

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

**Minutes of the meeting of the IQAC held on 24.01.2018**

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 24.01.2018 in the Academic Council Hall of the Institute.

**Members Present**

1. Dr.Premavathy Vijayan - Chair Person  
Vice Chancellor
2. Dr.U.Jerinabi - Dean incharge  
Dean, Faculty of Business Administration
3. Dr. S.Kowsalya - Senior Administrative Official  
Registrar
4. Mr.S.Lakshmanan Finance officer i/c
5. Dr.R.Parimala - Asst. Registrar (Academic)
6. Dr.K.Manimozhi  
Controller of Examinations (i/c)

***Members of IQAC***

7. Dr.K.Sivakamasundari - Director IQAC  
Professor, Dept. of Mathematics
8. Dr.G.Bagyalakshmi, Associate Professor/ T&C
9. Dr. Rachel M Sulus, Assistant Professor / Economics
10. Dr.K.Kalaiselvi Assistant Professor / Biochemistry/Biotechnology/Bioinformatics
11. Dr.J.Arthi, Associate Profesora / Management
12. Ms.S.S.Manimozhi, Assistant. Professor / Education
13. Dr.P.Lalitha, Assocaite Professor / Chemistry
14. Dr.Lovelin Jerald, Associate Professor / FPPT

*External experts on Quality Management/ Industry / Local Community members*

- |                           |                           |
|---------------------------|---------------------------|
| 15. Dr.Mohana Sundari     | - Nominee (Industrialist) |
| 16. Dr.Gowri Ramakrishnan | - Management Member       |
| 17. Dr.Kalyani Shankar    | - Nominee (Alumni)        |
- Student Representative*
- |                |                       |
|----------------|-----------------------|
| 18. S.Gayathri | - Student Chairperson |
|----------------|-----------------------|

The agenda of the present meeting are:

- ✓ Preparation for NBA Accreditation
- ✓ Preparation for NAAC Accreditation 4<sup>th</sup> cycle
- ✓ Conduct of External Academic and Administrative Audit

Prof. Dr.Premavathy Vijayan, Vice Chancellor Chairman – IQAC welcomed the members present and asked the director IQAC to proceed with the agenda.

**1. NBA – Preparation**

Prof.Maragatham gave a preparation of SAR (Self Assessment Report) to be submitted to NBA (National Board Accreditation) Prof. Maragatham conveyed that the following departments are ready with their reports.

1. Biomedical Instrumentation of Engineering
2. Computer Science and Engineering
3. Printing Technology
4. Electronics Communication Engineering
5. Food Processing Preservation Technology

**2. NAAC – SSR Preparation**

The revised assessment and accreditation framework is launched in July 2017 by NAAC. As the institute is completing five year period from the last accreditation, the Vice Chancellor has formed a team of members for each of VII Criteria to prepare SSR with an assisting team of IV

members under technical team to help in online submission headed by the NAAC Coordinator Prof. U.Jerinabi, Dean, Faculty of Business Administration assisted by IQAC Director.

### **3. Academic and Administrative Audit**

An external Academic audit and Administrative audit will be conducted in the month of March 2018. Prof.G.P.Jeyanthi, Research Director, coordinated in preparation of Proforma for data collection and compilation and approved by the chairperson.

*K. Sivakumari*

Director IQAC

*Prasanthi Jayam*

Chairperson IQAC