



# PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

Affiliated to University of Madras  
ISO 9001:2015, ISO 14001:2015, ISO 50001:2018, ISO 21001:2018 Certified Institution  
Recognized by UGC under section:2(f) UGC Act 1956

## CIRCULAR


PSVASC/ IQAC/ 2022-2023

DATE: 24.04.2023

Internal Quality Assurance Cell (IQAC) meeting for the academic year 2022-2023 will be held on 28.04.2023 (10.30 AM) in Seminar Hall for monitoring and functioning of academic and administrative units. All the members are requested to attend the meeting.

### Agenda:

1. Review of the previous meeting
2. Welcome note by IQAC chairman
3. Review and plan of research activities
4. Planning for a farewell
5. Review and plan of feedback analysis
6. Clubs and committees.
7. Additional discussion points

  
IQAC Coordinator

  
Principal  
**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



*B. Kalpana*  
Principal  
PRINCE SHRI VENKATESHWARA  
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Name of the meeting: IQAC Meeting	Date: 28.04.2023
Venue: Seminar Hall	Time: 10.30 AM
Minutes of meeting	

Agenda	Discussion/ Action taken
Review of the previous meeting	The previous IQAC meeting's minutes were reviewed. The committee discussed various aspects presented in the meeting.
Welcome note by IQAC chairman	The principal welcomed HODs and IQAC members for the meeting.
Review and plan of research activities	The principal requested the HODs to ensure that their faculty members spend quality time for research. The research coordinator summarized on the various activities that are being undertaken by faculty members towards research.
Planning for farewell	It was planned to give a farewell for the students of 2020-2023. Choose a date that allows sufficient time for planning and coordination. Make sure it doesn't clash with any major exams or college events.
Review and plan of feedback analysis	The IQAC coordinator insisted on gathering feedback forms on curriculum design and development from stakeholders, analyzing the comments, and then taking appropriate action.
Clubs and committees.	All of the clubs' and committees' coordinators were given instructions by the IQAC coordinator regarding how to organize activities in association with IIC.
Additional discussion points	To conduct more seminars, conferences and workshops. Students to be motivated for online courses line NPTEL, Swayam.

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



IQAC Coordinator



  
Principal

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## IQAC Meeting

ACADEMIC YEAR 2022 - 2023

DATE: 28.04.2023

### 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	Dr. 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. B. Lakshmi Priya	HOD (CS)	
9	Mrs. D. Dhanabagyam	HOD (BCA)	
10	Dr. P. Jasmin Leena	HOD (Biochemistry)	
11	Dr. M. Thebora Victoriya	HOD (Commerce (G))	
12	Dr. K. Poongothai	HOD (Microbiology)	
13	Ms. S. Roshan Fathima	HOD (English)	
14	Dr. Naveetha Sulthana	HOD (BBA)	
15	Mrs. Hepzi Violet Amirthamani	HOD (CS With DS)	
16	Mr. M. Manikandan	Entrepreneur	
17	Ms. K. Vishweswari	System Analyst, Cap Gemini	
18	Mr. Jaya Pradeep. C. J	President Local Society	
19	M. Harsha Vardhan	III CS	
20	K. Benazir	II M. Sc BT	



**B. Kalpana**  
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IQAC Coordinator