



PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

Affiliated to University of Madras

CIRCULAR

PSVASC/ IQAC/ 2018-2019

DATE: 08.11.2018

Internal Quality Assurance Cell (IQAC) meeting for the academic year 2018-2019 will be held on 12.11.2018 (10.30 AM) in meeting hall for monitoring and functioning of academic and administrative units. All the members are requested to attend the meeting.

Agenda:

1. Introduction by the IQAC Chairperson
2. IQAC initiatives
3. Review of Internal Assessment performance
4. MoU with Industries
5. Research and development activities
6. Infrastructure facilities
7. Plan for clubs and committees
8. Feedback analysis and Action taken report.


IQAC Coordinator

Copy to,

1. IQAC members
2. All HODs
3. Placement Coordinator
4. Office
5. File copy




Principal
**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE**
GOWRIVAKKAM, CHENNAI - 600 073.



B. Kalpana
Principal
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Name of the meeting: IQAC Meeting	Date: 12.11.2018
Venue: Meeting Hall	Time: 10.30 AM
Minutes of meeting	

Agenda	Discussion/ Action taken
Introduction by the IQAC Chairperson	Principal, chairperson of the IQAC cell welcomed the members of IQAC. Innovative teaching methods should be utilized effectively for the students.
IQAC initiatives	To constitute the class committee for identifying their grievances related to academics. Faculties are encouraged to attend Workshops, Conferences for improvements of teaching learning skills.
Review of Internal Assessment performance	Internal Assessment review meeting minutes has been presented by HODs. IQAC Coordinator insisted all the heads to submit the slow learners' list department wise to take remedial measures.
MoU with Industries	All department HODs are informed to execute more MoUs for the benefit of students to improve the number of projects. Industrial visits, industrial training, Internship etc.,
Research and development activities	The R&D convener shared the progress of the research activities undertaken during the odd semester and the activities planned for the even semester were submitted for approval.
Infrastructure facilities	The principal discussed with the department HODs regarding lab facilities, maintenance stock and register, class rooms and additional facilities.
Plan for clubs and committees	Regularly assess the club's progress towards its goals and the impact of its activities. Collect feedback from members and attendees to identify areas for improvement.
Feedback analysis and Action taken report.	The present method of feedback on curriculum should be made more effective.

The meeting ended with the summary of the discussion and Vote of thanks by IQAC Coordinator


IQAC Coordinator


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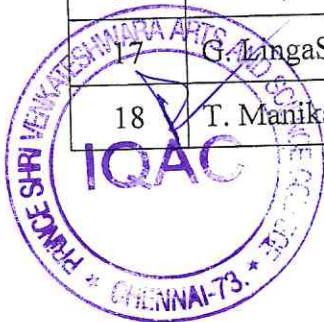


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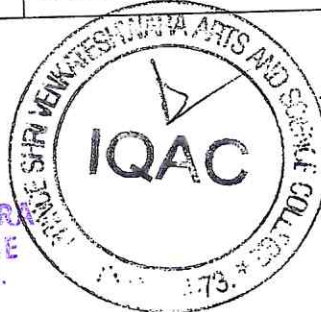
IQAC Meeting
ACADEMIC YEAR 2018-2019
DATE: 12.11.2018

LIST OF MEMBERS PRESENTED:

S. No.	Name of the members	Designation	Signature
1	Dr. M. Uma	Principal	
2	Er. V. Prasanna Venkatesh	Vice Chairman	
3	Mr. S. Ramji	Manager	
4	Mrs. J. Janaki	HOD (A&F)	
5	Mrs. K. Deepalakshmi	HOD (Biotechnology)	
6	Mrs. K. Subashini	HOD (ECS)	
7	Mrs. B. Sowmiya	Placement Coordinator	
8	Mrs. R. Supriya	HOD (CS)	
9	Mrs. S. Aruna Rani	HOD (BCA)	
10	Mrs. P. Jasmin Leena	HOD (Biochemistry)	
11	Mrs. J. Salomi Packiya Jothy	HOD (Commerce (G))	
12	Mrs. K. Poongothai	HOD (Microbiology)	
13	Dr. Swetha Ravindran	HOD (English)	
14	Mr. E. Ravish Kumar	Entrepreneur	
15	Mr. T. Ram Sundhar	Tech. Leader, Infosys	
16	Mr. Jaya Pradeep. C. J	President Local Society	
17	G. AnugaSathya	II M. Sc CS	
18	T. Manikandan	III B. Com	



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