

OUR LADY COLLEGE OF EDUCATION

Our Lady Nagar, Maduravoyal, Chennai-600 095

NAAC DVV

Criteria – 6

6.5.4 IQAC Activity Minutes

2018 - 2019



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(A Christian Minority Institution)

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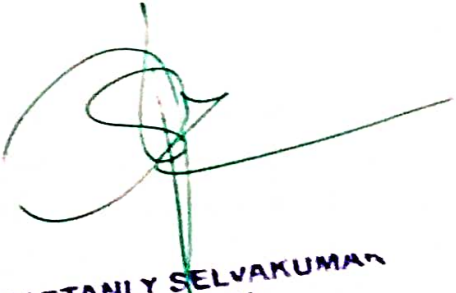
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Our Lady Nagar, Maduravoyal, Chennai - 600 095. Phone. 044-2378 0899

INTERNAL QUALITY ASSURANCE CELL

Minutes of the IQAC Meetings
2018-2019




Dr. Y. STANLY SELVAKUMAR
PRINCIPAL
Our Lady College of Education
Our Lady Nagar
Maduravoyal, Chennai-45



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MINUTES OF THE MEETING OF IQAC HELD ON 8-7-18

Agenda:

1. Student Induction Programme
2. Activities of IQAC for the new academic year
3. Implement of innovation activities
4. Induction for faculties and counselors
5. Organizing conference on education department
6. Approving funds (IQAC) for workshops, seminar, FDP activities
7. Provide money to researchers


Members present:

1. Dr.Telluri arunakumari
2. Mr.K.sivakumar
3. Mr.Muthayla dhanunjaya
4. Mr.Ravi
5. Mr.Mohan s
6. Mr.Mari D
7. Mr.Perumal C
8. Mr.Venkatesan J
9. Ms Chitra
10. Mrs Shanmugapriya

Action taken Report:

1. Faculty orientation programme was conducted beginning from 1 st June 2018. Mr.Kandachami, Mr.Sivakumar were the resource person on the theme "Hurdles and prospects of effective education." It was evaluated that programmed could be extended and could be conducted in the last week of may




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every year before commencing the new academic year.

2. Orientation program for the third and the fifth semester undergraduate and the 3rd of post graduate students was organized by IQAC on 10 the july 2018.

3. IQAC recommended to the research council and management to increase seed money to researches in the college

4. A committed under the IQAC coordinator was constituted for the implementation of Academic and Administrative auditing in the college.

Resolutions

1. It was decided to do the needful like feed backing and monitoring so the quality and performance at various levels are enhanced.
2. Decided to conduct gender audit, Green audit, and energy audit.
3. It was decided to organize a conference or lecture on education.
4. It was decided to organize a training programme for the mentor and involved in personal counseling of students.

G. Kalaiichelvi
IQAC Coordinator




Dr. Y. STANLY SELVAKUMAR
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MINUTES OF THE MEETING OF IQAC HELD ON 15-9-18

Agenda:

1. Publishing of News letter
2. Inducting student IQAC representatives
3. Workshop of mentoring
4. Perform annual colloquium in the academic year
5. Regular documentation and preparing AQAR
6. Any other relevant matter

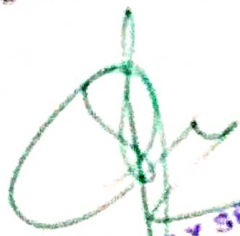
Members present:

1. Mr.K.sivakumar
2. Mr.Ravi
3. Mr.Mohun s
4. Mr.Mari D
5. Mr.Perumal C
6. Ms Chitra
7. Mrs Shanmugapriya

Action taken Report:

1. Students induction programmed was organized for the fresher's from 2nd sep commencing with orientation with Mr.sivakumar.
2. Women cell was entrusted with the task of carrying out Gender Audit in the Campus




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3. A committee was constituted to look in to the promotion procedures of the eligible faculty members.
Dr.Telluri arunakumari was appointed as the chairman of the committee.

Resolutions

1. It was decided to organized a colloquium under the IQAC in November 2018.
2. Decided to conduct gender audit, Green audit, and energy audit.
3. It was decided to organize a conference or lecture on education.
4. It was decided to organize a training programme for the mentor and involved in personal counseling of students.
5. It was decided to organize a workshop on mentoring for the faculty

G.kalaiichelvi
IQAC Cordinator




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MINUTES OF THE MEETING OF IQAC HELD ON 11-2-19

Agenda:

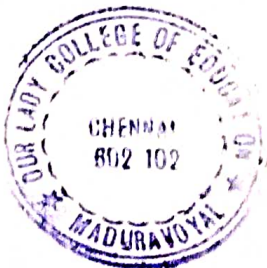
1. Supporting date documentation
2. Profile updation
3. Observation of green day
4. Faculty development programme in collaboration with university
5. Regular documentation and preparing AQAR
6. Any other relevant matter

Members present:

1. Mr.Perumal C
2. Mr.Ravi
3. Mr.Mohan s
4. Mr.Mari D
5. Ms Chitra
6. Mrs Shanmugapriya
7. Mr.Venkatesan J

Action taken Report:

1. Workshop on IPR were planned to organized in April 2019 for faculty and students
2. Workshop on social skills and crisis management was organized for students on 4 april 2019.




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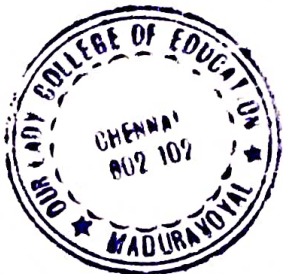
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3. An orientation entitled Healthy women an asset for the family was organized for the post graduate girl students.

Resolutions

1. It was decided to organize a colloquium under the IQAC in November 2018.
2. Decided to conduct gender audit, Green audit, and energy audit.
3. It was decided to introduce a post event documentation system to gather brochures, photos and report of events
4. It was decided to organize a training programme for the mentor and involved in personal counseling of students.
5. It was decided to take up measures to admit other state students
6. It was decided to release a newsletter of IQAC for the current.

G. Kalaiichelvi
IQAC Coordinator




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