

Minutes of the meeting of the IQAC held on 20.11.2016

A meeting of the IQAC committee was convened by the chairperson *Dr.Premavathy Vijayan* Vice Chancellor of Avinashilingam Institute for Home Science and Higher Education for Women at 10.30 am on 20.11.2016 in the Academic Council Hall of the Institute.

Members Present

1. Dr.K.Sivakamasundari
IQAC Director
2. Dr.Sarada Ramadass, Professor/ FSMD
3. Dr.K.T.Geetha, Professor /Economics
4. Dr.T.K.S.Lakshmi Priya, Prof & Head / PT
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 officials from the University

9. Dr. S.Kowsalya
Registrar
10. Dr.S.C.Sharma
Former Vice Chancellor, Tumkur University
Advisor
11. Dr. G.P. Jeyanthi
Director (Research and Consultancy)
12. Dr.R.Marimuthu
Deputy Registrar
13. Mr.Sardar Malik
Administrative Officer
14. Mr.S.Lakshmanan
Finance officer i/c
15. Dr.R.Parimala
Asst.Registrar (Academic)

Deans of various faculties

16. Dr. N.Vasuki
Dean of Home Science
17. Dr.(Mrs) A.Parvathi
Dean of Science
18. Dr.P. Ambigadevi
Dean of Humanities
19. Dr. U. Jerinabi
Dean of Business Administration
20. Dr.(Mrs) A.Venmathi
Dean of Community Education
& Entrepreneurship Development
21. Dr.T.Geetha
Dean of Education
22. Dr.(Mrs.) S.Maragatham
Dean of Engineering
23. Dr.N.S. Rohini
Dean, Student Affairs

External experts on Quality Management/ Industry / Local Community members

24. Dr.Somasundaram
Nominee (Industrialist)
25. Dr.M.Sivaraman
Gandhigram Rural Institute
External Expert
26. Dr.Kalyani Shankar
Nominee (Alumni)

Student Representative

1. Divya Varshini
Student Chairperson

Placement Officer
Ms.S. Sudharani

Swayam – MOOC coordinator
Dr.G.Padmavathi, Prof. Comp. Science

The main agenda of the meeting were

- I. Data submission to NIRF
- II. Quality Improvement in student support
- III. Swayam MOOC implementation

Prof.Sivakamasundari the Director of IQAC welcomed the members present there and proceeded with the discussion:

(i) MHRD had come up with National Institute of Ranking Framework (NIRF) for University & College which will evaluate them on quantifiable parameters leading to ranking of institute. The methodology is based on a set of metrics based on five broad head parameters:

- ✓ Teaching Learning & Resources (30%)
- ✓ Research and Profession Practice (30%)
- ✓ Graduation Outcomes (20%)
- ✓ Outreach and Inclusivity (10%)
- ✓ Perception (10%)

Our institute participated in NIRF 2016 and submitted data to NIRF portal. IQAC coordinator expressed the difficulties faced while submitting; she requested the chairman assign more members to consolidate data as required by NIRF for the submission. The Vice Chancellor encouraged by assigning five more members to assist in this regard.

(ii) IQAC coordinator welcomed the Dean, of Student Affairs, Prof.N.S.Rohini and the Placement Officer Ms.Sudharani for the meeting.

Prof.Rohini read out a report on quality improvement regarding student counselling and career guidance.

The Objectives are to:

- help students in their academics and career identification
- help students with assessment for their understanding about individuals intellectual abilities, aptitude and personality
- identify issues related to adjustment, behavioral and interpersonal problems
- help teachers to identify slow achievers, under achievers and poor achievers
- help teachers adopt innovative methods of instruction to facilitate the needy students
- ✚ The C.A.R.E (Centre for Ambitious and Resourceful Endeavors) is functioning within the campus of Avinashilingam University for Women. The main aim of the centre is to help

the students have access to counseling both career and personal. It also facilitates students in having their self assessment on varied attributes.

- ✦ The Centre is functioning under the auspices of the Psychology Department. The post graduate students of the department under the guidance of the staff carry out the Myers Briggs Type Personality mapping all out going students of the Engineering program by handing out a report that would help in their career.
- ✦ The Comprehensive Interest Schedule is administered on all the under graduate students of the Arts and Science stream, to identify their area of interest in paving the way for choice in higher studies, empowerment further know their self potentials.
- ✦ The faculty members of the Department of Psychology have been extending psychological counseling services to the students and also the members of the society. The common issues addressed include learning difficulties, adjustment problems, marital problems, anxiety and depression.

Career guidance

- ✓ The support of the Career Guidance and Counseling Cell that the institution extends to the students makes them confident to perform better in their career. Counseling, thus addresses both the academic and the career concerns and opportunities. The institution inculcates a positive attitude and a value added service to the students. The spirit of offering guidance on sharing resources, awareness on availability of opportunities and facilities, information and guidance about market patterns and grooming the employability skills that help in building a base for the students is exercised through the career and counseling cell, as a result of socio economic integration.
- ✓ Soft skills, such as, being able to work well with others, leadership, work ethics, manners and social interaction, are vital for success in the marketplace, and therefore these skills are often imbibed by the students from workshop, seminars and activity based sessions conducted in the campuses. Students are taught to enhance their communication skills through functional English classes and are taught on how to communicate with peers and bosses and how to research the job market. Career counselling also emphasis as on the spirit of developing self awareness and maintain self-esteem.
- ✓ Organising mock tests and interviews prior to the campus interviews is a continuous process. Industry experts are invited to address the students to create awareness on job description and industry expectations.
- ✓ The students are encouraged to register for all banking exams, service commission exams and adequate training is provided in this regard. The students are guided for pursuing higher education, overseas education etc., Industry collaborated training is given for the students from reserved category and economically weaker section. A special recruitment drive is organized for such trained students.

- ✓ Workshops on computer based applications and on building Self Confidence are organized for Persons with Disabilities with. To trigger the entrepreneurship skills among students, various workshops and seminars are organized to make the students job providers than to be job seekers.
 - ✓ For the academic year 2015 – 2016, 30 companies made their recruitment process and 617 students were placed in different sectors.
- iii. MOOC is to be introduced as Part II component in the curriculum with additional credits at Post Graduate level in the next academic year. This introduction of SWAYAM (Study Webs of Active learning for Young Aspiring Minds) will improve CBCS. MOOC is hosted in this platform
1. Spoken tutorials is an initiative of National Mission on Education through ICT
 2. Spoken tutorials is to be introduced in the curriculum for all the Under Graduate and Post Graduate students

The Vice Chancellor appreciated the work done by C.A.R.E and thanked the Dean of student affairs and the Placement Officer for their meticulous work.

The IQAC Director thanked the Vice chancellor for her appreciation and motivation towards the smooth conduction of student placement activities.

L. Sivakamesh

Director IQAC

Pr. Manjushree

Chairperson IQAC