



**Mangayarkarasi College of Arts and Science for Women**

**Affiliated to Madurai Kamaraj University | Re-accredited with 'B' Grade by NAAC**

**Approved by UGC Under Section 2(f) Status| ISO 9001:2015 Certified Institution**

**Paravai, Madurai-625402.**

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**Internal Quality Assurance Cell (IQAC)**

**2020-2021**



# Mangayarkarasi College of Arts and Science for Women

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

Re-accredited with 'B' Grade by NAAC

Paravai, Madurai-625402.

05.10.2020

## CIRCULAR

### Warm Greetings

It is proposed to convene the first IQAC meeting on 08.10.2020 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

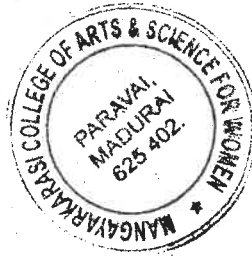
### AGENDA

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

**IQAC COORDINATOR**  
*Co-Ordinator*

*Internal Quality Assurance Cell  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai - 625 402.  
Copy to:*

1. Vice Chairman & Director
2. All HODs, Deans, IQAC Members
3. IQAC File



**PRINCIPAL**

*[Handwritten signature]*  
Principal  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai-625 402



*[Handwritten signature]*  
Principal  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai-625 402.



# 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: [tqaemcw@gmail.com](mailto:tqaemcw@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:

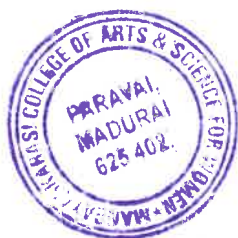
- They conducted Online class theory & Lab. Giving workouts, 2D, 3D animation courses,
- Value added Course - Web Designing.
- They offered two courses Spoken Tutorial in associated with IIT Bombay.
- C++ for First Year and Java for Second Year.

### 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.



  
Principal  
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## 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.



*Dr. Sushma*  
Principal  
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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

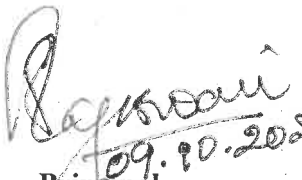
- Faculty members were allocated with duties, insisted on Website updation and to Provide Leave form as per UGC Standards.
- OD form as per UGC standards.
- Details of Newly established Department of Chemistry.
- Complete revamp of department of Tamil & Physical Education.
- Constitution of Research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

  
IQAC Co-ordinator

Co-Ordinator  
Internal Quality Assurance Cell  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai - 625 402.



  
IQAC Co-Coordinator

  
Principal  
09.10.2020  
PRINCIPAL  
Principal Mangayarkarasi College of  
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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

IQAC Co-Coordinator

Principal

Co-Ordinator  
Internal Quality Assurance Cell  
Mangayarkarasi College of  
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Paravai, Madurai - 625 402



Principal  
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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"><li>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.</li><li>2. Two days state level FDP program on "Are we prepared?" and "New Approaches to Teaching and Learning" conducted on 27th January 2021.</li><li>3. Two days FDP on "Research Methods and Skills for Writing Papers" on 31<sup>st</sup> January 2020 &amp; 1<sup>st</sup> February 2020</li></ol>
Hands on Training Program	Two days Hands on Training Program on "SPSS" on 6 <sup>th</sup> & 7 <sup>th</sup> November 2020
Seminar	One day Seminar on "Library usage Programme" conducted on 22 <sup>nd</sup> 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

Co-Ordinator

Internal Quality Assurance Cell

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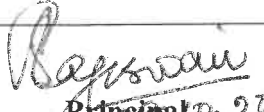
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IQAC Co-Coordinator

Principal

Mangayarkarasi College of Arts & Science For Women

Paravai, Madurai-625-402.

  
Principal

Principal

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# Mangayarkarasi College of Arts and Science for Women

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16.11.2020

## CIRCULAR

### Warm Greetings

It is proposed to convene the second IQAC meeting on 19.11.2020 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

### AGENDA

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

**IQAC COORDINATOR**

*Co-Ordinator*

*Internal Quality Assurance Cell*

*Mangayarkarasi College of*

*Arts & Science For Women*

*Paravai, Madurai - 625 402.*

Copy to:

1. Vice Chairman & Director
2. All HODs, Deans, IQAC Members
3. IQAC File

**PRINCIPAL**



Principal

Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai-625 402



Principal

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## Meeting - 2

Date: 19. 11. 2020

Venue: Seminar Hall

Principal

:Dr.S.Rajeswari

Co-ordinator

:Mrs.R. Veeramani

Co-Coordinator

:Dr.C.Jestina jeyakumari

### Agenda:

- 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.

  
IQAC Co-ordinator

Co-Ordinator

Internal Quality Assurance Cell

Mangayarkarasi College of

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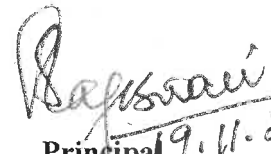
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IQAC Co-Coordinator

  
Principal

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Principal 9.11.2020

PRINCIPAL

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

The Following Members were Present during the Meeting:

S.NO	DESIGNATION	NAME	SIGNATURE
1	Principal	Dr.S.Rajeswari	
2	Dean - Science	Dr. V.Rohini	
3	Dean - Arts	Dr.S. Suganthi	
4	IQAC Coordinator	Mrs. R.Veeramani	
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	

IQAC Co ordinator

IQAC Co-Coordinator

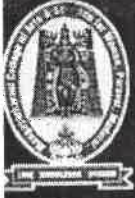
Principal

Co-Ordinator  
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PRINCIPAL  
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Paravai Madurai-625 402



Principal  
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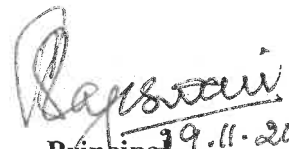
## ACTION TAKEN REPORT FOR THE MEETING HELD ON 19.11.2020

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.

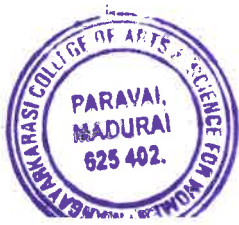
  
IQAC Co-ordinator


**Co-Ordinator**  
Internal Quality Assurance Cell  
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IQAC Co-Coordinator

  
Principal 19.11.2020  
PRINCIPAL

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Principal  
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08.03.2021

## CIRCULAR

### Warm Greetings

It is proposed to convene the third IQAC meeting on 12.03.2021 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

### AGENDA

- Increase the reference books in the library
- Updation of NAAC records
- Internal Academic Administrative Audit
- Criterion wise documentation for AQAR 2020-21
- Feedback from alumni to be collected through Google forms
- New course to be established for the academic year 2021-22
- Instruction of IQAC

**IQAC COORDINATOR**  
*Co-Ordinator*

*Internal Quality Assurance Cell  
Mangayarkarasi College of  
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Paravai, Madurai - 625 402.*

Copy to:

1. Vice Chairman & Director
2. All HODs, Deans, IQAC Members
3. IQAC File

**PRINCIPAL**



*[Handwritten signature]*  
Principal  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai-625 402



*[Handwritten signature]*  
Principal  
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9500706485, 8888642647

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

## Meeting - 3

Date : 12. 03. 2021

Venue: Seminar Hall

Principal

:Dr.S.Rajeswari

IQAC Co-ordinator

:Mrs.R.Veeramani

IQAC Co-Coordinator

:Dr.C.Jestina jeyakumari

### Agenda:

- 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

Co-Ordinator

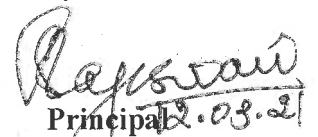
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IQAC Co-Coordinator

Principal

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## The Following Members were Present during the Meeting:

S.NO	DESIGNATION	NAME	SIGNATURE
1	Principal	Dr.S.Rajeswari	
2	Dean - Science	Dr. V.Rohini	
3	Dean - Arts	Dr.S. Suganthi	
4	IQAC Coordinator	Mrs. R.Veeramani	
5	IQAC Co-Coordinator	Dr. C.Jestina Jeyakumari	
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8	Incharge - Criteria III	Mrs. D.Sudha	
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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	

IQAC Co-ordinator

IQAC Co-Coordinator

Principal

Co-Ordinator  
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## 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.

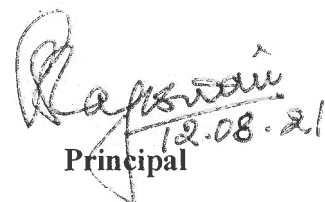
  
IQAC Co-ordinator

Co-Ordinator  
Internal Quality Assurance  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai - 625 402.



  
IQAC Co-Coordinator

  
Principal  
Mangayarkarasi College of  
Arts & Science For Women  
Paravai, Madurai-625 402.

  
Principal  
12.08.21

Principal  
Mangayarkarasi College of  
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# 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

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## PLAN OF ACTION TAKEN FOR THE YEAR 2020-2021

S.NO	PLAN OF ACTION	ACHIEVEMENTS/ OUTCOMES
1	To provide an Orientation Program to the Students	Orientation program was conducted in the beginning of the year and students were briefed with various department activities and facilities of the College.
2	To conduct IQAC meetings	<ul style="list-style-type: none"><li>• 1<sup>st</sup> meeting held on 08<sup>th</sup> October 2020</li><li>• 2<sup>nd</sup> meeting held on 19<sup>th</sup> November 2020</li><li>• 3<sup>rd</sup> meeting held on 12<sup>nd</sup> March 2021</li></ul>
3	To conduct a Academic and Administrative Audit	IQAC conducted Internal Academic Administrative Audit by internal committee members on 17 <sup>th</sup> March 2021, 18 <sup>th</sup> March 2021 and 19 <sup>th</sup> March 2021. Programs and Activities at the Department Level and Institutions as a whole were reviewed.
4	Planning to provide training to the faculty members on usage of online class	Faculty members were trained to conduct classes, invite students and provide materials & videos through Google Classroom.
5	Preparation and Submission of the AQAR 2019-2020	Data collected and submitted on time. The AQAR report was submitted to NAAC on 23 <sup>rd</sup> December 2020.
6	To conduct National Conference, Seminar and Workshops towards Research Enhancement	<ul style="list-style-type: none"><li>• Research and FDP cell in association with IQAC organized a National Level Webinar on "Writing a Good Research Proposal and an Elegant Research Paper" on 24<sup>th</sup> January 2021.</li><li>• Two days state level FDP Program on "Are we prepared?" and "New approaches to teaching and learning" conducted on 27<sup>th</sup> and 28<sup>th</sup> January 2021.</li><li>• Two days hands on training program on SPSS conducted on 6<sup>th</sup> November 2020.</li><li>• National Level Webinar on "Open access resources for effective teaching, learning and research" conducted on 1<sup>st</sup> June 2020.</li><li>• Two days FDP on research methods and skills for writing papers on 31<sup>st</sup> January 2020 and 1<sup>st</sup> February 2020.</li><li>• Two days FDP on "ICT Tools on Teaching &amp; Learning" on 10<sup>th</sup> and 11<sup>th</sup> September 2020.</li></ul>
7	Seminar on library usage	One week information literacy program was conducted on 22 <sup>nd</sup> Feb 2020.



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8	Hands on Training for Non-teaching staffs.	Two days Hands on Training program on "Excel Automation Techniques" was conducted on 20 <sup>th</sup> and 21 <sup>st</sup> August 2020.
9	Preparation of academic calendar	Academic calendar has been prepared by IQAC.
10	Placement cell activities improvement	<ul style="list-style-type: none"><li>• Placement cell organized more training programs for the students and in addition conducted Mock Interview as well.</li><li>• Mega job fair was conducted where 213 students were recruited and 94 students were placed through campus interview</li></ul>
11	MOUs Signed	<ul style="list-style-type: none"><li>• MOU with "Young India" on "Technology enabled, sustainable Women Society" on 12<sup>th</sup> February, 2021.</li><li>• Collaborated with "AUROLAB" Madurai on 16<sup>th</sup> March, 2021.</li><li>• In order to Enrich the ideas and Knowledge of Faculty Members FDP Programs has been conducted by ICT ACT &amp; Online learning Skills has been conducted for the Students. MOU was signed on 3.4.2021</li></ul>
12	Examination reforms	Seminar organized for all the Staff Members on Question Papers Setting as per Bloom's taxonomy.
13	Online courses (CECRI)	Department OF Chemistry conducted 4 online courses for the Students. Details of Courses are below: <ul style="list-style-type: none"><li>• Electrochemical power sources: Lead Acid battery – its care and maintenances.</li><li>• Paints and Coating for corrosion protection.</li><li>• Photolithography based micro fabrication of sensors.</li><li>• Civil Construction practices (In carpentry, plumbing and waste water treatment (STP and RO plant operation)).</li></ul>
14	Collaborative activities with other institutions	<ul style="list-style-type: none"><li>• Department of Tamil in Collaboration with Bodhi International Journal conducted International Online Seminar on "Selected 9 Novels of Malaysia –From years 2015-2019. A Review" on 13rd Dec 2020.</li><li>• International Online Conference on "Emerging Trends in Economics, Commerce and</li></ul>



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		Management" in Collaboration with Department of Business Intelligence, B.K School of Professional & Management studies, Gujarat University, & Department of Economics and Centre for Research in Economics, The Madura College.
15	New programs	New Courses like B.Sc Chemistry and M.A.(Tamil) has been Established.
16	To Improve the Quality of the Faculty	17 Faculties are Pursuing Ph.D
17	To Motivate the Faculty to Organise Seminars, publish books and research papers.(Scopus and UGC Care List Journal)	UGC Care List Journal Papers Published are totally 24. Book publication by Ms.G.Jenifer – “Fundamentals of Physics” -1(ISBN : 978-935457-780-2)
18	Online admission	Implementation of Online Admission process for both UG and PG level.
19	To develop an awareness about entrepreneurship skills among the students	<ul style="list-style-type: none"><li>• In association with YUVA organized Webinar on “Women Entrepreneurship”- 92 students participated.</li><li>• Entrepreneurship Online Program was conducted in association with Ministry of Science and Technology – New Delhi.</li><li>• MOU on “Technology enabled, Sustainable Women Society” has been signed with YI.</li><li>• MOU regarding Entrepreneurship has been signed with ICT Academy.</li></ul>
20.	The alumni association is planning to register more than 832 Alumni and get them involved for Contribution in the Academic and Infrastructural Development of the College	Contribution made by Alumni in the year 2020-2021- Audio devices and Water Purifier has been donated.


  
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