

Minutes of the meeting of the IQAC held on 09.03.2016

A meeting of the IQAC committee was convened by the chairperson *Dr.Premavaty Vijayan* Vice chancellor (i/c) of Avinashilingam Institute for Home Science and Higher Education for Women at 11.00 am on 09.03 2016 in the IQAC office in the Institute.

Members Present

1. Dr.K.Sivakamasundari
IQAC Coordinator
2. Dr.Sarada Ramadass, Professor/ FSMD
3. Dr.K.T.Geetha, Professor /Economics
4. Dr.R.Brindha, Prof & Head / ECE
5. Dr.P.Shanthi, Assoc. Professor / Commerce
6. Dr.J.Arthi, Asst. Profesor / Management
7. Ms.S.S.Manimozhi, Asst. Professor / Education
8. Dr.P.Lalitha, Asst. Professor / Chemistry

Senior Administrative official from the University

9. Dr. A. Venmathi
Registrar (i/c)

The Main agenda of this meeting is:

1. To thank the subcommittee members of IQAC Dr.Lalitha Dept. of Chemistry and Dr.Arthi, School of Business Administration for conducting a special lecture by the international speaker Dr.Ravichandran on 06.01.2016 and a workshop by Dr.Kalpana Sampath on 09.03.2016.
2. Students feedback forms consolidation

The Coordinator thanked the Vice Chancellor for providing new spacious office with computers and printers for digitalization and also thanked for motivating and providing support to IQAC for conducting the workshops.

Then the subcommittee member Dr.Lalitha presented the report on the following programmes conducted by IQAC during 2015-16

- ✦ A special lecture on "Publication- Fear Factor and Impact Factor" by Dr.V.Ravichandran, Senior Associate Professor, Faculty of Pharmacy, AIMST University, Semeling, Kedah, Malaysia was conducted on 06.01.2016 at 2 pm.

The faculty and scholars are highlighted on the following points:

- ✓ Necessity for publication of research findings
- ✓ Why Peer-Reviewed publication?
- ✓ How to avoid rejection?
- ✓ Pro and cons of Impact Factor
- ✓ Bibliometric Indicators other than Impact Factor

There was a healthy interaction by the faculty and scholars who cleared all the doubts regarding Impact Factor.

❖ A workshop by IQAC on “Training of trainers in Nation Building Activities towards Educational Equity in Universities” by Dr.Kalpana Sampth, Director, EFIL Educational Services Pvt.Ltd. Bengaluru was conducted on 05.03.2016 in our Institution. Dr.Kalpana Sampth had a brain storming session with the faculty and refreshed about educational equality in Universities.

2. A quality circle consisting of 40 IQAC members is assigned the duty of distributing the feedback forms to the students for the even semester, get them filled in a month's time and consolidate them.

The members expressed the difficulties in consolidating the filled in forms for the preparation of analysis report. Hence it was resolved by the advice of the Vice Chancellor that the feedback in the coming year can be digitalized. Prof.Sivaskamasundari thanked the members.

K. Sivakamasundari

Coordinator IQAC

Bemarahyri jayan

Chairperson IQAC