmathy
5. Mrs. B. Vinoothini Head & Asst. Prof. of Computer Applas.	B. Vinoothini
6. Mrs. G. Rathapriya Head & Asst. Prof. of Costume Design & Fashion.	G. Rathapriya
7. Mrs. D. Mary Rose Mala Head & Asst. Prof. of Mathematics.	D. Mary Rose Mala
8. Mrs. R. Rajalakshmi Head & Asst. Prof. of English Lit.	R. Rajalakshmi



### Agenda:-

1. Prayers.
2. Welcoming the members present.
3. Implementation review of the resolution passed in the previous meeting.
4. To conduct a faculty development programme on E-Content Skill development.
5. To collect E-contents from the faculty members.
6. Vote of thanks.

IQAC Coordinator welcomed the members present.

### Implementation of the resolution passed in the previous meeting.

- \* Training Programme on CANU LMS software was held on 15.03.2021.
- \* NIRF data was successfully submitted on 12.2.2021.

The following resolutions were passed:-

- \* It was resolved to conduct an FDP on E-Content Skill Development in the month of April.
- \* It was resolved to prepare E-Contents by all the faculty members for the forthcoming academic year after attending the FDP.
- \* The meeting ended with a formal vote of thanks.

Dr. Kurlandai Thir

PRINCIPAL

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