



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of IQAC

Date: Wednesday, August 16, 2016

Time: 02.30 p.m.

The Meeting commenced with a prayer by E Glitta Sumangali, the Vice - Principal of the college. The following members were present in the meeting.

S. NO	NAME	POSITION
1	Dr. S Maheswari	Principal, Chair Person
2	C Noel Rani	Secretary, Member, Board of Management,
3	E Glitta Sumangali	Vice-Principal & IQAC Coordinator
4	A Antony Maria Jansi	IQAC Member
5	M Lallimathi	IQAC Member
6	K Usha	IQAC Member
7	M Bagyamathi	IQAC Member
8	J Megala	IQAC Member
9	Dr. P Thiravidaprema	IQAC Member
10	J Sumathi	IQAC Member
11	M Santhana Mari	Superintendent
12	R Praisya Matilda	Students' Representative

Following are the agenda and resolutions passed in the meeting

The functions and objectives of IQAC

Principal, the Chairperson of the IQAC explained a post-accreditation quality sustenance measure as prescribed by the NAAC, the college established the Internal Quality Assurance Cell (IQAC) in 2011. Ever since the inception of IQAC, it has been an integral

part of the college working towards realizing the goals of quality enhancement by developing a system for conscious, consistent, and catalytic improvement in different aspects of the functioning of the college. She introduced the members of IQAC. The objectives of the IQAC were framed after discussion as follows:

- Development and implementation of quality benchmarks for the academic activities of the college.
- To organize seminars on quality-related themes and promotion of quality circles.
- Documentation of various programmes/activities conducted leading to quality improvement.
- Chairperson motivated all the members of IQAC to work out quality standards and study environment.

Initiatives for quality enhancement to the staff members

The committee decided to organize staff orientation programme to enhance quality at all levels of the academic activities and innovative methods of teaching and learning and Soft – skill training for the non-teaching staff. The various perspectives of quality remains as the prime focus every year. Hence the theme of the staff orientation programme will be on techniques and innovations to improve the teaching and learning methods.

The IQAC members must participate in the conferences organized by other educational institutions on quality enhancement.

Adoption of new teaching methods for interactive learning

After detailed deliberation, the members of IQAC finalised the standards to lift effective learning through ICT. Each staff shall teach at least 20% of the topics in each unit adopting ICT tools.

The Systematic conduct of Internal Assessment / Systematic evaluation of Academic outcomes

The Continuous Internal Assessment plays a vital role to boost the percentage of results. Therefore the members of IQAC proposed to constitute a scrutinizing committee which will include all the head of the departments to examine the standard of the question paper set by the course teachers following the semester question pattern.

In order to improve the quality of internal assessment, the following initiatives were suggested.

- Seminars assigned to the students in the respective courses can be considered as part of continuous assessment.
- Students are allowed to prepare their assignments on the topic of their own choice.
- Reported visits by the students to the Industry, Library, and Observatory can be counted towards internal assessment credits.
- Special attention to the slow learners and effective learning methods for the fast learners.

Students as Leaders

It was decided to establish Student Council in order to inculcate the leadership qualities among the students and make the governance more participatory thereby ensuring its effective functioning.

The members of IQAC contented to take necessary initiatives to implement the above. The meeting ended with a vote of thanks.


E GLITTA SUMANGALI
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Dr. S MAHESWARI
Principal
Gonzaga College of Arts & Science for Women
Kathampallam, Elathagiri - 635 108
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of IQAC

The Meeting of the members of the IQAC was held on Thursday, November 10, 2016 at 10.30 a.m. in the IQAC office. The following members were present in the meeting

S. NO	NAME	POSITION
1	Dr. S Maheswari	Principal, Chair Person
2	C Noel Rani	Secretary, Member, Board of Management,
3	E Glitta Sumangali	Vice-Principal & IQAC Coordinator
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10	J Sumathi	IQAC Member
11	M Santhana Mari	Superintendent
12	R Praisly Matilda	Students' Representative

The Coordinator of IQAC welcomed the members and read out the agenda of the meeting after meticulous discussion on enhancing and sustaining quality both in academic and administration, the following quality benchmarks were setup by the members of the meeting.

To provide quality enhancement to the faculty and students

It was decided that each department must organize National/International level Seminar/Conferences and other association activities, which will greatly inspire the students to move to the next level of their learning and staff to take up research.

To provide active learning environment to the students

The students must be accompanied by mentors to develop learning outcomes through Student Guidance Programme and faculty shall adopt effective teaching pedagogy. Students shall be encouraged to take up In-plant training, Industrial visit, and Library visit. The committee decided to organise department-wise result analysis meeting to ensure the academic outcomes.

The members of IQAC collectively acknowledged the decisions taken and resolved to implement. The meeting ended with a vote of thanks.



E GLITTA SUMANGALI

IQAC Coordinator

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Dr. S. MAHESWARI

Principal

**Gonzaga College of Arts & Science for Women
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Krisnagiri (Dist)**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of IQAC

The Meeting of the members of the IQAC was held on Wednesday, January 04, 2017 at 02.00 p.m. in the IQAC office. The following members were present in the meeting

S. NO	NAME	POSITION
1	Dr. S Maheswari	Principal, Chair Person
2	C Noel Rani	Secretary, Member, Board of Management,
3	E Glitta Sumangali	Vice-Principal & IQAC Coordinator
4	A Antony Maria Jansi	IQAC Member
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Parent-Teacher Meeting

The members of IQAC planned to organize a Parent-Teacher meeting for the II and III year UG students and II PG students in the last week of January.

Administering various Feedback and Evaluation about the functioning of the institution

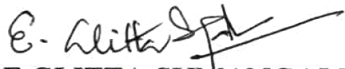
- To obtain feedback from the students and parents about the functioning of the institution and analyze the same for future development.
- To conduct an internal academic audit.
- Stock verification in all the departments.

Students' academic enrichment efforts

- To motivate the students to take up summer projects.
- To foster the skill of creativity and critical thinking through publishing students' magazine.
- To organize Subject Foundation Training session along with Bridge Course.
- To promote Student Satisfactory Survey.
- To initiate Exit evaluation of the programme, teaching and infrastructure by the students.

The members of IQAC collectively resolved to take necessary actions.

The meeting ended with a vote of thanks.



E GLITTA SUMANGALI
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Dr. S MAHESWARI

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