



V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

An Autonomous Institution Affiliated to Madurai Kamaraj University

(Belonging to Virudhunagar Hindu Nadars)

Re-accredited with 'A' Grade (3rd cycle) by NAAC

Virudhunagar-626 001

INTERNAL QUALITY ASSURANCE CELL



SPECIAL MEETING

Buckle up for NAAC

Special Address : Dr. Mary Magdalene Abraham

Associate Professor

The Research Centre of English

Fatima College (Autonomous)

Madurai.

Date : 19.05.2022

Time : 02.30 p.m.

Dr. R. Barani
IQAC Coordinator

Dr. S.M. Meena Rani
PRINCIPAL



From

Dr. R. Barani

Associate Professor of Computer Science & IQAC Coordinator

V.V.Vanniaperumal College for Women

Virudhunagar

To

The Secretary

V.V.Vanniaperumal College for Women

Virudhunagar

Through

The Principal

Respected Sir / Madam,

We wish to bring to your kind notice that the IQAC of our College proposes to organize a Special Meeting on **Buckle up for NAAC** for the Teaching Faculty of our college on 19.05.2022. Dr. Mary Magdalene Abraham, Associate Professor, The Research Center of English, Fathima College (Autonomous), Madurai has consented to address our faculty members. We request you to grant us permission to organize the above programme.

Thanking you,

Virudhunagar

13.05.2022

forwarded
SIB
13.5.22

Yours sincerely

R. Barani

13/5



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Virudhunagar - 626 001



INTERNAL QUALITY ASSURANCE CELL



Date: 16.05.2022

CIRCULAR

The Internal Quality Assurance Cell of our college organizes a Special Meeting on **Buckle up for NAAC** for the Teaching Faculty of our college on 19.05.2022 at 02.00 p.m in Jegathambal - Rajendran Meeting Hall (Administrative Block).

Resource Person : Dr. Mary Magdalene Abraham
Associate Professor
The Research Centre of English
Fatima College (Autonomous)
Madurai.

The Faculty Members in the attached list are asked to attend the meet without fail.

Sabinus R.
K. Malaiyil
Organizer

R. Anand
IQAC Coordinator

S. M. Kumar Ravi
PRINCIPAL

Encl: List of Faculty Members



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INTERNAL QUALITY ASSURANCE CELL



A Special meeting with Faculty members

19.05.2022

Speaker: Dr. Mary Magdaline Abraham

Report

With the objective of motivating and boosting the staff members to prepare for the next NAAC visit, IQAC of our college organized a special meeting for the faculty members On 19.05.2022. Dr. Mary Magdaline Abraham, Associate Professor of English, Fatima College, Madurai addressed the faculty members on 'Buckle up for NAAC'. Dr. R. Barani, IQAC Co-ordinator welcomed the gathering. Dr. Mary Magdalene pointed out in her address that with the strenuous efforts of faculty members and management, Fatima College secured 3.61 scale with A++ grade in its fourth cycle. Madam affirmed that it is the need of the hour to work for the institution, not for individual. All the data should be generated, not fabricated. IQAC remains the 'Think Tank' of the college, and it is in the hands of IQAC to maintain the documentation of all the activities, updation of website, and the sustenance of Work life balance.

Dr. Mary Magdaline has clearly mentioned the following success mantra for gradation in the NAAC 4th cycle: A very good IQAC team, Support of Support staff, Co-operation of all the staff members (both aided & self), A good core committee, Separate teams for QnM and QIM. IQAC and Core committee should prepare a timeline, and the Principal has to meet the committee once a month. The philosophy behind each question in NAAC manual should be understood promptly. The first draft of SSR must be ready for external review before one year of submission. A mock visit can be arranged with the external peer team from the surrounding colleges.

During the pre-preparation of SSR, glossary of NAAC manual must be followed and the specific terms should be used everywhere. Separate mail id can be created for each criteria, and the separate template can be given for the required questions. The team for QIM will comprise the faculty with English as well as Computer knowledge. The team for QnM will be the faculty from Computer departments. While collecting the data, IQAC should not accept anything without the sign of Heads. All the data should be collected in one Resource centre, which must be under the control of IQAC. For SSS, all the 21 questions can be translated and constantly screened to students to have the better knowledge of the survey.

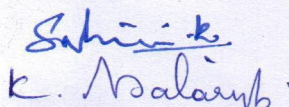
For the systematic preparation, Madam suggested some more general tips. It is mandatory to go through the NAAC website daily, and the college website must be updated with Action Taken Report (ATR), drone image of the campus, Ready reckoner of college, departments, IQAC, Heads,

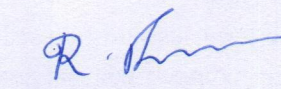
and all the staff members. Vision and Mission of IQAC and Departments must coincide with Vision and Mission of College. Campus tour can be arranged for students and parents to make them aware of all the facilities inside the college campus. Strategic plan (10 year plan)/ Vision document must be prepared by IQAC and uploaded in the college website. There must be incremental growth with the fulfilment of last cycle recommendations by peer team. Recommendations of Green audit and Energy audit must be carried out.

Regarding the departments, Madam suggested the following things to be carried out in PPT presentation during the NAAC visit. The Department profile, Vision & Mission of department should be presented with uniformity and creativity of the Heads as guided by IQAC. The presentation should exceed 30 slides. There can be separate blog for every department and activities of every student must be updated in the blog. The seminars/workshops organised by departments should have the term, 'Research' or 'Skill' in the title. The staff must follow the modern dress code during the NAAC visit.

While talking about the distribution of duty to the faculty, Madam advised to depute Deputy Academic and Lab assistants for criteria I, Any Senior teacher for criteria II, and a faculty having friendly relation with Office staff for criteria IV. For criteria III, readymade template can be followed. Exam reforms must be made by Office of Controller of Examinations during assessment period. New software, ERP has to be installed in the Office of Controller of Examinations. Grievance Record should be maintained with at least five grievances per year, and the grievance should be rectified within a week. Alumnae Association should be a registered body. Chapters must be begun for Alumnae Association, and money can be generated from it. Illustrious alumnae need to be from the assessment period, but must be still in service. For the exact placement record, project can be assigned for the students, and with the student support, a proper record can be maintained. National level tournaments can be organized, and the measures must be taken to make the students participate in National level competitions. It is better to keep a board with laws and amendments for gender sensitisation. The campus can be facilitated with Sign aids, Disabled friendly walks, toilets, lifts, and wheel chairs. Library must be enriched with Talking books, Braille books, and Rare books. A separate policy such as Plastic free campus should be followed for hostel and canteen. Institutional distinctiveness and best practices – one academic and one non-academic can be decided after suggestions discussed by IQAC and Core committee in a meet with Principal and Management.

Dr. S. Cinthana, Senior Faculty member, IQAC & Assistant Professor of English proposed a vote of thanks. The meeting ends with the spirit and hope of securing higher grade in the next NAAC visit.


K. Asala
Organizers


IQAC Coordinator

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VIRUDHUNAGAR - 626 001. (TAMIL NADU)

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Dr. (Tmt) S.M. Meena Rani, M.Sc., M.Phil., P.G.D.C.A., Ph.D.,
Principal
Mobile : 89033 00236
e-mail : principalvvvc@gmail.com
officevvvc2014@gmail.com

Ph : 04562 - 243133
Fax : 04562 - 248694
Cell : 94890 88703
website : www.vvvcollege.org

16.05.2022

To

Dr. Mary Magdalene Abraham
Associate Professor
The Research Centre of English
Fatima College (Autonomous),
Madurai.

Dear Madam,

Warm Greetings!

We take immense pleasure in inviting you as a Resource Person to interact on the topic **Buckle up for NAAC** with the Teaching Faculty of our College on 19.05.2022 at 02.00 p.m.

We anticipate to be benefired by your proficient expertise in the intellectual fiesta.

Thanking You.

IQAC Coordinator

PRINCIPAL

Internal Quality Assurance cell

SPECIAL MEETING

DATE: 19.05.2022

TIME: 2.30 PM

TOPIC: BUCKLE UP FOR NAAC

VENUE: Jegathambal - Rajendran Library Meeting Hall (Downstairs)

RESOURCE PERSON: Dr. Mary Magdalene Abraham,
Associate Professor,
The Research Centre of English,
Fatima college (Autonomous),
Madurai.

Members Present:

S.NO	Name of the Department Participant	Department	Signature with Date

Criterion I

1	Dr. A. Azhagu Parvathi	Physics	A. Azhagu Parvathi
2	Trtly. N. Santhi	Computer Applications PGI	N. Santhi 19/5/2022
3	Trtly. R. Nagasathya	Chemistry	R. Nagasathya 19.5.22
4	Dr. M. Subasini	Commerce Professional Accounting	M. Subasini 19-5-22
5	Dr. S. Shanmulee	English	-
6	Dr. P. Malanvizhi	History	P. Malanvizhi 19.5.2022
7	Dr. P. Sudha	Computer Applications UGI	-
8	Trtly. G. Sona	Biotechnology	Sona 19.5.2022

S.No	Name of the Participant	Department	Signature with Date
Criterion II			
9.	Dr. R. Banani	Computer science	R. Banani 19/5/22
10.	Trity. K. Anitha	Mathematics (SF)	R. Anitha 19/5/22
11.	Trity. R. Nancy Beaulah	Computer Application UG	R. Nancy 19/5/22
12.	Selvi. M. Vijayalakshmi	Microbiology	M. Vijayalakshmi 19/5/22
13.	Dr. K. Priya	English	R. Priya 19.5.22
14.	Dr. R.P. Aditya	Mathematics	R. P. Aditya 19/5/22
15.	Trity. R. Athooswari	Commerce	R. Athooswari 19/5/22
16.	Selvi. N. Malathi	Mathematics	N. Malathi 19.5.22

Criterion III

17.	Dr. M. Tamukelvi	Zoology	M. Tamukelvi 19/5/22
18.	Dr. D. Priya	Tamil	D. Priya 19/5/22
19.	Dr. B. Kannan selvi	Botany	B. Kannan selvi 19/5/22
20.	Dr. I. Rathinamala	Physics	I. Rathinamala 19/5/22
21.	Dr. J. Premila	Commerce (SF)	J. Premila 19/5/22
22.	Dr. B. Winmayee	English	B. Winmayee 19/5/2022
23.	Trity. G. chandna Prabha	Information Technology	G. chandna Prabha 19/5/22

S.No	Name of the Participant	Department	Signature with Date
Criterion IV			
24	Dr. P. Clara Jeyaseeli	Library	Nur/L
25	Dr. B. Nandhini	Commerce (SF)	B. Nand
26	Dr. V. Natchathina Selvakumari	History	Ans 19.05.2022
27	Dr. S. Anitha	English	Anitha 19.5.2022
28	Tmt. P. Aruna Devi	Computer Science (SF)	P. Aruna D 19/5/22
29	Dr. S. Thenmozhi	Physics	OD

3

Criterion V

30	Dr. D. Vijayanani	Home Science	D. Vijayanani 19/5/22
31	Dr. T. Ganga Parameswari	English	T. G. P. R. 19/5/2022
32	Tmt. P. Kanmani	Physics (SF)	P. Kanmani 19/05/2022
33	Dr. P. Saritha	Commerce	Saritha 19/5/2022
34	Tmt. E. Synthiya Judith Gnanasekhi	Computer Applications DB	-
35	Tmt. R. Subha	Home Science (SF)	Subha 19/5/22
36	Dr. M. Uma Maneswari	Mathematics	M. Uma Maneswari 19/5/22
37	Tmt. K. Muthulakshmi	Mathematics (SF)	K. Muthulakshmi 19/5/22

S.No	Name of the Participant	Department	Signature with Date
Criterion VI			
38.	Dr. M. Ponnien Selvi	Commerce	M. Ponnien Selvi 19/05/22
39.	Dr. R. Vidhya	Physics (SF)	Vidhya 19/05/22
40.	Dr. K. Malavizhi	English	K. Malavizhi 19/05/22
41.	Dr. B. Suganya	Commerce (CA) (SF)	B. Suganya 19.5.22
42.	Dr. J. Kareni	Tamil (SF)	J. Kareni
43.	Dr. P. Suganthi	Business Administration	P. Suganthi 19/05/22
44.	Dr. P. Sanyakala	Mathematics	P. Sanyakala 19/05/22

Criterion VII

45.	Dr. P. Annapoomani	Biochemistry	P. Annapoomani 19.05.2022
46.	Dr. S. Cinthana	English	S. Cinthana 19/05/22
47.	Dr. T. Synthia Ganesan	Biotechnology	Synthia Ganesan
48.	Dr. V. Navaneethamani	English	V. Navaneethamani
49.	Dr. R. Murugalakshmi Kumari	Botany	R. Murugalakshmi 19/05/2022
50.	Dr. R. Salini	Biochemistry (SF)	R. Salini 19/05/2022
51.	Dr. M. Chandrakala	History	M. Chandrakala 19.05.2022
52.	Dr. S. Swathi Sundari	Mathematics (SF)	S. Swathi Sundari 19/05/22

S.No	Name of the Participant	Department	Signature with Date
53	Mrs. S. Aarthi Prasanna	Computer Applications	S. Aarthi Prasanna 19/5/22

Evidences

54	Mr. S. Veni	Information Technology	S. Veni 19/5/22
55	Mr. S. Raja Priya	Information Technology	S. Rajapriya 19/5/22

Auditors

56	Mr. K. Annabusevi	Computer Science	Annabusevi, 19.05.2022
57	Dr. K. Mallika	Biochemistry	Mallika 19/05/2022
58	Dr. A. Uma Devi	Mathematics	A. Uma Devi 19.5.2022
59	Dr. S. Lalitha	History	S. Lalitha 19.5.2022
60	Dr. B. Nagajothi	Tamil (SE)	B. Nagajothi 19/5/22
61	Dr. A. Aruna Devi	Commerce Professional Accounting	A. Aruna Devi 19.5.22
62	Dr. P. Geetha	Mathematics	P. Geetha 19/5/2022
63	Mr. J. Athinatham	Costume Design and Fashion	J. Athinatham 19/5/2022
64	Mr. B. Kanagalakshmi	English	B. Kanagalakshmi 19.5.2022
65	Dr. J. Kavitha	Chemistry	J. Kavitha 19.5.2022

Head of the Departments

66	Dr. T. Velmayil	Tamil	T. Velmayil
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S.No	Name of the Participants	Department	Signature with Date
67	Dr. G. Athirashtha Kumari	English (UG & PG)	G. Athirashtha Kumari 19.5.2022
68	Dr. M. Geetha	History (UG & PG)	M. Geetha 19.5.2022
69	Dr. K. Uma Maheswari	Physics	Uma 19.5.2022
70	Dr. M. Dhanalakshmi	Chemistry	M. Dhanalakshmi 19/5/2022
71	Dr. J. Rani	Zoology (UG & PG)	J. Rani 19/5/2022
72	Dr. G. Kanthigai Lakshmi	Computer Science	G. Kanthigai 19.5.2022
73	Dr. A. Rama	Commerce (UG & PG)	-
74	Dr. S. Vaidehi	Economics	S. Vaidehi
75	Mrs. J. Jeya	Microbiology	J. Jeya 19.5.2022
76	Mrs. V. Jeyasinga	Biotechnology	OD
77	Mrs. J. Ponkodi	Computer Applications UG	J. Ponkodi 19/5/2022
78	Dr. A. Bharathi Lakshmi	Information Technology	A. Bharathi Lakshmi 19/5/2022
79	Dr. C. Anantha Selvi	Commerce (CA) (SF)	C. Anantha Selvi 19-5-2022
80	Dr. P.T. Kanthimathi	Commerce [CA] (SF)	P.T. Kanthimathi 19/5/2022
81	Dr. P. Suganthi	Business Administration UG & PG	P. Suganthi 19.5.2022

S.No	Name of the Participants	Department	Signature with Date
<u>Liaison Officers</u>			
82	Dr. C. Nagajothi	Tamil	C. Nagajothi
83	Dr. M. Sankaravari	Physics	M. Sankaravari 19.5.22
84	Dr. P. Veena Muthumani	Zoology UG & PG	P. Vimmamalai 19/5/2022
85	Mrs. B. Ameena Beebi	Home Science UG & PG	B. Ameena Beebi 19/5/22
86	Dr. K. Jamila Jothibai	Sports	-
87	Dr. S. Karitha Rani	English (SE)	S. Karitha Rani 19/5/22
88	Mrs. G. Nagalakshmi	Mathematics (SE)	G. Nagalakshmi 19/5/22
89	Dr. R. Hemalatha	Physics (SE)	R. Hemalatha 19/5/22
90	Mrs. M. M. Fatima Mansoor	Microbiology (SE)	M. M. Fatima Mansoor 19/5/22
91	Mrs. V. Queen Jemila	Computer Applications UG & PG	V. Queen Jemila 19.5.22
92	Mrs. T. Chitra	Computer Science (SE)	T. Chitra 19.5.22
93	Mrs. D. Shanmuga Kumari	Information Technology (SE)	D. Shanmuga Kumari 19/5/22
94	Mrs. L. Devi Muthu Mari	Costume Design and Fashion	L. Devi Muthu Mari 19/5/2022
95	Mrs. G. Uma Devi	Hindi	G. Uma Devi 19/5/2022

BUCKLE up for NAAC


Resource person : Dr. Mary Magdalene Abraham
Associate professor, The Research center of English
Fatima College (Autonomous)
Madurai.


Visitor's Impression:

An enthusiastic and discerning audience. They showed a great desire to learn. I wish the staff of VVV all the very best in all their endeavours.

Magdalene Abraham.

14.05.2022


TQAC Coordinators


PRINCIPAL

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Dr. (Tmt) S.M. Meena Rani, M.Sc., M.Phil., P.G.D.C.A., Ph.D.,

Principal

Mobile : 89033 00236

e-mail : principalvvvc@gmail.com

officevvvc2014@gmail.com

Ph : 04562 - 243133

Fax : 04562 - 248694

Cell : 94890 88703

website : www.vvvcollege.org

20.05.2022

To

Dr. Mary Magdalene Abraham
Associate Professor
The Research Centre of English
Fatima College (Autonomous)
Madurai.

Respected Madam,

Warm Greetings!

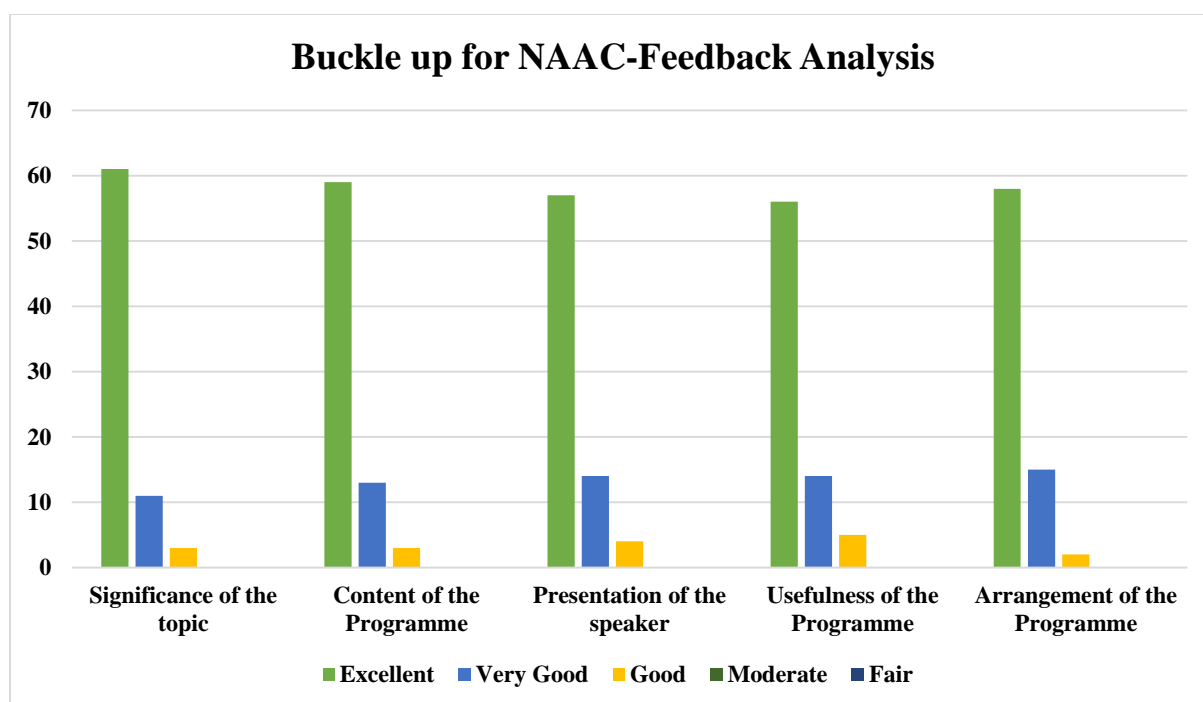
We feel elated to express our sincere thanks for sharing your expertise on the topic
Buckle up for NAAC in the Special Meeting organized by the Internal Quality Assurance Cell
on 19.05.2022.

IQAC Coordinator

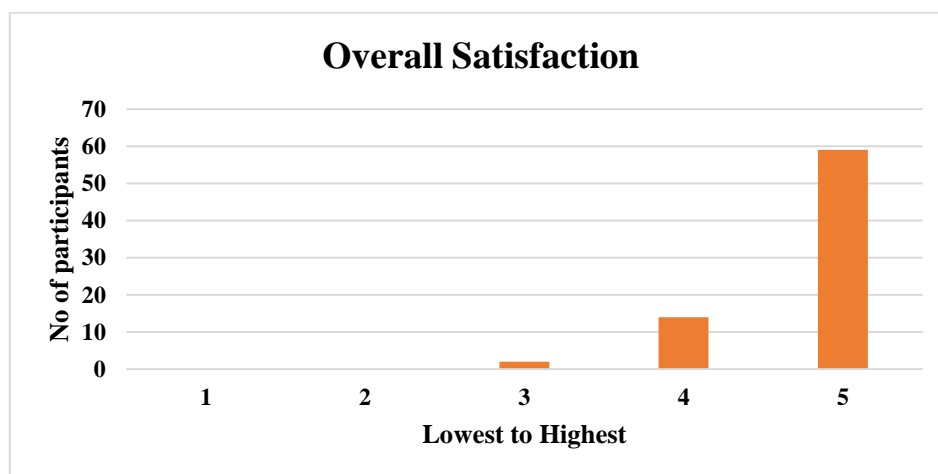
PRINCIPAL

FEEDBACK ANALYSIS

	Significance of the topic	Content of the Programme	Presentation of the speaker	Usefulness of the Programme	Arrangement of the Programme
Excellent	61	59	57	56	58
Very Good	11	13	14	14	15
Good	3	3	4	5	2
Moderate	-	-	-	-	-
Fair	-	-	-	-	-
Total	75	75	75	75	75



OVERALL SATISFACTION



INFERENCE

From the above analysis it is very clear that, faculty members are more benefitted from the Special Meeting on Buckle up for NAAC. About 75 % of the faculties found this meeting excellent in all the aspects of meeting like Significance of the topic, Content of the Programme, Presentation of the speaker, Usefulness of the Programme and Arrangement of the Programme.

SUGGESTIONS

- Need program at right time. Also request to arrange more such programs
- Organize this programme for reluctant faculty members
- Such programmes are required till NAAC visit.
- Could give this message to all faculty to get importance of the NAAC
- Expecting meeting from the same resource person for various topics related to NAAC
- Arrange more meetings like this
- Many more Programmes of this nature should be organized.
- Expecting another meeting with same resource person

