



PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

Affiliated to University of Madras, ISO 9001:2015 Certified Institution

CIRCULAR

DATE: 05.12.2019

PSVASC/ IQAC/ 2019-2020

Internal Quality Assurance Cell (IQAC) meeting for the academic year 2019-2020 will be held on 09.12.2019 (02.30 PM) in meeting hall for monitoring and functioning of academic and administrative units. All the members are requested to attend the meeting.

Agenda:

1. Review of minutes of previous IQAC meeting
2. Welcome note by IQAC chairman
3. Academic review and result analysis
4. Academic planning for Even semester
5. Placement training
6. Seminar and Conference Proposals
7. Additional discussion points


IQAC Coordinator




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

Copy to,

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




PRINCIPAL
PRINCE SHRI VENKATESHWARA
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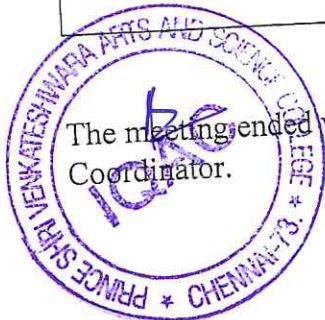
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Name of the meeting: IQAC Meeting	Date: 09.12.2019
Venue: Meeting Hall	Time: 02.30 PM
Minutes of meeting	

Agenda	Discussion/ Action taken
Review of minutes of previous IQAC meeting	Review of previous meeting held on 19.11.2019
Welcome note by IQAC chairman	The principal welcomed HODs and IQAC members for the meeting.
Academic review and result analysis	The vice chairman expressed his concern over the semester results and asked the HODs to take appropriate action for the slow learners.
Academic planning for Even semester	Work load, subject willingness and Timetable preparation to be completed. Formats has been issued by IQAC.
Placement training	The plan of placement and training activities for an even semester was given by the placement coordinator. Odd semester placement report has been submitted.
Seminar and Conference Proposals	Seminar and conference proposals to be forwarded to funding agencies.
Additional discussion points	New certificate courses to be introduced. Discussion made on student skill development program.



[Signature]
IQAC Coordinator



B. Kalpana
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[Signature]
Principal
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IQAC Meeting

ACADEMIC YEAR 2019-2020

DATE: 09.12.2019

LIST OF MEMBERS PRESENTED:

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



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IQAC Coordinator