

OUR LADY COLLEGE OF EDUCATION

Our Lady Nagar, Maduravoyal, Chennai-600 095

NAAC DVV

Criteria – 6

6.5.4 IQAC Activity Minutes

2021 - 2022



OUR LADY COLLEGE OF EDUCATION

(A Christian Minority Institution)

(Approved by NCTE (1) M.Ed. - F.No.SRC / NCTE / TN / APSO6241 / M.Ed. / 392nd / 2020 / 121887

(2) B.Ed. - F.No. SRC / NCTE / TN / APSO 3023 / B.Ed. / 392nd / 2020 / 121878

NAAC Accredited with "B" Grade (CGPA of 2.89)

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

INTERNAL QUALITY ASSURANCE CELL

Minutes of the IQAC Meetings
2021-2022

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 12-6-21

Agenda:

1. IQAC year plan for the new academic year
2. Student induction program for the freshers
3. Organizing events in the covid scenario
4. Awareness programme on code of conduct
5. Technical team for online learning and model training
6. Research programs inducted
7. Any other relevant matter

Members present:

1. Mrs.Anuradha
2. Mr.K.sivakumar
3. Dr.Telluri Aruna kumari
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
11. Mr.Rajendran v
12. Mrs.Hemalatha

Action taken Report:

Dr. Y. STANLY SELVAKUMAR
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1. Tentative annual plan for the IQAC activities for the academic year was finalized
2. Online learning platform was subscribed in the college, students and faculties were given provisions to enroll for the courses and obtain certificate.
3. Orientation program for the final year Post graduates students was organized.
4. Online course on module titled introduction to Module was designed and availed online through model for faculty.

Resolutions

1. IQAC recommended the management to go for ISO certification to ensure quality and benchmarking in the campus
2. It was decided to do the needful like feed backing and monitoring so the quality and performance at various levels are enhanced.
3. It was decided to organize a conference or lecture on education.
4. IQAC recommended to the college management to increase the no of smart class rooms in the college for effective learning and teaching process.
5. It was decided to organize the student induction programme for the freshers in online mode.

G.Kalaichelvi
IQAC Coordinator


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MINUTES OF THE MEETING OF IQAC HELD ON 10-9-21

Agenda:

1. Academic and administrative Audit
2. Green/Energy audit
3. Criteria coordinators functioning
4. Value added courses
5. Documentation and NAAC accreditation meeting
6. Evolving steps to systematic and regular document
7. Any other relevant matter

Members present:

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



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Action taken Report:

1. Feedback and survey on online classes was taken from students to take corrective measures
2. Mentor mentee program for the current year was initiated with circular
3. Meeting of criteria coordinators was conducted in preparation for NAAC Accreditation

Resolutions

1. Decided to conduct gender audit, Green audit, and energy audit.
2. It was decided to conduct parents feedback on performance of college
3. It was decided to organize faculty development program on intellectual property
4. it was decided to organize a FDP on mentor mentee system for the faculty by IQAC.

G. Kalaiichelur
IQAC Coordinator


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MINUTES OF THE MEETING OF IQAC HELD ON 10-01-22

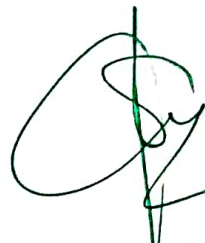
Agenda:

1. Documentation and advanced profile
2. MOU and collobration
3. Academic and Administrative audit
4. Workshop for teaching staff
5. FDP and IPR
6. Strategic plan review
7. Seed money to the faculty for research
8. Any other relevant matter

Members present:

1. Mr. Mr.Venkatesan J
2. Mrs.Hemalatha
3. Ms,Anuradha
4. Mr.K.sivakumar
5. Dr.Telluri Aruna kumari
6. Mr.Ravi
7. Mr.Mohan s
8. Ms Chitra
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Action taken Report:


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- 1.. The latest version of chronicle, college news letter was released in Dec 21
2. Exit survey was conducted from students passed in the last academic year and it was analyzed to take corrective and enhanceive measures
3. Green/Energy audit under the IQAC coordinator.
4. Feed back on faculty by the students was collected online in college portal and the analysis was availed in the principal
5. An administrative training programme was organized for the non teaching staff on Hands on experience in MS word and excel. On December 21.
6. Self appraisal reports of faculty were collected and submitted to the manager for his perusal.

Resolutions

1. Decided to conduct gender audit, Green audit, and energy audit.
2. It was decided to conduct survey among the employers and alumni for performance of college
- 3, The need for collaborations and MOUs with eminent institutions was discussed
4. It was decided to organize faculty enrichment workshops from IQAC for the faculty
5. it was decided to conduct an internal student satisfaction survey as a quality measure
6. It was decided to do the needful seed money to the faculty for taking up research staff

G. Kalaiichelvi
IQAC Coordinator


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