



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.

Internal Quality Assurance Cell (IQAC)

2021-2022



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.

17.08.2021


CIRCULAR

Warm Greetings

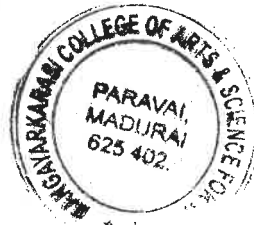
It is proposed to convene the first IQAC meeting on 19.08.2021 at 11:30AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Discussion on academic calendar
- IQAC year plan
- Formulation of Department annual plan
- Appointment of new faculty members
- Admission procedures
- Student orientation programme
- Conduct of Bridge course for first years
- Finalizing certificate and diploma courses
- Quality enhancement in teaching learning process
- Planning extension activities
- Plan for NAAC seminar
- Mentoring activities
- Updation of college website


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


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



PRINCIPAL

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




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



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IQAC MEETING - 1

It is proposed to convene the first IQAC meeting on 19.08.2021 at 11:30AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Discussion on academic calendar
- IQAC year plan
- Formulation of Department annual plan
- Appointment of new faculty members
- Admission procedures
- Student orientation programme
- Conduct of Bridge course for first years
- Finalizing certificate and diploma courses
- Quality enhancement in teaching learning process
- Planning extension activities
- Plan for NAAC seminar
- Mentoring activities
- Updation of college website

MINUTES OF MEETING


The meeting started with a silent prayer and the IQAC Coordinator Mrs. R. Veeramani welcomed the members present. The points discussed are given below:

Item no. 1: It was decided to design an academic calendar for the academic year 2021-2022.

Item no. 2: IQAC resolved to draft an annual plan for the current year.

Item no. 3: Annual plan for the departments was also initiated by the HOD.




Principal
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- Item no. 4:** There was a discussion for the appointment of new faculty members.
- Item no. 5:** Admission procedures were discussed in detail by the IQAC team with the Deans and HODs.
- Item no. 6:** There was a plan to conduct orientation programme for the first year students.
- Item no. 7:** IQAC insisted the HODs to conduct bridge courses for the first years.
- Item no. 8:** The college website was to be updated on a regular basis.
- Item no. 9:** Certificate and diploma courses were finalized for the students.
- Item no. 10:** Plans were made to carry out extension activities.
- Item no. 11:** There was a discussion on Mentor-Mentee meet to be held.
- Item no. 12:** IQAC motivated the staff to enhance quality initiatives for teaching learning process.
- Item no. 13:** A Seminar with NAAC support was proposed by IQAC.

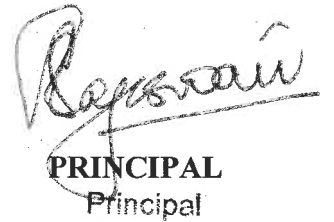


IQAC COORDINATOR

Co-Ordinator

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





PRINCIPAL
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MEMBERS LIST

SL. No	Name	Designation	Representation from
1.	Mr. A. Shakti Pranesh	Vice-Chairman & Director	Management
2.	Dr. S. Rajeswari	Principal	Head of the institution/Chair Person
3.	Ms. K. Chendur Priyadharsini	Dean of Academics	Member
4.	Dr. S. Suganthi	Dean of Arts	Member
5.	Ms. R.C. Shantha Kumari	Head/ BBA	Member
6.	Ms. K. Logasutha	Head/ Maths	Member
7.	Ms. D. Sudha	Head/Physics	Member
8.	Dr. V. Jayapoornima	Head/ Tamil	Member
9.	Ms. S. Vijaya	Administrative officer	Administrative office
10.	Mr.Arumugam Gurunathan	Director, Dhan Academy	Local Society/ Trust
11.	Dr. N. Vijayanand	IQAC Coordinator, Assistant professor in Botany, Arumugam Pillai seethai Ammal College, Tirupattur	External Academician
12.	Mr.S.Rajagopalan	General Manager, Bharath Rubber(India) Limited	Industrialist
13.	Ms. Rakshana	III B.Com	Student
14.	Ms.Namira Nasar	Director, YalaHabibi Holiday	Alumni
15.	Dr. R.Veeramani	Head, Department of Commerce with Computer Applications	IQAC Coordinator
16.	Dr. C. Jestina Jeyakumari	Head, Department of Commerce	Convener

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell

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



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Principal

Mangayarkarasi College of Arts & Science For Women
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MINUTES OF MEETING

Date: **19.08.2022**

Time: 11.30 am

Venue: Seminar Hall

Academic Year: 2021-2022

The following members were present.

SL. No	Name	Designation	Signature
1.	Mr. A. Shakti Pranesh	Vice-Chairman & Director	
2.	Dr. S. Rajeswari	Principal	
3.	Ms. K. Chendur Priyadharsini	Dean of Academics	
4.	Dr. S. Suganthi	Dean of Arts	
5.	Ms. R.C. Shantha Kumari	Teachers Representative	
6.	Ms. K. Logasutha		
7.	Ms. D. Sudha		
8.	Dr. V. Jayapoornima		
9.	Ms. S. Vijaya	Administrative officer	
10.	Mr. Arumugam Gurunathan, Director, Dhan Academy	Society Representative	
11.	Dr. N. Vijayanand, Assistant professor in Botany, Arumugam Pillai seethai Ammal College, Tirupattur	External Academician	
12.	Mr. S. Rajagopalan, General Manager, Bharath Rubber (India) Limited	Industrialist	
13.	Ms. Rakshana	Student Representative	
14.	Ms. Namira Nasar	Director, YalaHabibi Holiday	
15.	Dr. R. Veeramani	Head, Department of Commerce with Computer Applications	
16.	Dr. C. Jestina Jayakumari	Head, Department of Commerce	

IQAC Coordinator

Principal

Co-Ordinator
Internal Quality Assurance Cell
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Paravai, Madurai - 625 402.



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18.11.2021


CIRCULAR

Warm Greetings

It is proposed to convene the second IQAC meeting on 22.11.2021 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Confirmation of the minutes of previous meeting
- Plan for Parent Teacher Meeting
- Financial support to faculty members for attending workshops, conferences and seminars
- Applying of UBA grants
- Silver jubilee celebration of the college
- Academic administrative audit
- MOUs and Collaboration activities
- Career guidance and Placement cell activities
- Arranging workshops on research, IPR and EDC
- Internship for students


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Internal Quality Assurance Cell
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3. IQAC File



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IQAC MEETING - 2

It is proposed to convene the second IQAC meeting on 22.11.2021 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Confirmation of the minutes of previous meeting
- Plan for Parent Teacher Meeting
- Financial support to faculty members for attending workshops, conferences and seminars
- Applying of UBA grants
- Silver jubilee celebration of the college
- Academic administrative audit
- MOUs and Collaboration activities
- Career guidance and Placement cell activities
- Arranging workshops on research, IPR and EDC
- Internship for students

MINUTES OF MEETING

The meeting started with a silent prayer and the IQAC Coordinator Mrs. R. Veeramani welcomed the members present. The points discussed are given below:

Item no.1: It was decided to arrange a Parent Teacher meet to discuss the progress of the students.

Item no.2: IQAC recommended to give financial aid to the faculty members for attending workshops, conferences and membership fee of professional bodies.


Item no.3: IQAC initiated to apply for UBA grants in the year 2021-2022.

Item no.4: There was a discussion on the silver jubilee celebrations of the college.

Item no.5: The Principal instructed to conduct administrative audit for the current academic year.

Item no.6: Memorandum of understanding and Collaboration activities were encouraged to be signed more by all departments.




Principal
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Item no.7: More activities pertaining to career guidance and placement cell were to be conducted for the current semester.

Item no.8: More workshops on research, IPR and EDC were to be conducted.

Item no.9: IQAC insisted on sending students for internship training to various industries.

ACTION TAKEN

- Academic calendar was prepared by IQAC with a complete schedule of classes, internal evaluation schedule, co-curricular activities and tentative examination schedule etc.
- IQAC drafted an annual plan to monitor and check the ongoing progress of the college. The annual plan included FDPs, Seminars, Conferences and collaborative activities organized by IQAC.
- The department annual plan was scheduled by each departments with a list of planned events and outline actions for the year 2021-2022.
- Staff recruitment process was carried out by collecting and reviewing resumes, conducting interviews and finally selecting and onboarding the eligible candidates by the interview board.
- Students were admitted through offline and online mode under the norms fixed by the college.
- Orientation programme was conducted in the beginning of the year and students were briefed with various department activities and facilities of the college.
- Each department conducted bridge courses for their major subjects and also for communicative English to bridge the gap between the subjects studied at school level and the subjects they would be studying in graduation.
- The college website was updated on a regular basis by the system admin from the computer science department.
- Diploma courses and certificate courses were conducted to boost their efficiency and improve their professional credibility.



Anuska
Principal
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- Extension and outreach activities were carried out by NSS, YRC, RRC and CCC in more than 10 places to help, uplift and support those who are deprived of certain services and needs.
- Mentor-Mentee meeting for the current semester was scheduled regularly to help the young students in their transitory phases and challenging academic times.
- Faculty members supported their classes by using ICT as a teaching tool to conduct E-Quizzes, PPT presentations and virtual classrooms.
- IQAC organized a one day seminar on "Revised assessment and accreditation framework of NAAC: related to proper documentation" on 22.10.2021 with IQAC Coordinators of ANJA college, Sivakasi.

IQAC COORDINATOR

Co-Ordinator

Internal Quality Assurance Cell
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PRINCIPAL

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16.	Dr. C. Jestina Jeyakumari	Head, Department of Commerce	Convener

IQAC Coordinator

Co-Ordinator

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Paravai, Madurai - 625 402.



Rajeswari
Principal

Principal

Mangayarkarasi College of
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Dr. R. Veeramani
Principal
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MINUTES OF MEETING

Date: 22.11.2021

Time: 11.30 am

Venue: Seminar Hall

Academic Year: 2021-2022

The following members were present.

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3.	Ms. K. Chendur Priyadharsini	Dean of Academics	
4.	Dr. S. Suganthi	Dean of Arts	
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IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell

Mangayarkarasi College of

Arts & Science For Women

Paravai, Madurai - 625 402.

Principal

Mangayarkarasi College of

Arts & Science For Women

Paravai, Madurai-625 402.

Principal

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17.02.2022

CIRCULAR

Warm Greetings

It is proposed to convene the third IQAC meeting on 21.02.2022 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

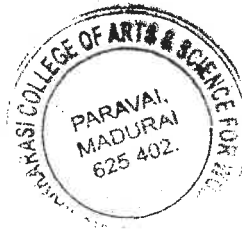
- Result analysis
- Feedback from stakeholders
- Suggestions and feedback from students
- Conduct of FDPs
- Self-appraisal of staff members
- Finalization of SSR preparation team
- Counselling cell and Career guidance cell
- Sanction of UBA grants

IQAC COORDINATOR

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

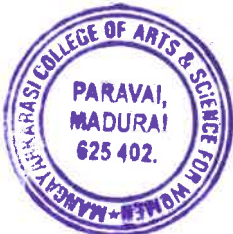
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3. IQAC File



PRINCIPAL

Principal
Mangayarkarasi College of
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Principal
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IQAC MEETING - 3

It is proposed to convene the third IQAC meeting on 21.02.22 at 11:30 AM in Seminar Hall. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Result analysis
- Feedback from stakeholders
- Suggestions and feedback from students
- Conduct of FDPs
- Self-appraisal of staff members
- Finalization of SSR preparation team
- Counselling cell and Career guidance cell
- Sanction of UBA grants

MINUTES OF MEETING

The meeting started with a silent prayer and the IQAC Coordinator Mrs. R. Veeramani welcomed the members present. The points discussed are given below:

Item no. 1: The result analysis for the previous semester was to be carried out by the subject in-charges.

Item no. 2: The feedback from the stakeholders was to be obtained.

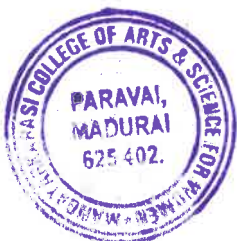
Item no. 3: More number of faculty development programmes was to be conducted.


Item no.4: IQAC members shared the news about the sanction of UNNAT BHARAT ABHIYAN grants.

Item no. 5: The Deans suggested to monitor staff activities for self-appraisal.

Item no. 6: IQAC members recommended to prepare a staff list for SSR.

Item no. 7: The Principal emphasized on strengthening counseling cell activities.




Principal
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Item no. 8: Suggestions and feedback from students were to be collected.

ACTION TAKEN

- A Parent-Teacher meeting for the year 2021-22 was conducted on a regular basis to discuss the student's progress and find solutions to academic and behavioral problems.
- The college provided financial assistance to the faculty members to attend workshops, conferences and seminars for the year 2021-22.
- UBA coordinator applied for the grants from the government under UNNAT BHARAT ABHIYAN scheme to work with the people of rural villages in identifying developmental challenges and evolving appropriate solutions for accelerating sustainable growth.
- The silver Jubilee was commemorated with a lot of celebrations throughout the year 2021-22 such as Nakshatra intercollege meet, Nakshatra intracollege meet, New Year celebrations, Sales bazaar and college day celebrations.
- Academic audit was done by IQAC in all the departments and Administrative audit was also completed by an external agency.
- MOUs were signed by all departments to share practices, to guide academic and research activities and collaborative activities were conducted to improve learning and teaching outcomes among the students
- Through career guidance and placement cell, workshops and seminars were organised and placement drive was conducted to give more opportunities to our students. A lot of students more placed in reputed companies.
- 11 workshops were conducted on research, IPR and EDC to kindle scientific temper and to promote the spirit of entrepreneurship among students.
- Students from various departments did internship training in many industries to gain essential knowledge and to master technical skills in their respective fields.
- The subject in-charges analyzed the result summary for the semester exams and submitted the report to the controller of examinations.
- It was decided to get the feedback from the stakeholders at the end of the semester.
- Faculty development programmes were conducted to make the staff professionally equipped with skills and knowledge that are essential for inculcating right values in students.




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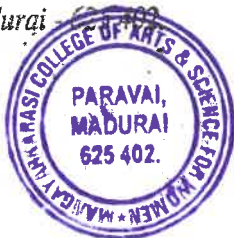
- UBA coordinator Dr.C.Jestina Jeyakumari had applied for the grants from the Central Government and successfully received 50,000 for the upliftment of the adopted villages.
- Spreadsheets were provided to the staff members to update daily class activities and other responsibilities.
- A list of staff were recommended for the preparation of SSR and the list was finalized.
- Through counseling cell, students were given counseling to strengthen self-esteem and promote behavioral change and optimal mental health.
- Feedback from the students was obtained for continuous review, development and implementation of policies and practices in curriculum and academics.

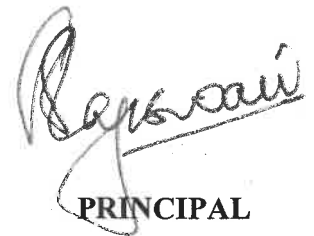


IQAC COORDINATOR

Co-Ordinator

Internal Quality Assurance Cell
Mangayarkarasi College of
Arts & Science For Women,
Paravai, Madurai





PRINCIPAL

Principal

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IQAC Coordinator

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Rajeswari
Principal

Arumugam
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MINUTES OF MEETING

Date: 21.02.2022

Time: 11.30 am

Venue: Seminar Hall

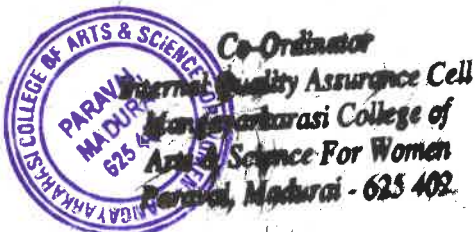
Academic Year: 2021-2022

The following members were present.

SL. No	Name	Designation	Signature
1.	Mr. A. Shakti Pranesh	Vice-Chairman & Director	
2.	Dr. S. Rajeswari	Principal	
3.	Ms. K. Chendur Priyadharsini	Dean of Academics	
4.	Dr. S. Suganthi	Dean of Arts	
5.	Ms. R.C. Shantha Kumari	Teachers Representative	
6.	Ms. K. Logasutha		
7.	Ms. D. Sudha		
8.	Dr. V. Jayapoornima		
9.	Ms. S. Vijaya	Administrative officer	
10.	Mr. Arumugam Gurunathan, Director, Dhan Academy	Society Representative	
11.	Dr. N. Vijayanand, Assistant professor in Botany, Arumugam Pillai seethai Ammal College, Tirupattur	External Academician	
12.	Mr. S. Rajagopalan, General Manager, Bharath Rubber (India) Limited	Industrialist	
13.	Ms. Rakshana	Student Representative	
14.	Ms. Namira Nasar	Director, Yala Habibi Holiday	
15.	Dr. R. Veeramani	Head, Department of Commerce with Computer Applications	
16.	Dr. C. Jestina Jayakumari	Head, Department of Commerce	

IQAC Coordinator

Principal



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

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