

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

**Minutes of the meeting of the IQAC held on 18.04.2019**

A meeting of the IQAC committee was convened by the IQAC Director, Dr.K.Sivakamasundari of Avinashilingam Institute for Home Science and Higher Education for Women at 03.30 pm on 18.04.2019 in the in the IQAC of the Institute.

**Members Present**

1. Dr.Premavathy Vijayan  
Vice Chancellor - Chair Person
2. Dr.U.Jerinabi  
Dean, Faculty of Business Administration - Dean incharge
3. Dr. S.Kowsalya  
Registrar - Senior Administrative Official
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  
Professor, Dept. of Mathematics - Director IQAC
8. Dr.G.Bagyalakshmi, Associate Professor/ T&C
9. Dr. Rachel M Sylus, Assistant Professor / Economics
10. Dr.K.Kalaiselvi Assistant Professor / Biochemistry/Biotechnology/Bioinformatics
11. Dr.J.Arthi, Associate Profesor / Management
12. Ms.S.S.Manimozhi, Assistant. Professor / Education
13. Dr.P.Lalitha, Associate 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.Santhiya - Student Chairperson

The Major agenda of the present meeting are:

- ✓ Felicitating the NAAC Co-coordinator, the Director of IQAC and their team for getting A+ in the 4<sup>th</sup> Cycle of NAAC Accreditation.
- ✓ Submission of Plan of Action for the academic year 2019-20.
- ✓ Collection of Self Appraisal form
- ✓ Submission of report of Internal stock check audit
- ✓ Submission of Analysis report of all types of feedback forms

The Chairperson welcomed the members of IQAC and greeted them. Dr. Sivakamasundari, Director of IQAC placed the agenda to the committee members.


- ✓ The Vice Chancellor congratulated the NAAC Coordinator Dr.U.Jerinabi and the IQAC Director Dr.K.Sivakamasundari and their team for their tireless meticulous work of NAAC Self Study Report submission and receiving A+ in the 4<sup>th</sup> Cycle of NAAC Accreditation with the score of 3.49. She also thanked all the 72 members of NAAC Committee, all the teachers and the non-teaching staff in bringing the glorious victory to our Institute.
- ✓ The plan of action for the academic year 2019-20 is submitted to all the members present.

**Plan of action:**

- ✚ Infrastructure of the Institute is to be improved by building a guesthouse Incubation Centre, Placement Cell and some more classrooms.
  - ✚ New programmes both UG & PG are to be introduced
  - ✚ Faculty to be encouraged to bring more awards
  - ✚ The research output of the faculty and the scholars to be improved by having more publications, patents and improving h-index.
  - ✚ Research projects and Government schemes are to be applied.
  - ✚ Many MoUs to be signed to improve Industry Linkages.
  - ✚ Learning Management System has to be strengthened
  - ✚ Library services to be improved.
- ✓ It is a practice of the institute to collect the self appraisal form of each faculty signed by the HoD through Dean by IQAC. In today's meeting it is brought to the notice of the chairman of IQAC to give permission to go ahead with the activity of the IQAC
  - ✓ The Internal Audit of checking up the stock in the department is done and the report is Prepared and submitted.
  - ✓ Analysis report of all types of feedback forms is submitted to the Vice Chancellor for her approval.

At the end of the meeting Prof. K. Sivakamasundari, IQAC Director thanked the members of IQAC Committee

  
Director IQAC

  
Chairperson IQAC