

IQAC

Hom

2020-21



VALLUVAR COLLEGE OF SCIENCE & MANAGEMENT

(A co-educational institution affiliated to Bharathidasan University)

MEMBERS OF THE INTRNAL QUALITY ASSURANCE CELL (IQAC)

2020-2021

CHAIRPERSON

1. Dr. R. Vasuki, 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. S. Jagatheswari, i/c 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

S. Dharani

PRINCIPAL

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



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3rd IQAC MINUTES OF MEETING

Date: 08.06.2020

Time: 10.00 AM

Platform: Google Meet

AGENDA:

- Welcome Address- Dr. R. Vasuki, Principal
- Registration in SWAYAM courses
- Attend FDP programmes & observing National Voters Day
- Students Attendance
- Preparation of E – materials
- Jam Board usage
- Conduct online exams

MEMBERS:

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

Dr. R. Vasuki, Principal of VCSM welcomed the members of IQAC in the third Internal Quality Assurance Cell (IQAC) meeting on 08.07.2020 through Google Meet. The principal who instructed the heads of the various departments as

- Appreciation for signing MoU with We the Leaders foundation, Bengaluru.
- SWAYAM coordinator and in charge faculties must motivate the students to register SWAYAM Courses
- All faculty members are strongly urged to use online teaching methods to ensure that students' education continues unabated despite the effects of the Covid19 pandemic.
- Appreciation to the department heads of Commerce, Fashion Technology, Hotel Management, Mathematics and Business Administration for producing 16 rank holders, especially Hotel Management produced 2nd and 3rd rank at the University level.
- Language Departments are asked to conduct essay writing, speech competition and elocution through online platforms
- Faculties should prepare e- content and shared the e – materials through Google Classrooms and respective students' Whats App group
- Ensure the students attendance in the Google Classroom and report to the principal regularly
- All the heads of the departments are instructed to conduct webinar associated with IQAC
- Public Administration department head is asked to observe National Voters Day associated with NSS / any academic club.
- Faculties use PPT slides while teaching online classes



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- Faculties use Jam Board for teaching whenever necessary in the online classes
- Tutors ensure that the students are submitted their assignments in the Google Classrooms
- Tutors are the responsible for making the students to submit their answer scripts of the examinations.

Dr. G. Radhika, Coordinator of the IQAC, concludes the discussion by requesting that the discussed important points should be implemented on a regular basis in order to enhance the quality of education.

Signature of the IQAC

Coordinator

Signature of the Principal

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8. Mr. V. Arvinth, 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. Mr. B. Chandru, HoD, Department of Public Administration
14. Mr. K. Nagarajan, HoD, Department of Physics
15. Mrs. P. Rathika, Librarian
16. Mr. R. Naveen Kumar, Physical Director
17. Coordinator of Examination Cell

MEMBER FROM THE MANAGEMENT

18. Mrs. S. Dharani, Governing Member

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4th IQAC MINUTES OF MEETING

Date: 15.02.2021

Time: 2.30 PM

Platform: Vasuki Conference Hall

AGENDA:

- Welcome Address- Dr. G. Vincent, Principal
- Preparation for establishing IIC
- Strengthen the library resources
- Conducting CIA I, CIA II & Model Exam
- Winning medals in sports

MEMBERS:

- Principal
- IQAC Coordinator
- All Department Heads
- Coordinator of the Examination Cell
- Librarian
- Physical Director

Dr. G. Vincent, Principal of VCSM welcomed the members of IQAC in the fourth Internal Quality Assurance Cell (IQAC) meeting on 15.02.2021 at Vasuki Conference Hall. The principal who instructed the heads of the various departments as

- IQAC coordinator take an initiative step for establishing Institution Innovative Council in our college and allot senior faculties as IIC Ambassadors.
- The faculty members should prepare the lesson plan for the even semester of 2020-2021.
- The physical director is instructed to check the students' ID card, mask and sanitizing their hands in the entrance.
- Improve the students' pass percentage after the pandemic period.
- Increase the recreational activities like internship, industrial visits and field trips.
- Motivate the students to participate actively in NSS, YRC.
- Academic and non – academic club coordinators should organise some programmes for the beneficence of the students.
- The librarian lists out the required resources books and reference books.
- The Examination cell coordinator conduct the CIA I, CIA II & Model Exam.
- Each department head is instructed to designate the file in charge faculty for proper documentation.



VALLUVAR COLLEGE OF SCIENCE & MANAGEMENT

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- The physical director is insisted to train the students promptly for winning the State/ National level medals.
- Women Empowerment Cell coordinator urge to observe International Women Day and award the best students, best alumni, best social activist through Sathanai Pookal Award (Achieving Flowers Award).

Finally, the IQAC coordinator appreciates the usage of Jam board, ensuring the regular students' online attendance in the pandemic period and instructs the IIC ambassadors to take an initiative step towards the ranking.

Signature of the IQAC
Coordinator

Signature of the Principal

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