

Internal Quality Assurance Cell

Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore

Minutes of the meeting of the IQAC held on 28.08.2013

A meeting of the IQAC committee was convened by the Chairperson *Dr. Sheela Ramachandran* Vice Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women at 10.30 am on 28.08.2013 in the Academic Council Hall of the Institute.

Members Present

1. Dr.S.Visalakshi Rajeswari
IQAC Coordinator
2. Dr.M.Kasturi, Professor / HSc. Extn. Education
3. Dr.P.R.Padma, Professor / Biochemistry
4. Dr.Ramalinga Choodambigai, Professor / Economics
5. Dr.T.Geetha, Professor / Special Educaion
6. Mrs.A.Pankajam, Assoc. Professor / Management
7. Dr.L.Mary Louis, Assoc. Professor / S&H (Engineering)

Senior Administrative official from the University

8. Dr. Gowri Ramakrishnan
Registrar

External experts on Quality Management / Industry/ Local Community members

External Experts (Industry / Local Community)

9. Thiru T.S.Swaminathan, B.Tech
Director, Gajalakshmi Theatre
10. Mr.S.J.Balakrishnan, B.E,M.E
Chairman, SJB Automobiles (P) Ltd
11. Thiru.A.K.Pattabiraman
Head, Accreditation Process
Tata Consultancy services

Student representative

12. N.M.Varshini /Economics

Agenda

- (i) Suggestions for a better functioning of IQAC
- (ii) Activities to improve ICT enabled teaching
- (iii) Observance of International Day of the Elderly -2013
- (iv) Presentation of Action plan for the academic year 2013-14

The Coordinator of IQAC welcomed the members of IQAC. The coordinator was proud to inform all the members present there about the "A" grade received in NAAC reaccreditation by the institution in July 2013.

Discussion on the action taken on the previous minutes followed. IQAC action plan for the year 2013-14 was read out by the IQAC coordinator. The members present were asked to give their critical suggestions to improve the functioning of IQAC

- (i) Suggestions given for Agenda (i)
 - ✓ Coordinate data collection periodically
 - ✓ FDP conduct for both teaching and non-teaching
 - ✓ PBAS (for CAS/ Direct recruitment) application form to be uploaded in the website
- (ii) The next point of discussion was on the improvement of ICT enabled teaching for the betterment of students.

Suggestions given for Agenda (ii)

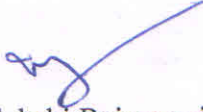
- Improve wifi facilities
 - Conduct workshop/ training on ICT enabled teaching in all departments
 - Expand Video Conferencing facilities
 - Facilitate more smart boards and visualizers in the auditorium and class rooms
- (iii) The members were informed about the observance of International Day of the Elderly - 2013 for which **Mrs.Meira Kumar**; Lok Sabha Speaker has consented to be the chief guest. The forum then discussed about the arrangements for the celebrations.

After this IQAC Coordinator informed that Annual Quality Assurance Report 2012-13 has been submitted to NAAC and the same is uploaded in the University website.

- (iv) The action plan for the academic year 2013-14 was presented by the Coordinator
 - ✦ Commission of Solar Power Panel to improve power generation as a part of green initiatives
 - ✦ Conduct skill upgradation Workshop / Training for faculty

- ↓ Signing new MoUs
- ↓ Periodic meetings of IQAC
- ↓ Submission of research proposals for projects and patents
- ↓ Effective functioning of the Research and Consultancy Cell
- ↓ Improve placement options
- ↓ Offer scholarships / endowments for more students
- ↓ Fine tune the CBCS pattern which is newly introduced
- ↓ Augment infrastructure facilities

At the end of the meeting Prof. Visalakshi Rajeswari, IQAC Coordinator thanked the members of IQAC Committee



S.Visalakshi Rajeswari
IQAC Coordinator