



Mangayarkarasi College of Arts and Science for Women

Affiliated to Madurai Kamaraj University | Accredited with 'A' Grade by NAAC

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

Paravai, Madurai-625402

Internal Quality Assurance Cell (IQAC)

2024-2025



Mangayarkarasi College of Arts and Science for Women
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Circular

Date: 07.06.2024

Ref. No.: MCW/IQAC/2024-25/01

It is hereby informed that the Internal Quality Assurance Cell (IQAC) of Mangayarkarasi College of Arts and Science for Women has been reconstituted for the Academic Year 2024-2025. The composition of the IQAC is as follows:

SL. No	Name	Designation	Category
1.	Dr. Uma Baskar	Principal	Head of the Institution / Chairperson
2.	Mr. A. Shakti Pranesh	Vice-Chairman	Management Representative
3.	Ms. K. Chendur Priyadharsini	Dean of Academics	Teaching Faculty
4.	Dr.S.Suganthi	Dean of Arts	Teaching Faculty
5.	Ms. R.C. Shantha Kumari	Head & Professor, Department of Business Administration	Teaching Faculty
6.	Ms. D. Sudha	Head & Professor, Department of Physics	Teaching Faculty
7.	Ms. K. Logasutha	Head & Professor, Department of Mathematics	Teaching Faculty
8.	Dr. V. Jayapoomima	Head & Professor, Department of Tamil	Teaching Faculty
9.	Ms. S. Vijaya	Administrative officer	Administrative officer
10.	Dr. P. Shanmugavadivu	Professor, Dept. of Computer Science and Applications, The Gandhigram Rural Institute, Dindigul.	Academic Expert
11.	Mr. S. Rajagopalan	General Manager, Bharath Rubber (India) Limited, Madurai	Industrial Expert
12.	Arumugam Gurunathan, Director, Dhan Academy	Director, Dhan Academy	Nominee from Local Society
13.	Ms.M.Arut Selvi	Student Chairman	Student Representative
14.	Ms. S. Rakshana	Digital Marketing Executive, Shipping Chimp Inc., Canada.	Alumni Representative
15.	Dr. C. Jestina Jeyakumari	Head & Professor, Department of Commerce	IQAC Coordinator

All members are requested to extend their full cooperation and actively participate in the meetings, quality initiatives, and documentation processes undertaken by IQAC during the academic year.



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17.06.2024

CIRCULAR

The first Internal Quality Assurance Cell meeting for the academic year 2024-2025 is planned on 19.06.2024 at 04.00 pm in the Seminar Hall. All the IQAC members are hereby informed to attend the meeting without fail.

AGENDA

- Review and Approval of Previous meeting
- Department wise Academic Planner
- Student Induction Programme
- Faculty Induction Programme
- Timetable and Workload
- SSR Submission
- Mangai Student Council Elections
- Faculty Development Programme
- Plan for Industrial Visits
- Preparation for NAAC peer Team Visit

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell

Mangayarkarasi College of

Arts & Science For Women

Paravai, Madurai - 625 402.

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

Principal

Principal

**Mangayarkarasi College of
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MINUTES OF MEETING

DATE: 19.06.2024

TIME: 04.00 pm

Venue: Seminar Hall

Item 1: Review and Approval of Previous meeting

The minutes of the previous meeting held on 06.02.2024 were presented for review. Members confirmed the accuracy and approved the minutes without modifications.

Item 2: Department wise Academic Planner

The Principal instructed all the HODs to prepare an Academic Calendar detailing the activities planned for the upcoming semester highlighting Academic and Co-Curricular activities, Research Initiatives, Assessment Schedules and Innovative Practices.

Item 3: Student Induction Programme

The IQAC coordinator proposed to organise Student Induction Programme for the incoming batch of students. The focus was on creating a comprehensive program in line with UGC guidelines to ensure seamless adaptation of students to the institution's environment.

Item 4: Faculty Induction Programme

The Principal initiated the critical importance of a structured Faculty Induction Programme to familiarize new faculty with institutional values, pedagogical skills and knowledge of outcome-based education and to promote an understanding of professional ethics and student mentorship.

Item 5: Timetable and Workload

The Principal initiated the discussion on the preparation and finalization of the timetable and workload allocation for the upcoming semester ensuring equitable workload distribution among faculty, optimizing the timetable to maximize learning outcomes, aligning faculty schedules with institutional requirements and available resources.



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Item 6: SSR Submission

The IQAC Coordinator thanked all members for their collective effort in ensuring the timely and accurate submission of the SSR to NAAC. She also acknowledged the hard work and cooperation of the Criteria-wise teams and emphasized the importance of preparing for the next stages of the accreditation process, including the **DVV** and **Peer Team visit**.

Item 7: Mangai Student Council Elections

The Principal announced the conduct of **Mangai Student Council Elections** as an important student engagement activity. The student council plays a crucial role in representing the student body and organizing co-curricular and extracurricular activities.

Item 8: Faculty Development Programme

The IQAC Coordinator outlined the importance of faculty development to address new pedagogical approaches, ICT integration, and research methodologies. and threw focus on aligning the FDP themes with NAAC's quality benchmarks and institutional strategic goals.

Item 9: Plan for Industrial Visits

The Principal emphasized the need for industrial visits to provide hands-on exposure to industry practices, enhance understanding of practical applications of classroom learning and foster interactions with industry professionals to inspire career choices.

Item 10: Preparation for NAAC peer Team Visit

The IQAC Coordinator reiterated the importance of meticulous planning and teamwork for a successful NAAC visit and highlighted the alignment of SSR data with actual campus records and practices. She also proposed a mock visit to replicate the NAAC team's itinerary, including file verification, presentations, and stakeholder interactions.



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MINUTES OF MEETING

Date: 19.06.2024

Time: 04.00 PM

Venue: Seminar Hall

Academic Year: 2024-2025

The following members were present.

SL. No	Name	Designation	Signature
1.	Dr. Uma Baskar	Principal	
2.	Mr. A. Shakti Pranesh	Vice-Chairman	
3.	Ms. K. Chendur Priyadharsini	Dean of Academics	
4.	Dr.S.Suganthi	Dean of Arts	
5.	Ms. R.C. Shantha Kumari	Head & Professor, Department of Business Administration	
6.	Ms. D. Sudha	Head & Professor, Department of Physics	
7.	Ms. K. Logasutha	Head & Professor, Department of Mathematics	
8.	Dr. V. Jayapoornima	Head & Professor, Department of Tamil	
9.	Ms. S. Vijaya	Administrative officer	
10.	Dr. P. Shanmugavadivu	Professor, Dept. of Computer Science and Applications, The Gandhigram Rural Institute, Dindigul.	
11.	Mr. S. Rajagopalan	General Manager, Bharath Rubber (India) Limited, Madurai	
12.	Arumugam Gurunathan, Director, Dhan Academy	Director, Dhan Academy	
13.	Ms.M.Arut Selvi	Student Chairman	
14.	Ms. S. Rakshana	Digital Marketing Executive, Shipping Chimp Inc., Canada.	
15.	Dr. C. Jestina Jeyakumari	Head & Professor, Department of Commerce	