



**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**

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**Internal Quality Assurance Cell (IQAC)**

**2025-2026**



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Circular

Date: 10.06.2025

Ref. No.: MCW/IQAC/2025-26/01

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 2025-2026. 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.	Ms. R.C. Shantha Kumari	Head & Professor, Department of Business Administration	Teaching Faculty
5.	Ms. D. Sudha	Head & Professor, Department of Physics	Teaching Faculty
6.	Ms. K. Logasutha	Head & Professor, Department of Mathematics	Teaching Faculty
7.	Dr. V. Jayapoornima	Head & Professor, Department of Tamil	Teaching Faculty
8.	Dr. R. Kala Ranjani	Head & Professor, Department of Commerce(CA)	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. K.Priyadharshini	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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16.11.2025

**CIRCULAR**

The Second Internal Quality Assurance Cell meeting for the academic year 2025-2026 is planned on 25.11.2025 at 04.00 pm in the IQAC Room. All the IQAC members are hereby informed to attend the meeting without fail.

**AGENDA**

- AQAR Preparation for 23-24/24-25 to be prepared
- Internal Academic Audit
- IQAC review monthly once
- Department wise monthly Newsletter to be submitted to IQAC
- New MoUs do be signed with industries and Institutions
- ABC ID to be created
- For First year's Digital literacy program to be conducted- for the departments of Tam, Eng, His, BBA, Che, FT,
- To enhance teaching methodology using Mooc
- To check all Projectors
- To explain how to complete attendance in ERP

**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 the HODs, Deans, IQAC Members
3. IQAC File

**Principal**

*16/11/25*

**Mangayarkarasi College of  
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**MINUTES OF MEETING**

DATE: 25.11.2025

TIME: 04.00 pm

Venue: IQAC Room

**Item 1: AQAR Preparation for 23-24/24-25 to be prepared**

Preparation of AQAR reports for the academic years 2023–24 and 2024–25 will begin with assigned responsibilities.

**Item 2: Internal Academic Audit**

An internal academic audit will be scheduled to assess compliance with academic standards and identify areas for improvement.

**Item 3: IQAC review monthly once**

IQAC's activities will undergo monthly reviews to track progress and maintain accountability across all initiatives.

**Item 4: Department wise monthly Newsletter to be submitted to IQAC**

Each department is expected to submit a monthly newsletter to IQAC, highlighting achievements and updates.

**Item 5: New MoUs do be signed with industries and Institutions**

Efforts will be made to sign new MoUs with industry partners and academic institutions to enhance collaboration.

**Item 6: ABC ID to be created**

ABC (Academic Bank of Credits) IDs will be created for students to facilitate credit transfers and academic flexibility.

**Item 7: Digital literacy program to be conducted**

Digital literacy programmes will be conducted for first-year students across multiple departments—Tamil, English, History, BBA, Chemistry, and Food Technology.



**Item 8: To enhance teaching methodology using Mooc**

MOOCs will be integrated into teaching methods to enrich curriculum delivery and support lifelong learning.

**Item 9: To check all Projectors**

A full check of all projectors will be carried out to ensure operational multimedia resources across classrooms.

**Item 10: To explain how to complete attendance in ERP**

Faculty will receive training on completing attendance using the ERP system to improve data accuracy and efficiency.



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**MINUTES OF MEETING**

Date: 25.11.2025

Time: 03.00 PM

Venue: IQAC Room

Academic Year: 2025-2026

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.	Ms. R.C. Shantha Kumari	Head & Professor, Department of Business Administration	
5.	Ms. D. Sudha	Head & Professor, Department of Physics	
6.	Ms. K. Logasutha	Head & Professor, Department of Mathematics	
7.	Dr. V. Jayapoornima	Head & Professor, Department of Tamil	
8.	Dr. R. Kala Ranjani	Head & Professor, Department of Commerce(CA)	
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. K. Priyadharshini	Student Chairman	
14.	Ms. S. Rakshana	Digital Marketing Executive, Shipping Chimp Inc., Canada.	
15.	Dr. C. Jestina Jeyakumari	Head & Professor, Department of Commerce	



17.07.2025

**CIRCULAR**

The first Internal Quality Assurance Cell meeting for the academic year 2025-2026 is planned on 21.07.2025 at 03.00 pm in the IQAC Room. All the IQAC members are hereby informed to attend the meeting without fail.

**AGENDA**

- Review and Approval of Previous meeting
- Department wise Event report In-charges to send reports to IQAC
- One week FDP for faculty planned after college hours to be planned
- Programme for First years
- NAAC Seminar application uploading within 2 days
- ICT in association with IQAC - FDP to be Conducted
- Academic planner for IQAC to be prepared
- IQAC meetings be the planned each month
- IQAC Composition meeting
- Alumni cell to be strengthened
- Conduct Alumni meetings

  
**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 the HODs, Deans, IQAC Members
3. IQAC File

  
17/7/25  
**Principal**

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



## MINUTES OF MEETING

DATE: 21.07.2025

TIME: 03.00 pm

Venue: IQAC Room

### **Item 1: Review and Approval of Previous meeting**

The minutes of the previous meeting held on 05.03.2025 were presented for review. Members confirmed the accuracy and approved the minutes without modifications.

### **Item 2: Department wise Event report In-charges to send reports to IQAC**

Departments must submit concise and One week FDP for faculty planned after college hours to be planned

### **Item 3: One week FDP for faculty planned after college hours to be planned**

A one-week Faculty Development Programme (FDP) will be organized after college hours to enhance teaching skills and methodologies.

### **Item 4: Programme for First years**

A comprehensive orientation and support programme for first-year students will be developed to facilitate their academic adjustment and social integration.

### **Item 5: NAAC Seminar application uploading within 2 days**

The NAAC seminar application must be uploaded within two days to meet accreditation timelines.

### **Item 6: ICT in association with IQAC - FDP to be Conducted**

IQAC, in collaboration with the ICT department, will conduct an FDP focusing on digital competencies and instructional tools.

### **Item 7: Academic planner for IQAC to be prepared**

An academic planner dedicated to IQAC's initiatives and schedules will be created for streamlined coordination.



**Item 8: IQAC meetings be the planned each month**

IQAC meetings will be organized monthly to ensure continuous monitoring and timely action on agenda items.

**Item 9: IQAC Composition meeting**

The composition of IQAC will be reviewed and, if necessary, revised to include relevant stakeholders for effective functioning.

**Item 10: Alumni cell to be strengthened**

Strategies will be proposed to strengthen the alumni cell and boost alumni engagement in institutional activities.

**Item 11: Conduct Alumni meetings**

Alumni meetings and a specific get-together for the 2025–26 alumni batch will be conducted to foster community ties.



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