



MANGAYARKARASI COLLEGE OF ARTS AND SCIENCE FOR WOMEN

Affiliated to Madurai Kamaraj University || An ISO 9001 : 2015 Certified Institution

Re-accredited with 'B' Grade by NAAC

PARAVAI, MADURAI - 625402

Internal Quality Assurance Cell

Email: iqaemcw@gmail.com

9500706435, 8883642647

Web: <http://www.mcw-madurai.org>

Meeting - 1

Date: 08. 10. 2020

Venue: Seminar Hall

Principal

:Dr.S.Rajeswari

Co-ordinator

:Mrs.R. Veeramani

Co-Coordinator

:Dr.C.Jestina jeyakumari

Agenda:

- To improve the productivity of students.
- Presentation of perspective plans of department by all the HODs.
- Plans for improving results.

Minutes:

1. Heads of all the department briefly outlined the various activities for the semester.
2. Several new and innovative initiatives were presented by heads of department.

1. Department of Computer Science:

- They conducted Online class theory & Lab. Giving workouts, 2D, 3D animation courses,
- Value added Course - Web Designing.
- They offered two courses Spoken Tutorial in associated with IIT Bombay.
- C++ for First Year and Java for Second Year.

2. Department of Physics

- They offered certificate course on Mobile Technology, PCB Board designing, Arduino.
- Videos, Demo Classes to be created & shared rather than sending You tube videos.
- Live Practical Classes can be created.

3. Department of Maths

- Department of Maths has planned to offer Government Coaching and Tailoring courses and also have planned for mushroom cultivation for the upcoming year.



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Enabling Quality

9800706405, 9800699607

Web: <http://www.mangayarkarasi.ac.in>

4. Department of Chemistry

- To introduce Fire safety as a certificate course and set virtual lab.

5. Department of BBA

- Decided to introduce a new diploma course in Fashion Technology.
- Suggested to bring HR from various companies to train the students.
- Expressed idea of starting a Small unit of Manufacturing Company.

6. Department of Commerce

- Planning to invite Auditors to train the students.
- Decided to start a certificate course on EXCEL for UG students.
- To Offer training for TNPSC, NET and SET examination.
- Planned to conduct a webinar on ACCA.
- To have a tie up with various leading companies to develop entrepreneurship.
- To establish Professional Accounting course.

7. Department of Commerce with Computer Application

- Planning to start an internship training for students from the beginning.
- To start new certificate course on EXCEL for UG students.
- Decided to introduce a course on "Tools for Research" and E-File course for PG students.

8. Department of Tamil

- Presented the idea about the certificate course on Malayalam for the purpose of learning other language.
- Decided to start a course on "Inayathin Payanpadu".

9. Department of English

- To conduct a Guest Lecture on FDP with the help of a Faculty from the Department of Computer Science.
- Expressed her view on the positive side of the institution such as fee structure, bus facility, support from the principal and stress-free environment.
- Organized an Awareness Program for the Faculty Members.
- Uploaded a video regarding the university online semester examination.
- Suggested to reestablish the language lab with audio and video aids.
- Explained the importance of E-attendance.
- To Start an English literary club.



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- Decided to Start a Diploma Course on "Soft Skills for Successful Career".
- Explained the importance of Foreign Language and Job Interview Skills.
- Suggested to provide Visiting Card to the Faculties.
- Suggested to Start Free Summer Course on Various Skills to increase the admission.
- Presented her view on Placement Training and also Suggested to train the students within Working Hours.
- Stated that Faculties should be fluent in English to impress the students.
- Presented the idea of bringing great professors to train the teachers.

10. Department of Research Co-ordinator

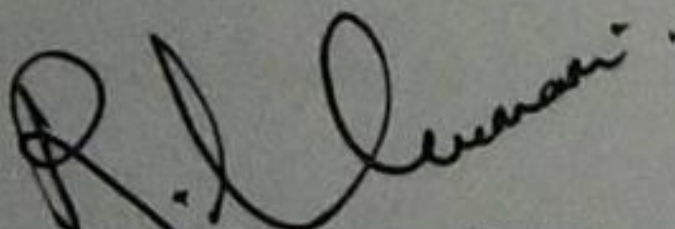
- Vision – Create an Outstanding Support for Youngsters.
- Mission – Achievement of Excellence.
- The Research co-ordinator explained the ways to Enhance Research and also requested every Faculty to Publish at least one Paper for every Semester.

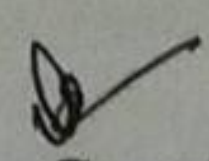
11. Dean-Science: Dr. V. Rohini

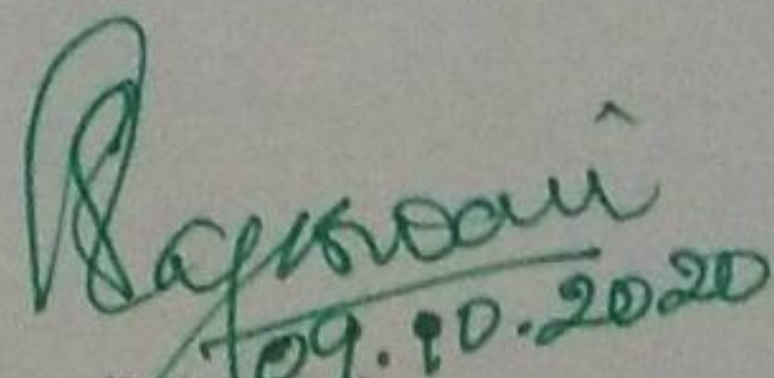
- Goals –Punctuality, Academic Excellence, Placement/Higher education.
- Research &Development, Proficiency in Communication Skills.
- Insist on Artificial Intelligence & Machine Learning, Robotics Integration or training.
- Paper Publication – Minimum 2 per year
- Conference/Workshop/ Seminar – 2 per year
- Organising Workshop/ Seminar has been made compulsory
- Faculty can take NPTEL or Swayam Courses.

12. Dean-Arts: Dr. S. Suganthi

- Faculty members were allocated with duties, insisted on Website updation and to Provide Leave form as per UGC Standards.
- OD form as per UGC standards.
- Details of Newly established Department of Chemistry.
- Complete revamp of department of Tamil & Physical Education.
- Constitution of Research Committee.
- Bloom's Taxonomy – k levels.


IQAC Co-ordinator


IQAC Co-Coordinator


Principal
09.10.2020
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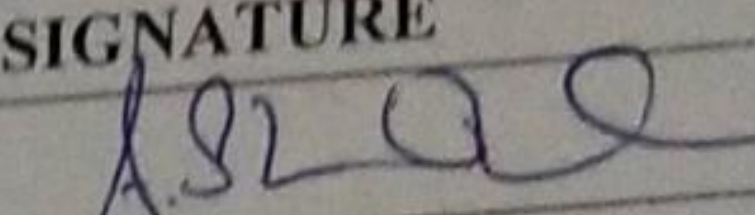
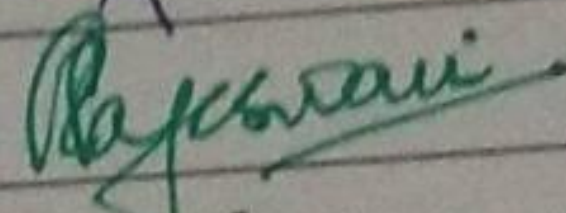
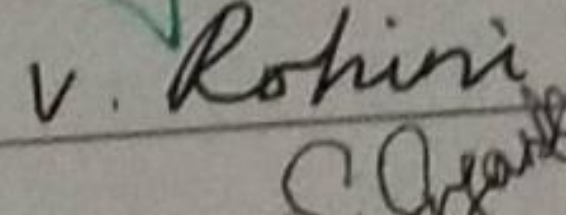
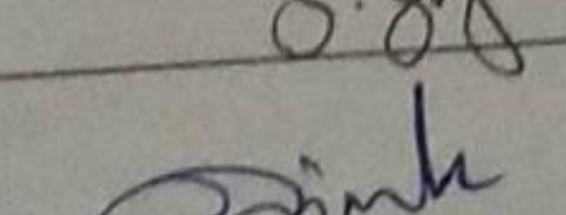
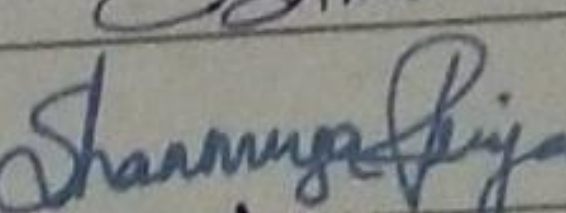
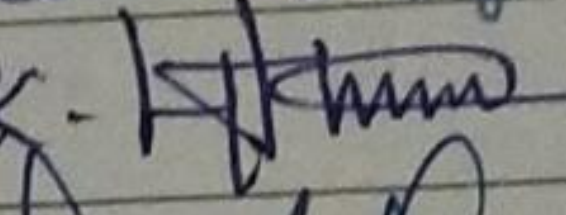
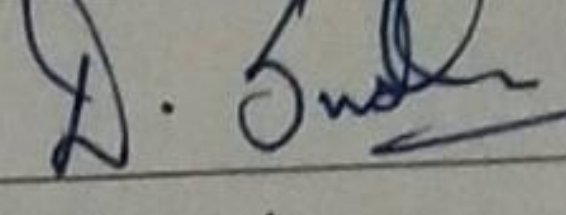
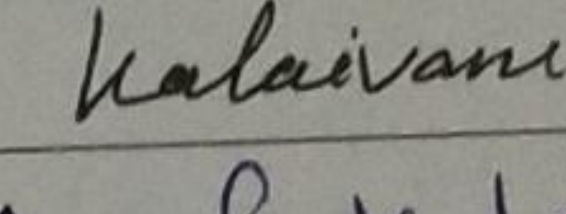
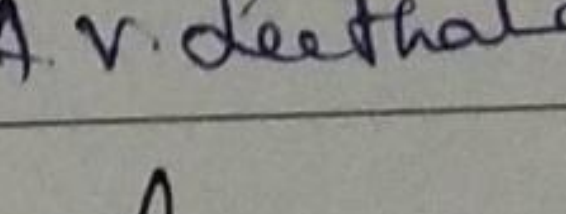
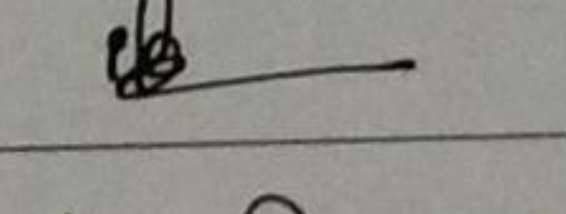
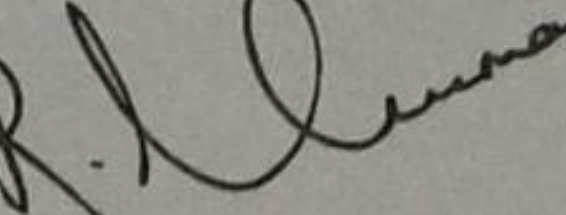
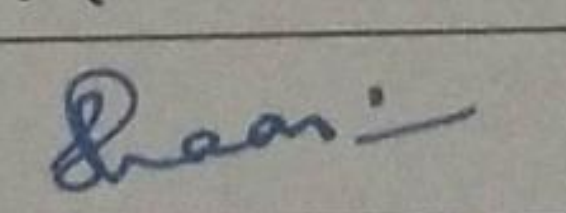
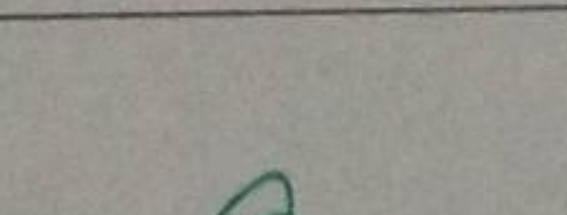
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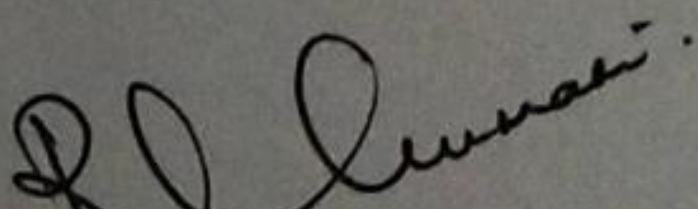
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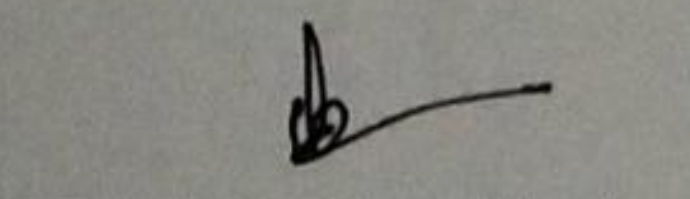
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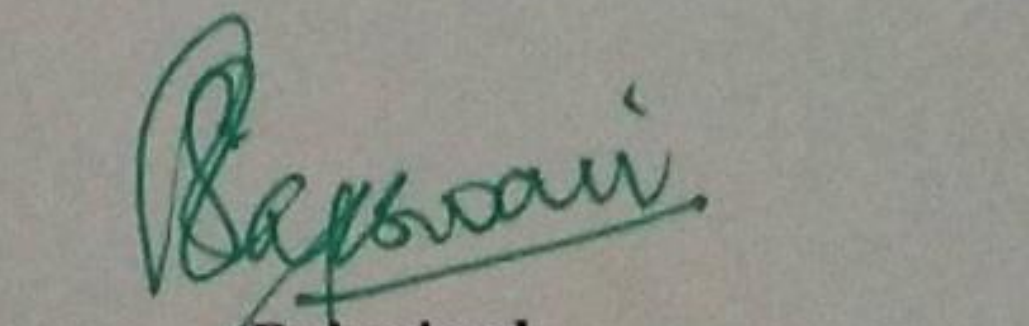
Web: <http://www.mcw-madurai.org>

The Following Members were Present during the Meeting:

S.NO	DESIGNATION	NAME	SIGNATURE
1	Director	Er.A.Shakthi Pranesh	
2	Principal	Dr.S.Rajeswari	
3	Dean - Science	Dr. V.Rohini	
4	Dean - Arts	Dr.S.Suganthi	
5	Head, Department Of Tamil	Dr.V.JayaPoornima	
6	Head, Department Of English	Dr. Shanmuga Priya	
7	Head, Department Of Maths	Mrs.Logasutha	
8	Head, Department Of Physics	Mrs. D. Sudha	
9	Head, Department Of Chemistry	Dr. Kalaivani	
10	Head, Department Of Computer Application	Dr.A.V.SeethaLakshmi	
11	Head, Department Of Commerce (IQAC Co-Coordinator)	Dr. C.Jestina jeyakumari	
12	Head, Department Of Commerce With Computer Application (IQAC Coordinator)	Mrs. R.Veeramani	
13	Head, Department Of Business Administration	Mrs. R.C. Shantha Kumari	


IQAC Co ordinator


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Meeting - 2

Date: 19. 11. 2020

Venue: Seminar Hall

Principal

:Dr.S.Rajeswari

Co-ordinator

:Mrs.R.Veeramani

Co-Coordinator

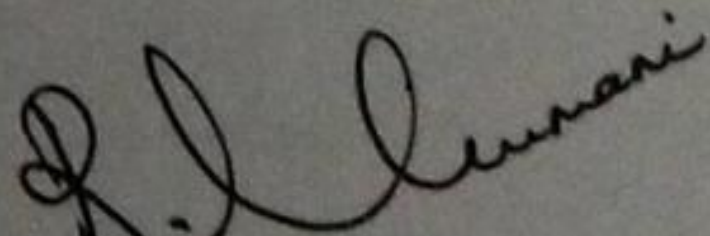
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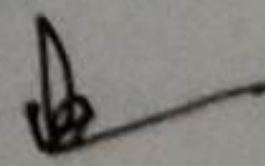
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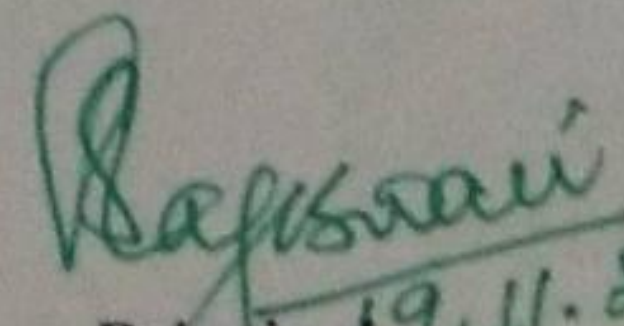
- AQAR new format.
- Online education (ICT)
- New certificate program
- Outcome based Education
- Faculty Development Program
- Professional courses

Minutes:

1. To Plan New Program Introduced in the Academic Year.
2. Improvement in the usage of Technology through ICT.
3. To Organise International, National Seminars and Conference.
4. To Collect Criterion wise Documentation for AQAR 2020-2021.
5. To Initiate the Professional Courses like CA & CMA for B.Com and B.Com(CA) for the Students.
6. To Motivate Faculties to attend the Faculty Professional Development Program.
7. To Collect the Student's Feedback through Google Form.
8. To Establish New Course in Chemistry and Tamil.


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Principal 19.11.2020

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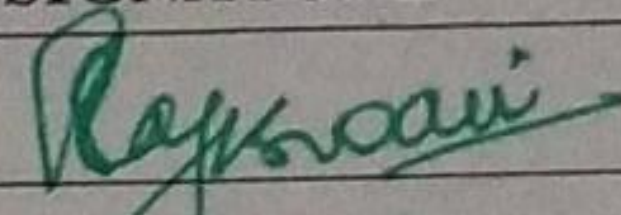
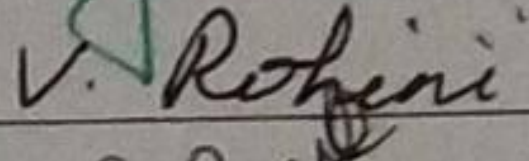
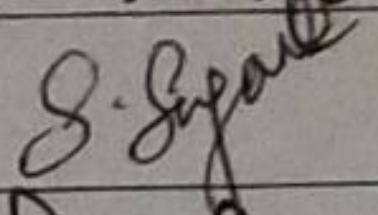
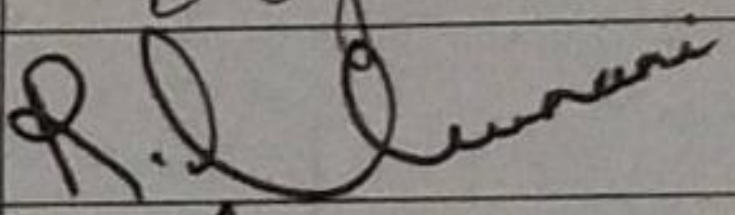
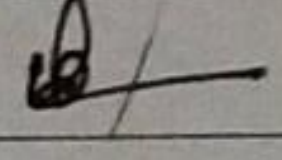
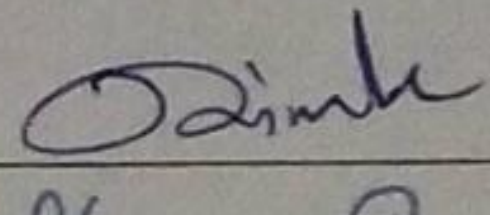
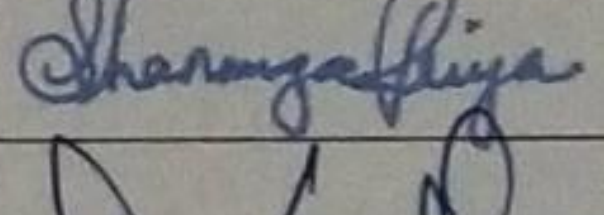
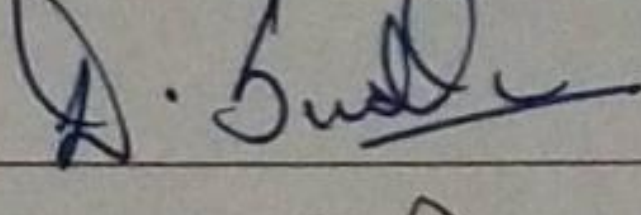
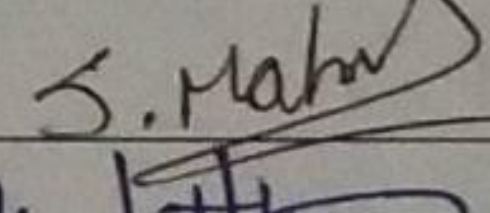
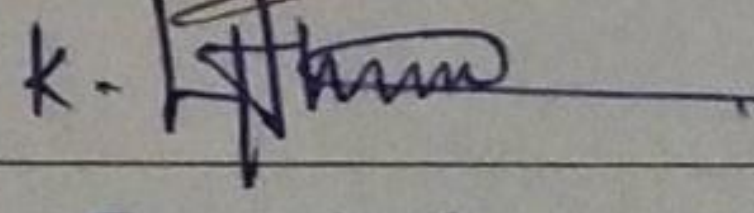
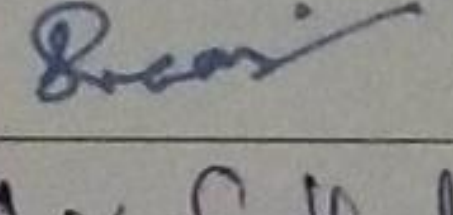
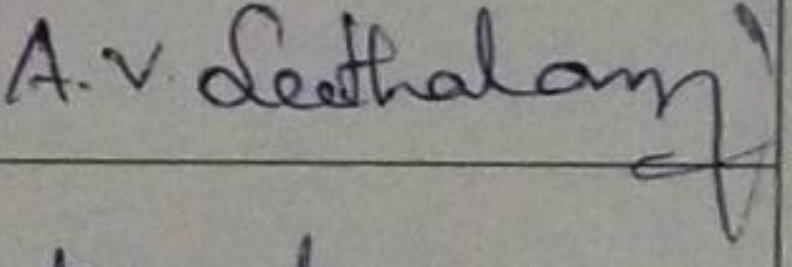
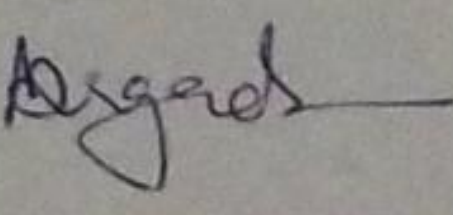
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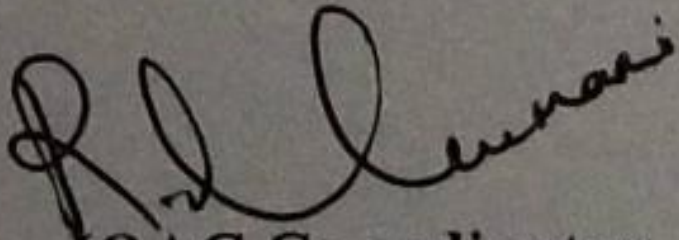
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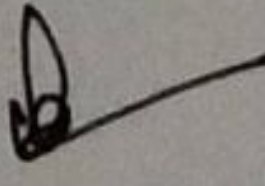
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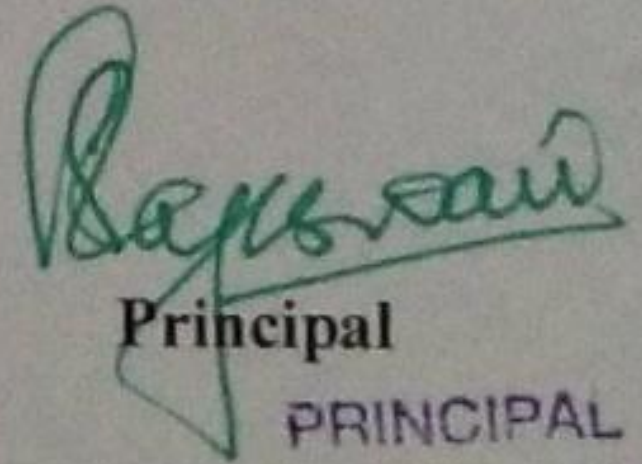
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3	Dean - Arts	Dr.S. Suganthi	
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5	IQAC Co-Coordinator	Dr. C.Jestina Jeyakumari	
6	Incharge - Criteria I	Dr.V. Jaya Poornima	
7	Incharge - Criteria II	Dr. Shanmuga Priya	
8	Incharge - Criteria III	Mrs. D.Sudha	
9	Incharge - Criteria IV	Mrs.Maheshwari	
10	Incharge - Criteria V	Mrs.Logasutha	
11	Incharge - Criteria VI	Mrs. R.C. Shantha Kumari	
12	Incharge - Criteria VII	Dr.A.V.SeethaLakshmi	
13	Head, Department of Chemistry	Dr.N.Durga Devi	


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Meeting - 3

Date : 12. 03. 2021

Venue: Seminar Hall

Principal

:Dr.S.Rajeswari

IQAC Co-ordinator

:Mrs.R. Veeramani

IQAC Co-Coordinator

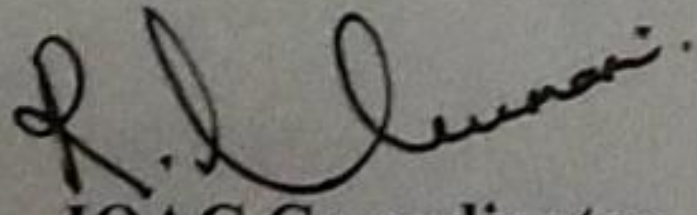
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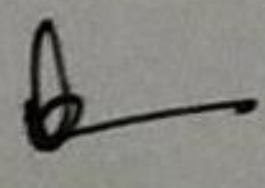
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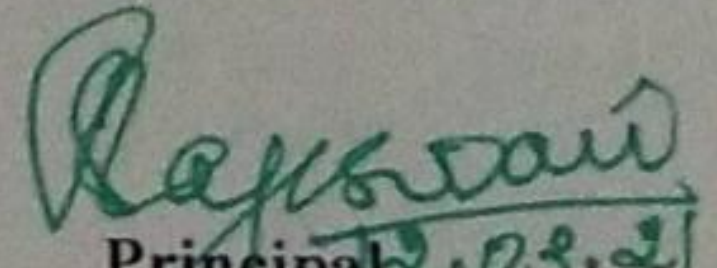
- Increase the reference books in the library.
- Updation of NAAC records.
- Internal Academic Administrative Audit.
- Criterion wise documentation for AQAR 2020-2021.
- Feedback from Alumni to be collected through Google form.
- New Course to be Established for the Academic year 2021-22
- Instruction of IQAC.

Minutes:

1. To Increase the Reference Books in the Library
2. To Collect the Criterion wise Documentation for AQAR 2020-2021
3. To Collect the Feedback from the Alumni through Google Form.
4. To Conduct New Certificate Course and Diploma Courses.
5. To Construct New Canteen and New lab.
6. To Establish New Course on Professional Accounting and Computer Application.
7. To Conduct Campus Interview and Ensure Maximum Placement.
8. To Increase the PG admissions possibly for the upcoming Academic year.


IQAC Co-ordinator


IQAC Co-Coordinator


Principal 12.03.21



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9	Incharge - Criteria IV	Mrs.Maheshwari	
10	Incharge - Criteria V	Mrs.Logasutha	
11	Incharge - Criteria VI	Mrs. R.C. Shantha Kumari	
12	Incharge - Criteria VII	Dr.A.V.SeethaLakshmi	
13	Head, Department of Chemistry	Dr.N.Durga Devi	

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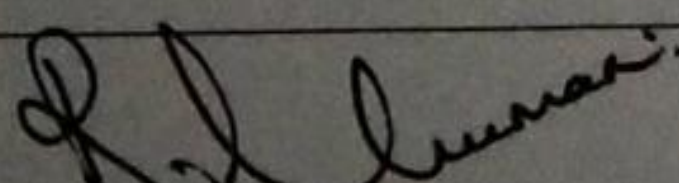
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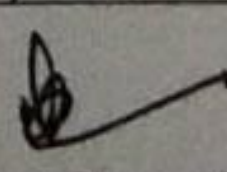
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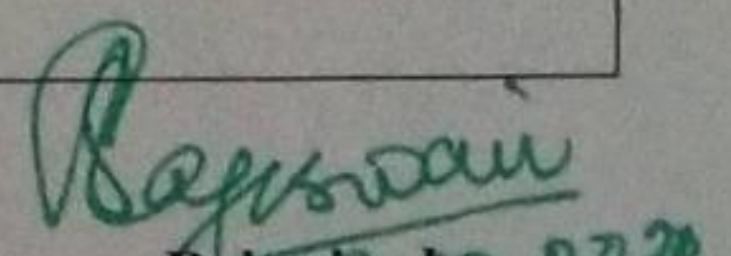
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ACTION TAKEN REPORT FOR THE MEETING HELD ON 08.10.2020

PLAN OF ACTION	ACTION TAKEN
Calendar	Academic Calendar has been prepared by IQAC
Certificate course	Certificate course on "Excel" has been initiated for the Students of Commerce
Establishing New Course	A New Bachelor Course on Chemistry and Masters in Tamil has been established.
Internship Training	Internship Training has been provided to the Students of Commerce, Commerce with Computer Application & Chemistry and 68 students has been sent for this training.
Faculty Development Program	<ol style="list-style-type: none">1. Research and FDP cell in association with IQAC organised a National level Webinar on "Writing a good Research Proposal and an Elegant Research Paper" on 24th January 2021.2. Two days state level FDP program on "Are we prepared?" and "New Approaches to Teaching and Learning" conducted on 27th January 2021.3. Two days FDP on "Research Methods and Skills for Writing Papers" on 31st January 2020 & 1st February 2020
Hands on Training Program	Two days Hands on Training Program on "SPSS" on 6 th & 7 th November 2020
Seminar	One day Seminar on "Library usage Programme" conducted on 22 nd February 2021.
Updation of College Website	College Website has been successfully updated.
Preparation of Question Paper	Question papers were prepared according to Bloom's Taxonomy - K levels.


IQAC Co-ordinator


IQAC Co-Coordinator


Principal
08.10.2020



MANGAYARKARASI COLLEGE OF ARTS AND SCIENCE FOR WOMEN

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PARAVAI, MADURAI - 625402

Internal Quality Assurance Cell

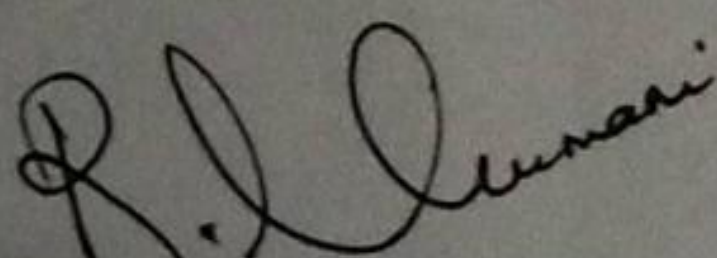
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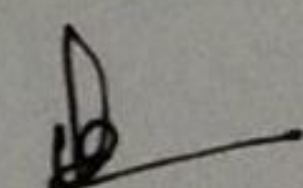
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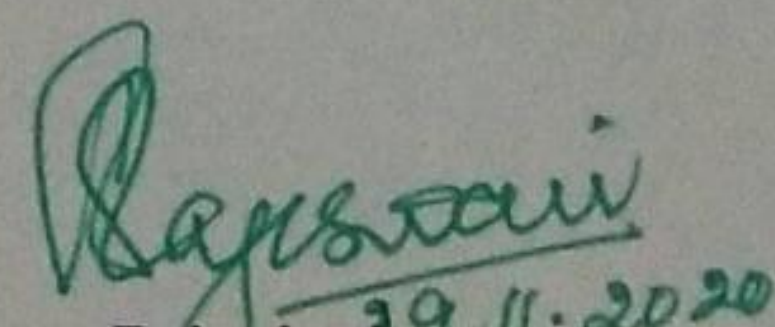
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ACTION TAKEN REPORT FOR THE MEETING HELD ON 19.11.2020

PLAN OF ACTION	ACTION TAKEN
New Program	New Course on Bachelor in Chemistry and Master in Tamil has been established.
Faculty Development Program	New Programs for Faculty Development has been conducted.
Implementation of technology-based classes through ICT	Classes were conducted through Google Meet, Zoom and You tube.
Student's Feedback Form	Feedback regarding Curriculum has been collected from the students.
National and International Seminar / Conference	9 – International Seminar / Conference 4 – National Seminar has been conducted
Professional Courses	Professional Courses like CA, CMA have been conducted for the Students of B.Com and B.Com (CA). Total 19 Students were enrolled. Out of which 11 joined for CA course and 8 joined CMA course.
AQAR Documents	All Departments has submitted Department Level Criterion Wise Details.


IQAC Co-ordinator


IQAC Co-Coordinator


Principal
19.11.2020

PRINCIPAL
Mangayar Karasi College of
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Paravai Madurai-625 402



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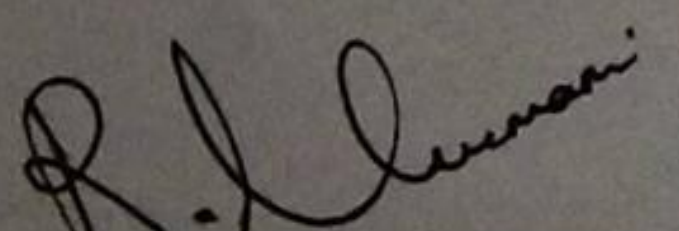
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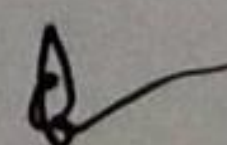
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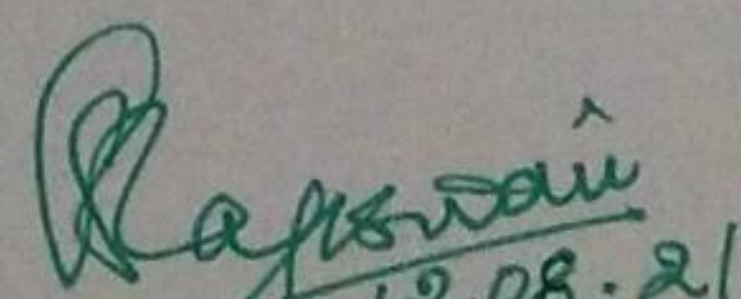
Web: <http://www.mcw-madurai.org>

ACTION TAKEN REPORT FOR THE MEETING HELD ON 12.03.2021

PLAN OF ACTION	ACTION TAKEN
Library Books	As per the requirement of the Departments the Number of Library books has been increased for the next Academic Year.
AQAR Documents	AQAR Documentation submitted to IQAC cell.
Alumni Feedback form	Feedback collected from the Alumni through google form and it was scrutinized and discussed with the Management regarding the betterment of the College.
Academic Administrative Audit	Internal Academic and Administrative Audit held on 17,18 & 19, March 2021. Programs and Activities at the Department level and Institution as a Whole were reviewed.
Placement	Mega Job fair was conducted where 213 students were recruited and 94 Students were placed through Campus Interview.
Increase PG Admission	Process of Admission for PG has been progressed.
New Course	Progress of Establishing New Course on B.Com (Professional Accounting) and Batchelor in Computer Application has been Started.


IQAC Co-ordinator


IQAC Co-Coordinator


12.08.21
Principal