



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University under Category A by MHRD, Estd. u/s 3 of UGC Act 1956)

Re-accredited with A+ Grade by NAAC. Recognised by UGC Under Section 12 B

Coimbatore - 641 043, Tamil Nadu, India

Minutes of the IQAC Online Meeting held on 12.08.2021

Meet Link- [Click Here](#)

An Online Meeting of the Internal Quality Assurance Cell was convened by the IQAC Coordinator, **Dr.U. Jerinabi** of Avinashilingam Institute for Home Science and Higher Education for Women at 10.00 AM on 12.08.2021, through Google meet platform.

Members Present:

- | | |
|-------------------------------|---------------------------------------------------------|
| 1. Dr. U. Jerinabi | - Coordinator IQAC |
| 2. Dr. R. Rajalakshmi | - Professor, Dept. of Chemistry |
| 3. Dr. P. Lalitha | - Professor, Dept. of Chemistry |
| 4. Dr. K. Arockia Maraichelvi | - Associate Professor, Dept. of Human Development |
| 5. Dr. T. Shanmugavalli | - Associate Professor, Dept. of Physical Education |
| 6. Dr. Kalaiselvi Senthil | - Associate Professor, Dept. of Biochemistry |
| 7. Dr. PA Rajeswari | - Associate Professor, Dept. of FSN |
| 8. Dr. K. Ramya | - Assistant Professor, Dept. of Business Administration |
| 9. Dr. E. Indira | - Assistant Professor, Dept. of Visual Communication |
| 10. Dr. R. Pappa Ammal | - Assistant Professor, Dept. of Science & Humanities |

The Agenda of the Present Meeting are

- IQAC Academic Calendar Preparation
- Organization of IQAC Quality Initiatives/Workshop/Seminar Regarding
- Committee responsibility and preparation of the Budget Allocation provided by the University to nourish the growth of the Faculty members
- Organizing quality initiative workshop on Outcome Based Education.

The members are highlighted on the following points

- IQAC coordinator expressed her gratitude to the members for the successful completion of the Academic and Administrative Audit held on 28th of July 2021 to 30th July 2021.

- A quality circle consisting of IQAC members were assigned the duty for conducting the Workshop/Seminar/Quality Initiatives on the topic of skill development, Research methodology, Entrepreneurship Development, Intellectual Property Rights (IPR) and quality initiatives.
- Coordinator insisted suggestions for the preparation of IQAC Academic Calendar
- Members were assigned responsibility for the preparation of the Budget Allocation provided by the University to nourish the growth of Faculty members
- Discussion regarding organizing quality initiative workshop on Outcome Based Education.
- After detailed discussion, the following plan of action is suggested for the upcoming days.

Plan of Action

- Preparation of guidelines for the allocation of budget to the departments provided by the University
- Call for proposals for seed money grant to encourage the young faculty for their growth
- Defining Terms and Conditions for the seed money grant provision to the faculty.
- Conducting Workshop/Seminar every once a month for the betterment of the faculty of the Institute
- Organizing an Quality initiative on Outcome Based Education to the faculty immediately
- Decision to conduct a follow-up meeting every week.

At the end of the meeting Dr.U.Jerinabi, Coordinator IQAC thanked the members and concluded the meet


Coordinator IQAC

Director - IQAC
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Minutes of the IQAC Meeting held on 22.09.2021

Meeting of the Internal Quality Assurance Cell was convened by the IQAC Coordinator, **Dr.U.Jerinabi** of Avinashilingam Institute for Home Science and Higher Education for Women at 11.00 AM on 22.09.2021, in the IQAC Office

Members Present:

- | | |
|----------------------------------|---------------------------------------------------------|
| 1. Dr. U. Jerinabi | - Coordinator IQAC |
| 2. Dr. R. Rajalakshmi | - Professor, Dept. of Chemistry |
| 3. Dr. P. Lalitha | - Professor, Dept. of Chemistry |
| 4. Dr. T. Shanmugavalli | - Associate Professor, Dept. of Physical Education |
| 5. Dr. Kalaiselvi Senthil | - Associate Professor, Dept. of Biochemistry |
| 6. Dr. PA Raajeswari | - Associate Professor, Dept. of FSN |
| 7. Dr. K. Ramya | - Assistant Professor, Dept. of Business Administration |
| 8. Dr. E. Indira | - Assistant Professor, Dept. of Visual Communication |
| 9. Dr. R. PappaAmmal | - Assistant Professor, Dept. of Science & Humanities |

The Agenda of the Present Meeting are

- NIRF data preparation
- AQAR preparation
- NAAC Peer team visit preparation
- Organizing Quality Initiatives for the Academic Year 2021-2022
- Organizing IQAC Advisory Committee meeting Regd.
- Any other matter

The members are highlighted on the following points

- IQAC coordinator congratulated and expressed her thanks to the members for their constant efforts in providing the data for submission of NIRF ranking successfully which aided to pursue 75th Ranking in the University Category
- IQAC members were asked to provide their suggestions for the Pre NAAC Visit preparation and the Coordinator allotted responsibilities to the members accordingly.

- Coordinator explained the members regarding the preparation of NIRF data template and insisted suggestions for the improvement of the NIRF ranking for the upcoming academic year
- IQAC School In charge members were assigned responsibility of following up the AQAR template provided to the departments in their respective school
- IQAC team along with the Coordinator decided to organize, one day online virtual workshop on “Attaining and Sustaining NIRF ranking for Universities” on 25.09.2021.
- An advisory committee meeting is planned to organize after the NAAC Peer team visit.
- Preparation of Budget proposal for Academic Activities 2021-2022

Plan of Action

- Formation of Committee members for the Pre NAAC Visit
- Preparation of schedule and guidelines for the Pre NAAC visit
- Preparation and compilation of NIRF data template.
- Preparation and compilation of AQAR data template
- Organizing One day online virtual workshop for faculty on “Attaining and Sustaining NIRF ranking for Universities” on 25.09.2021

At the end of the meeting Dr.U.Jerinabi, Coordinator IQAC thanked the members and concluded the meet


Coordinator IQAC

Director - IQAC
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Minutes of the IQAC Meeting held on 20.10.2021

Meeting of the Internal Quality Assurance Cell was convened by the IQAC Coordinator, **Dr.U.Jerinabi** of Avinashilingam Institute for Home Science and Higher Education for Women at 11.00 AM on 20.10.2021 in the IQAC Office.

Members Present:

1. **Dr. U. Jerinabi** - Coordinator IQAC
2. **Dr. P. Lalitha** - Professor, Dept. of Chemistry
3. **Dr. K. ArockiaMaraichelvi** - Associate Professor, Dept. of Human Development
4. **Dr. T. Shanmugavalli** - Associate Professor, Dept. of Physical Education
5. **Dr. KalaiselviSenthil** - Associate Professor, Dept. of Biochemistry
6. **Dr. PA Raajeswari** - Associate Professor, Dept. of Food Science and Nutrition
7. **Dr. E. Indira** - Assistant Professor, Dept. of Visual Communication
8. **Dr. R. PappaAmmal** - Assistant Professor, Dept. of Science & Humanities

The Agenda of the Present Meeting are

- Finalizing the guidelines for
 - a. Organizing Conference, Seminar, Workshop, Symposium, Training Programme of short duration(less than 15 days)
 - b. Seed money grant for young faculty
 - c. Publication grant
 - d. Financial assistance/ Travel grant to attend Conference/Workshop
 - e. Patent filing
 - f. Financial support for Membership in recognized bodies
- Discussion on approval of NAAC Peer Team Visit schedule/committee list
- Follow up on AQAR data template preparation
- Scheduling NAAC advisory Committee meeting
- Appealing for NAAC for the financial assistance to organize workshop/seminar on quality initiatives
- Scheduling Internal Academic Audit
- Administering Feedback forms from Stakeholders of the University

The members are highlighted on the following points

- a. IQAC Coordinator congratulated the members for the successful organization of the one day online virtual workshop on “Attaining and Sustaining NIRF ranking for Universities”
- b. Responsibilities of finalizing the guidelines and circulating it among the various departments for the Organizing Conference, Seminar, Workshop, Symposium, Training Programme of short duration(less than 15 days), Seed money grant for young faculty, Publication grant, Financial assistance/ Travel grant to attend Conference/Workshop, Patent filing and Financial support for Membership in recognized bodies were assigned to members of the IQAC
- c. School In-charge’s of IQAC were allotted with responsibilities for various committee for the NAAC peer team visit, and the suggestions were provided for the members for various committees.
- d. IQAC members were asked to follow up on the data required for the AQAR preparation
- e. School In-charge of IQAC from each faculty was asked to administer the feedback forms from the stakeholders for the academic year.
- f. Coordinator along with the members decided to organize the Institutional Internal Academic and Administrative Audit after the NAAC peer team visit.

Plan of Action

- Preparing a check list for the NAAC peer team visit
- Updating the guidelines for Financial support of Academic activities in the University website and collecting the proposals from each department accordingly
- Preparation and Compilation of AQAR data
- Administering the feedback forms from the stakeholders of the University
- ‘Preparing a rough schedule for the Internal Academic and Administrative Audit

At the end of the meeting Dr.U.Jerinabi, Coordinator IQAC thanked the members and concluded the meet


Coordinator IQAC

Director - IQAC
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