



## V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)  
An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai  
Re-accredited with 'A' Grade (3<sup>rd</sup> Cycle) by NAAC  
VIRUDHUNAGAR

Quality Education with Wisdom and Values



### INTERNAL QUALITY ASSURANCE CELL



Date: 04.12.2023

#### Notice of the Meeting

The Internal Quality Assurance Cell convenes a Meeting on 08.12.2023 at 02.30 p.m. at the IQAC Office to discuss the matters in the Agenda.

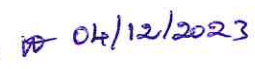

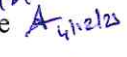
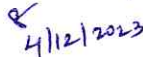


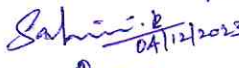

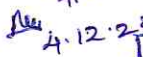

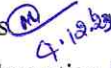
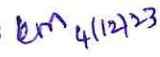

We solicit you to attend the meeting and offer your valuable suggestions.

  
IQAC Coordinator

  
PRINCIPAL

Encl: Agenda

Copy To:

| Designation  | Name of the Member  |
|--|---|
| Senior Teacher Members,<br>IQAC  | : Dr. V. Navaneethamani, Assistant Professor of English                          |
|  | Dr. I. Rathinamala, Assistant Professor of Physics                               |
|  | Tmt. S. Veni, Assistant Professor of Computer Science                            |
|  | Dr. P. Saritha, Assistant Professor of Commerce                                  |
|  | Dr. E. Synthiya Judith Gnanaselvi, Assistant Professor of Computer Applications  |
|  | Tmt. K. Kasthuri, Assistant Professor of Information Technology                  |
|  | Dr. R. Salini, Assistant Professor of Biochemistry                               |
|  | Tmt. R. Subha, Assistant Professor of Home Science                               |
|  | Dr. M. Chandra Kala, Assistant Professor of History                              |
|  | Tmt. B. Ameena Beebi, Assistant Professor of Home Science                        |
|  | Selvi. N. Malathi, Assistant Professor of Mathematics                            |
| Tmt. K. Muthulakshmi, Assistant Professor of Mathematics  |   |
| Senior Administrative<br>Officer, IQAC   | : Tmt. S. Preethi, Office Superintendent    |

## **AGENDA**

Date : 08.12.2023  
Time : 02.30 p.m.  
Venue : IQAC Office

### **Subjects to be discussed:**

- Subject 1: Discussion about the conduct of Vee Qube Fun Fair 2024
- Subject 2: Discussion about the documents to be kept ready in the departments during NAAC Peer Team Visit.



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## INTERNAL QUALITY ASSURANCE CELL

### Proceedings of the Meeting

The meeting regarding conduct of Fun Fair-2024 and display of documents in the Departments during NAAC Peer Team Visit was held on 08.12.2023 at 02.00 p.m. at the IQAC Office. The proceedings of the meeting are as follows.

#### Members:

| Designation   | Name of the Member   |
|---|--|
| Chair Person, IQAC<br>Co-Chairman, NAAC Steering<br>Committee | : Dr. S.M. Meena Rani, Principal   |
| Coordinator, IQAC   | : Dr. S. Cinthana, Associate Professor of English  |
| Senior Teacher Members, IQAC                                  | : Dr. V. Navaneethamani, Assistant Professor of English<br>Dr. I. Rathinamala, Assistant Professor of Physics<br>Tmt. S. Veni, Assistant Professor of Computer Science<br>Dr. P. Saritha, Assistant Professor of Commerce<br>Dr. E. Synthiya Judith Gnanaselvi, Assistant Professor of<br>Computer Applications<br>Tmt. K. Kasthuri, Assistant Professor of Information<br>Technology<br>Dr. R. Salini, Assistant Professor of Biochemistry<br>Tmt. R. Subha, Assistant Professor of Home Science<br>Dr. M. Chandra Kala, Assistant Professor of History<br>Tmt. B. Ameena Beebi, Assistant Professor of Home Science<br>Selvi. N. Malathi, Assistant Professor of Mathematics<br>Tmt. K. Muthulakshmi, Assistant Professor of Mathematics |
| Senior Administrative<br>Officer, IQAC                        | : Tmt. S. Preethi, Office Superintendent   |



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**INTERNAL QUALITY ASSURANCE CELL**



Date: 30.08.2023

**Minutes of the Meeting**

Dr. S. Cinthana, IQAC Coordinator, Associate Professor of English welcomed the members of the meeting.

**Subject Matter 1:**

Discussion about the conduct of Vee Qube Fun Fair-2024

**Resolution 1:**

It was resolved to make necessary arrangements for the conduct of Vee Qube Fun Fair-2024


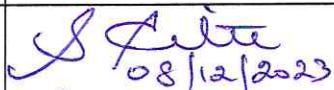
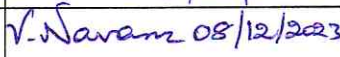



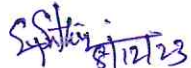

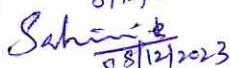
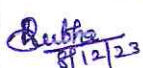
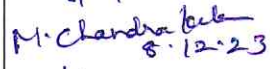


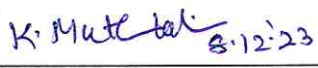

**Subject Matter 2:**


Discussion about the documents to be kept ready in the departments during NAAC Peer Team Visit.

**Resolution 2:**

It was resolved to conduct a Mock Visit to all the Departments to verify the documents that are to be displayed during NAAC Peer Team Visit.

## Members Present

| Designation  | Name of the Member   | Signature  |
|--|--|--|
| Chair Person, IQAC<br>Co-Chairman,<br>NAAC Steering<br>Committee | Dr. S.M. Meena Rani, Principal   | <br>8.12.23   |
| Coordinator, IQAC  | Dr. S. Cinthana,<br>Associate Professor of English   | <br>08/12/2023  |
| Senior Teacher<br>Members, IQAC                                  | Dr. V. Navaneethamani,<br>Assistant Professor of English<br>Dr. I. Rathinamala,<br>Assistant Professor of Physics<br>Tmt. S. Veni,<br>Assistant Professor of Computer Science<br>Dr. P. Saritha,<br>Assistant Professor of Commerce<br>Dr. E. Synthiya Judith Gnanaselvi,<br>Assistant Professor of Computer Applications<br>Tmt. K. Kasthuri,<br>Assistant Professor of Information Technology<br>Dr. R. Salini,<br>Assistant Professor of Biochemistry<br>Tmt. R. Subha,<br>Assistant Professor of Home Science<br>Dr. M. Chandra Kala,<br>Assistant Professor of History<br>Tmt. B. Ameena Beebi,<br>Assistant Professor of Home Science<br>Selvi. N. Malathi,<br>Assistant Professor of Mathematics<br>Tmt. K. Muthulakshmi,<br>Assistant Professor of Mathematics | <br>08/12/2023<br><br>8/12/2023<br><br>8/12/23<br><br>8/12/2023<br><br>8/12/23<br><br>8/12/23<br><br>8/12/2023<br><br>8/12/23<br><br>8.12.23<br><br>8/12/23<br><br>8.12.23<br><br>8.12.23 |
| Senior<br>Administrative<br>Officer, IQAC                        | Tmt. S. Preethi,<br>Office Superintendent  | <br>8.12.23   |

  
11/12/2023  
IQAC Coordinator

  
PRINCIPAL



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### INTERNAL QUALITY ASSURANCE CELL



#### Action Taken Report

To execute the resolutions passed in the IQAC meeting held on 08.12.2023, the following actions were taken.

| Resolution   | Action Taken  |
|--|---|
| <b>Resolution 1:</b><br>It was resolved to make necessary arrangements for the conduct of Fun Fair-2024  | It was decided to conduct Vee Qube Fun Fair 2024 on 27.01.2024 and a requisition letter was produced to the Secretary of the College stating the items required for the preliminary arrangements. |
| <b>Resolution 2:</b><br>It was resolved to conduct a Mock visit to all the Departments to verify the documents prepared for display during NAAC Peer Team Visit. | A Mock Visit schedule was prepared and thereby the documents in the departments were verified by the NAAC Steering Committee Coordinator, IQAC Coordinator and NAAC Steering Committee members.   |

*S. Aithu*  
20/12/2023  
IQAC Coordinator

*S. P. Deva Rani*  
PRINCIPAL