



PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

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

CIRCULAR

PSVASC/ IQAC/ 2020-2021

DATE: 27.11.2020

Internal Quality Assurance Cell (IQAC) meeting for the academic year 2020-2021 will be held on 02.12.2020 at 2.00 PM in Zoom meeting (Online). All the members are requested to attend the meeting.

Agenda:

1. Introduction by the IQAC Chairman
2. Review of minutes of previous IQAC meeting and subsequent action taken
3. Review of online classes
4. Review of training and placement activities in odd semester
5. Plan to establish IIC in our institution
6. Review of IQAC initiatives
7. Assessment of the quality assurance of academic/ administrative/ supporting activities in view of the Lockdown
8. Plan to conduct placement and training

IQAC Coordinator

Principal

e - Copy
(Signature is not Mandatory)

Copy to,

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



B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
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Name of the meeting: IQAC Meeting	Date: 02.12.2020
Venue: Zoom Meeting (Online)	Time: 2.00 PM
Minutes of meeting	

Agenda	Discussion/ Action taken
Introduction by the IQAC Chairperson	Principal, chairperson of the IQAC cell welcomed the members of IQAC.
Review of minutes of previous IQAC meeting and subsequent action taken	The IQAC meeting was conducted on 06.08.2020. The minutes of meeting were readout with a formal discussion with all IQAC members. Action taken: Plan for even semester
Review of online classes	To collect feedback from students about their online learning experience. Based on the review findings, implement necessary changes and improvements to enhance the overall quality of online classes and ensure a more effective and engaging learning experience for students
Review of training and placement activities in odd semester	Placement activities to be conducted as per the schedule
Plan to establish IIC in our institution	The institution was planned to establish the IIC to encourage, inspire and nurture students.
Review of IQAC initiatives	Motivating the faculty members to publish 2 journal papers in a year in reputed journals.
Assessment of the quality assurance of academic/ administrative/ supporting activities in view of the Lockdown	The activities conducted through IPR cell, R&D cell and ED Cell. Promote departments to sign MOUs with industries for field work, Project and Internships. Due to the Covid 19 pandemic, several activities could not be conducted after March 2020. It is discussed to work out alternate strategies to conduct these activities.
Plan to conduct placement and training	In the pandemic period providing the training programmes online. Making students industry ready by strengthening their programming skills.


IQAC Coordinator




Principal


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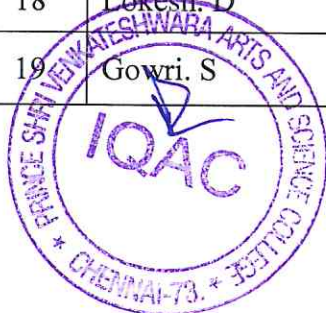
IQAC Meeting

ACADEMIC YEAR 2020-2021

DATE: 02.12.2020

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	Dr. K. Deepalakshmi	HOD (Biotechnology)	
6	Dr. K. Subhashini	HOD (ECS)	
7	Mrs. B. Sowmiya	Placement Coordinator	
8	Dr. Sabin Begum	HOD (CS)	
9	Dr. S. Aruna Rani	HOD (BCA)	
10	Dr. 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	Dr. S. Dhivya Bharathy	HOD (BBA)	
15	Mr. M. Manikandan	Entrepreneur	
16	Mr. T. Ram Sundhar	Tech. Leader, Infosys	
17	Mr. Jaya Pradeep. C. J	President Local Society	
18	Lokesh. D	III BCA	
19	Gowri. S	II M. Sc BT	



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IQAC Coordinator