

IQAC

Mem

2019-20



# VALLUVAR COLLEGE OF SCIENCE & MANAGEMENT

(A co-educational institution affiliated to Bharathidasan University)

## MEMBERS OF THE INTRNAL QUALITY ASSURANCE CELL (IQAC)

2019-2020

### CHAIRPERSON

1. Dr. T. Salai Parkunan, Principal

### IQAC COORDINATOR

2. Dr. G. Radhika, Assistant Professor of Commerce

### SENIOR ADMINISTRATIVE OFFICER

3. Mr. V. Satheesh Kumar, Administrative Officer
4. Mrs. D. Kavitha, Junior Assistant

### TEACHER MEMBERS

5. Mrs. B. Vijayarukmani, HoD, Department of Tamil
6. Mrs. A. Ramya, HoD, Department of English
7. Mr. M. Selvarasu, HoD, Department of Business Administration
8. Dr. K. Ramesh Kumar, HoD, Department of Commerce
9. Mr. B. Gobinath, HoD, Department of computer Science
10. Mrs. M. Nathiya, HoD, Department of Fashion Technology & Costume Designing
11. Ms. M. Priya, HoD, Department of Mathematics
12. Mr. J. Prince Antony, HoD, Department of Hotel Management & Catering Science
13. Dr. S. Menaka, HoD, Department of Public Administration
14. Mr. K. Nagarajan, HoD, Department of Physics

### MEMBER FROM THE MANAGEMENT

15. Mrs. S. Dharani, Governing Member

*O. Deebappan*

PRINCIPAL

Valluvar College of Science and Management,  
NH-7, Karur-Madurai National Highway,  
Puthambur (P O), Karur - 639 003, Tamil Nadu.



# VALLUVAR COLLEGE OF SCIENCE & MANAGEMENT

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## 1<sup>st</sup> IQAC MINUTES OF MEETING

**Date: 11.12.2019**

**Time: 2.00 PM**

**Venue: Vasuki Conference Hall**

### **AGENDA:**

- Welcome Address- Dr. T.Salai Parkunan, Principal
- Allocation of Criterion Heads and its Assistants
- Discussing the Roles and Responsibilities of the Criterion Heads

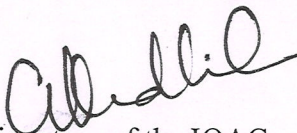
### **MEMBERS:**

- Principal
- Governing Member of the VCSM
- IQAC Coordinator
- All Department Heads

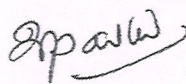
Dr. T. Salai Parkunan, Principal of VCSM welcomed the members of IQAC in the first Internal Quality Assurance Cell (IQAC) meeting on 11.12.2019. Under the guidance of Governing Member, Dr. T.Salai Parkunan, Principal who allotted the Heads of the various departments and the senior faculty members as the Head of the Seven Criteria in NAAC and its assistants. The following members are the coordinators of the seven criteria.

1. Mrs. A. Ramya, HoD of English – Criteria 1
2. Mr. M. Selvarasu, HoD of Business Administration – Criteria 2
3. Dr. K. Ramesh Kumar, HoD of Commerce – Criteria 3
4. Mr. B. Gobinath, HoD of Computer Science – Criteria 4
5. Mrs. M. Nathiya, HoD of Fashion Technology & Costume Designing – Criteria 5
6. Ms. M. Priya, HoD of Mathematics – Criteria 6
7. Mr. J. Prince Antony, HoD of Hotel Management & Catering Science – Criteria 7

Finally, the IQAC coordinator insisted to be more systematic for achieving good grade in NAAC. The meeting concluded with the principal's discussion on the roles and responsibilities, documentation of the files and improvement of the quality of the education through IQAC.

  
Signature of the IQAC

Coordinator

  
Signature of the Principal

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2019-2020

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### IQAC COORDINATOR

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12. Mr. J. Prince Antony, HoD, Department of Hotel Management & Catering Science
13. Dr. S. Menaka, HoD, Department of Public Administration
14. Mr. K. Nagarajan, HoD, Department of Physics
15. Coordinator of the Examination Cell

### MEMBER FROM THE MANAGEMENT

16. Mrs. S. Dharani, Governing Member

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# VALLUVAR COLLEGE OF SCIENCE & MANAGEMENT

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## 2<sup>nd</sup> IQAC MINUTES OF MEETING

**Date: 16.03.2020**

**Time: 2.00 PM**

**Venue: Vasuki Conference Hall**

### **AGENDA:**

- Welcome Address- Dr. R. Vasuki, Principal
- Preparation of the department wise workload
- Strengthen the admission of the PG programmes
- Conducting CIA I, CIA II & Model Exam
- Students centric teaching and assignments
- Entrepreneur Development Cell programs
- Memorandum of Understanding

### **MEMBERS:**

- Principal
- IQAC Coordinator
- All Department Heads
- Coordinator of the Examination Cell

Dr. R. Vasuki, Principal of VCSM welcomed the members those who were attended in the second Internal Quality Assurance Cell (IQAC) meeting on 16.03.2020. Principal instructed the heads of the various departments as

- To increase the student's admission in PG programmes.
- To use the ICT tools in the teaching methodology.
- Assign the students, based upon the outcome-based learning.
- Entrepreneurship Development Cell is instructed to conduct programs regarding women empowering and start up business programs.
- Instructed to tie up with We the Leaders Foundation for upgrading the professional skills, soft skills, the students' leadership qualities, self-realisation of the societal responsibilities.

Finally, Dr. G. Radhika, IQAC Coordinator sum up the discussions, appreciated the heads for the cooperation for filing the documentation and asked to implement the discoursed key matters regularly for the improvement of the quality of the education.

Signature of the IQAC

Coordinator

Signature of the Principal

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