Date: 04/04/2019

The first IQAC meeting was held on 04.04.2019 in the principal's room at 10:00 a.m.

#### Agenda:

- Inaugurating the IQAC
- Introduction of the Members of the IOAC team

Minutes of the IQAC Meeting conducted on 08.06.2019

- 1. The meeting started with a silent prayer.
- 2. The principal welcomed all the participants to the meeting.
- 3. The principal nominated the IQAC coordinator as Mrs. Dhina Suresh, Head of the Department of Computer Science.
- 4. The other nominated members of the IQAC team accepted to be a part of the IQAC.
- 5. The Members are as follows:
  - Mrs. N. Vadivu
  - Mrs. A. Viyani Jenita Mary
  - Mrs. L. Jenniffer
  - Mrs. G. Amalredge
  - Mrs. T. Mahalakshmi
  - Ms. U. Monisha
  - Mrs. Aswini.G
- 6. The members discussed about the responsibility of being in the IOAC team.
- 7. The decision to begin the IQAC work by the next academic year was made.
- 8. The meeting ended with a silent prayer.

The meeting was attended by

Principal

Mrs. Dhina Suresh

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

Alesole-G

C. A Rochiaran

PRINCIPAL

ST. JOSEPH'S COLLEGE OF ART

ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot, HOSUR • 635 126, Krishnagiri • Dist.

#### Circular

18/04/2019

The IQAC meeting will be held on 19/04/2019 in the IQAC room at 3:30 p.m.

## Agenda:

- 1. Criterion wise discussion.
- 2. Activities to be carried out in the next year.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

**IQAC** Coordinator

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF arts & science for women Mookandapalli, Sipcot HOSUR-635 126, Krishnagiri-Dist.



## The minutes of the meeting - 19.04.2019

- 1. The IQAC coordinator discussed the criteria with the members in details.
- 2. A detailed discussion on each criterion was done.
- 3. The departments will be instructed to plan all the activities for the next academic year and submit by the beginning of the next semester.
- 4. Mrs Jenniffer will be going on maternity leave. She will be continuing the work after the leave.
- 5. The meeting concluded with a silent prayer.

### Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

So. Apoekiaron Principal

PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOLLEN

Mookandapalli, Emily,
HOSUR-635 126, Krishall, Lout.

**IQAC Coordinator** 

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGA OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipoot
HOSUR-635 126, Krishnagiri-Dist.



Date: 08/06/2019

The first IQAC meeting was held on 08.06.2019 in the IQAC room at 10:00 a.m. The intimation regarding the meeting was given through a phone call.

### Agenda:

- Discussion on the plan for the Academic Year.
- FDP for Teaching and Non-teaching faculty members

Minutes of the IQAC Meeting conducted on 08.06.2019

- 1. The meeting started with a silent prayer.
- 2. The output of the plans for the academic year 2018-2019 was analyzed.
- 3. The plans for the Academic year 2019-2020 were discussed.
- 4. Decided to organize faculty development programs.
- 5. FDP for Teaching faculty members will be conducted from 10/06/2019 to 14/06/2019 on "Enhancing the Teaching Excellence and Innovation"
- 6. FDP for the Non-teaching faculty will be conducted from 17/06/2019 to 21/06/2019 on "Language skills and real-life scenarios".
- 7. Department plans should be submitted to the principal.
- 8. The report format for Mentor-Mentee and Remedial was explained.

The meeting was attended by

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary Vi

Mrs. L. Jenniffer Hatenity

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

S. A Lockiaran

Principal DAL
ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,
HOSUR-635 126, Krishnagiri-Dist.

IQAC Coordinator

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE POT WOMEN
Mookandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.

#### Circular

01/08/2019

The IQAC meeting will be held on 02/08/2019 in the IQAC room at 3:30 p.m.

## Agenda:

- 1. Criterion discussion
- 2. Certificate Courses
- 3. Checklist to departments

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary V

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.



The minutes of the meeting - 02.08.2019

- 1. The IQAC coordinator discussed the criterias with the members Ms. Vadivu, Ms. Wyani, Ms. Amalredge, Ms. Mahaiakshmi, Ms. Monisha and Ms. Ashwini.
- 2. A detailed discussion on the criteria 1 and 2 were done.
- 3. The departments will be instructed to plan capacity development programmes, certificate courses, extension activity and field visits.
- 4. The departments will be advised to record all the events with reports and photographs.
- 5. Checklists of all files to be given to the departments.
- Utilize the ICT tools to enhance the teaching.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary 🐠

Mrs. L. Jenniffer Material Leave

Mrs. G. Amalredge Suraleslesile

Mrs. T. Mahalakshmi T- mal

Ms. U. Monisha U.

Mrs. Aswini.G

S. A Lockiaran

ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot, HOSUR - 635 126, Krishnegiri - Elst.

ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot

IQAC CO-ORDINATOR

ST. JOSEPH'S COLLEGE OF

HOSUR-635 126, Krishnagiri-Dist.

#### Circular

09/09/2019

The IQAC meeting will be held on 10/09/2019 in the IQAC room at 3:40. p.m. All the members are requested to attend the meeting on time.

### Agenda:

- 1. Report verification
- 2. Question Banks
- 3. MoU for Mentor Mentee on UGC Paramarsh scheme.

Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer Naturity leane.

Mrs. G. Amalredge Suraleoles-&

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot HOSUR-635 126, Krishnagiri-Dist.



### INTERNAL QUALITY ASSURANCE CELL

## The Minutes of the meeting -10/09/2019

- 1. To check the progress of preparation of reports in every department.
- 2. To invite various resource persons for the quality enhancement through seminars and workshops.
- 3. The departments will be motivated to conduct National or International conferences.
- 4. Preparation of question banks was instructed. The old hand written question banks need to be digitalized.
- 5. The staff were motivated to publish papers in Journals/Books.
- 6. Discussion regarding the MoU signing for the Mentorship under UGC paramarsh scheme was discussed.
- 7. MoU will be signed with Auxilium college, Vellore. They will be guiding for the NAAC preparation.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer Materialy learn

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

Principal

PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS

& SCIENCE FOR WOMEN

Mockandapalli, Sipcot,

HOSUR-635 126, Krishnagiri-Dist.

TOAC Coordinator

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ST. JOSEPH S. GOLLEGE

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#### Circular

#### 21/10/2019

The mentor-mentee meeting will be held on 22/10/2019 in the Conference room at 10:00. a.m. All the IQAC members and Heads of the department are requested to attend the meeting on time.

#### Agenda:

- 1. An understanding of the Mentee institution by the Mentor institution.
- 2. Requirements by the mentee institution.
- 3. Overview of the mentee institution.

**Signatures** 

Rev. Sr. Sagaya Mary James

Sr. Arockia Valan Rani

Mrs. B.K. Jaleesha

Mrs. A.Kamatchi

Mrs. A. Kalarani

Mrs. C.A.Uma

Dr. Reena Raj

Mrs. Margret Kanimozhi A

Dr. K. Lavanya

Dr. P. Ezhilarasi

Mrs. N. Vadivu

M. Rashmi

Mrs. A. Viyani Jenita Mary

Mrs. G. Amalredge

Mrs. L. Jenniffer

Materity

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN

Mookandapalli, Sipcot HOSUR-635 126, Krishnagiri-Dist.

#### Circular

02/12/2019

The IQAC meeting will be held on 03/12/2019 in the IQAC room at 3:30. p.m. All the members are requested to attend the meeting on time.

## Agenda:

- 1. New member introduction
- 2. Plan for the next semester.
- 3. Attending the National Conference at Auxillium college, vellore.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. T. Mahalakshmi <sup>5</sup>

Ms. U. Monisha

Mrs. Aswini.G

Mrs. V. Niranjana 🔌

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.



The Minutes of the meeting -03/12/2019

- 1. The meeting started with a silent prayer.
- 2. The new member Mrs. Niranjana, of the IOAC team was introduced.
- 3. The criteria allocated to each member are as follows:

Criteria 1: Mrs. N. Vadivu

Criteria 2: Mrs. A. Viyani Jenita Mary, Mrs. Aswini.G

Criteria 3: Mrs.L.Jenniffer

Criteria 4: Mrs. V. Niranjana

Criteria 5: Mrs. G. Amalredge

Criteria 6: Mrs. T. Mahalakshmi

Criteria 7: Ms. U. Monisha

- 4. The plan for the next semester was discussed.
- 5. Auxillium college is conducting a National conference on "Teaching Learning and Evaluation Changes and Challenges". Few selected faculty members will be attending the conference.

#### **Signatures**

Mrs. N. Vadivu
Mrs. A. Viyani Jenita Mary
Mrs. L. Jenniffer
Materity Leave

Mrs. G. Amairedge dualealy 4

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

Mrs. V. Niranjana

#### Circular

#### 19/02/2020

IQAC will be organizing a programme on "Socially relevant research and research funding", on 22/02/2020 in room M-13, Mary's Block, at 09:00. a.m. All the faculty members are requested to attend the meeting on time.

Signatures

Rev. Sr. Sagaya Mary James

Sr. Arockia Valan Rani

Mrs. B.K. Jaleesha

Mrs. A. Kalarani

Mrs. Magila

Dr. Reena Raj

Mrs. Margret Kanimozhi A

Dr. K. Lavanya

Dr. P. Ezhilarasi

M. Rashmi

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. V. Niranjana

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

1QAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mockandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.

HOEUR 635 126

#### Circular

#### 03/03/2020

IQAC will be organizing a Lecture programme on Student Induction Program, Academic and Administrative Audit, and Criteria 3 in RAF, on 22/02/2020 in room M-13, Mary's Block, at 09:00. a.m. All the faculty members are requested to attend the meeting on time.

Signatures

Rev. Sr. Sagaya Mary James

Sr. Arockia Valan Rani

Mrs. B.K. Jaleesha

Mrs. A. Kalarani

Mrs. Magila

Dr. Reena Raj

Mrs. Margret Kanimozhi A

Dr. K. Lavanya

Dr. P. Ezhilarasi

M. Rashmi

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. V. Niranjana

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha 🔱

Mrs. Aswini.G

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapaili, Sipsot HOSUR-635 126, Krishnagiri-Dist.



#### Circular

#### 10/03/2020

The IQAC meeting will be held on 11/03/2020 in the IQAC room at 3:40. p.m. All the members are requested to attend the meeting on time.

### Agenda:

- 1. Report Submission for the academic year.
- 2. Question Banks status

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. V. Niranjana 🕦 🛧

Mrs. G. Amalredge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipost HOSUR-635126, Krishnagiri-Dist.

### The Minutes of the meeting -10/03/2020

- To check the progress of the preparation of reports in every department. The report for all the activities carried out in the departments need to be submitted in the IQAC room by the end of March Month
- 2. The details of the staff publication and student achievement have to be filed.
- 3. Every committee will be informed about their responsibility.
- 4. The feedbacks need to be collected from different stake folders.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. V. Niranjana 🐧

Mrs. G. Amairedge

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

Co. A Lockias one

Principal CIPAL

ST. JOSEPH'S COLLEGE OF ARTS

& SCIENCE FOR WOMEN

Mookandapaili, Sipcet,

HOSUR-635 126, Krishnagiri-Dist.

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.



04/07/2020

The IQAC convened an online meeting on 04/07/2020 through Google Meet.

#### Agenda:

- 1. Plan for the Academic Year
- 2. Attending webinars, workshops, and courses online.
- 3. Online classes and time table

The minutes of the meeting - 04.07.2020

- 1. The plan for the academic year 2020 2021 has to be submitted to principal.
- 2. Due to the pandemic, the online classes will be conducted through Google Meet. The classes will be starting on 13.07.2020
- 3. Plan the timetable for online classes. Plan to conduct online course to students.
- 4. The IQAC coordinator discussed the teaching-learning strategies during the covid-19.
- 5. The faculty members are encouraged to attend webinars, workshops, FDPs, NPTEL courses through online mode.
- 6. The Mentor-Mentee segregation was started, and it will happen online.
- 7. What's app groups will be created to pass the information on capacity development programs and other class activities.

#### Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. V. Niranjana

Mrs. T. Mahalakshmi 🗍 · 🗠

Ms. U. Monisha

Mrs. Aswini.G

IOAC Coordinator

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipoot HOSUR-635 126, Krishnagiri-Dist. OF ARTS & S.

S. A Lockiarans
Principal

PRINCIPAL
ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,
HOSUR - 635 126, Krishnagni - Dist.

24/11/2020

The IQAC convened an online meeting on 24/11/2020 through Google Meet.

#### Agenda:

- 1. Effectiveness of Online classes
- 2. Issues faced by students in online classes
- 3. Organizing a webinar on 27/11/2020

The minutes of the meeting -24/11/2020

- 1. The effectiveness of the online classes was discussed. The faculty members are advised to use video and ppt while teaching.
- 2. Interact more often with the students on handling the pressure of online education.
- 3. Provide support to the students facing network issues. Provide them with the necessary materials and guidance for attending the online classes.
- 4. The IQAC will be organizing a webinar on "Teaching Learning and Evaluation" on 27/11/2020.
- 5. Dr. Bernard D'Sami, Head, Dept of History(Rtd.), Loyola College, Chennai, will be the resource person.
- 6. The IQAC members will assemble in the college to organize the webinar,

Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. V. Niranjana N

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

PRINCIPAL ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot, HOSUR - 635 128, Krishnagiri - Dist.

IQAC CO-ORDINATOR ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalii, Sipoot HOSUR-635 126, Krishnesiri-Dist.

Coordinator

#### 03/12/2020

The IQAC meeting was convened on 03.12.2020 at 3.00 p.m. in Google meet.

#### Agenda:

- 1. Seminars/Webinars
- 2. Assignments/Seminars for Students
- 3. Capacity Development programmes through online mode
- 4. To upgrade ICT tools for teaching

### Minutes of the Meeting

- 1. The Staff are encouraged to participate in webinars/ seminars.
- 2. The capacity development programs to be held online to enhance the personality of the students.
- 3. The teachers should learn interesting methods to teach online.
- 4. The Departments are advised to document the activities.

#### **Signatures**

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary 🔌 🔻

Mrs. G. Amalredge

Mrs. L. Jenniffer

Mrs. V. Niranjana

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini, G

C. Apochiarani Principal

PRINCIPAL
ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,

Mookandapatii, Sipsot, HOSUR - 635 128, Krishnadiri - Dist.

IQAC Coordinator
IQAC CO-ORD NATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, St. 602
HOSUR-635 128, Kriebnooks . . . .



Circular

04/02.2021

The IQAC meeting will be held on 05.02.2021 at 3.30 p.m. in the IQAC room.

## Agenda:

- 1. Publishing papers
- 2. Common format for documentation
- 3. Checklist for each department

Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. V. Niranjana

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalii, Sipcol
HOSUR-635126, Krishnegtii

HOSUR 635 126

The minutes of the meeting -05.02.2021

- 1. The staff are requested to publish papers and were asked to participate in webinars.
- 2. The documents of all the activities should be submitted on time.
- 3. Common format for documentation to be followed.
- 4. The capacity building programs and other departmental webinars to be completed.
- 5. The reports of all the activities to be submitted for verification in the IQAC room by 13.02.2021.
- 6. The faculty members are advised to create E-Content Videos for teaching Learning.

#### Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge Surales

Mrs. V. Niranjana 🔰 🐧

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN

Mookandapalli, Sipsot HOSUR-635 126, Krishnegiri, Dict.

C Coordinator

HOSUR P

S. A pockiarani Principal

PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS

& SCIENCE FOR WOMEN

Mookandapalli, Sipcol,

HOSUR - 635 126, Krishnagidi-Catt.

The IQAC meeting was convened on 24.04,2021 at 3.30 p.m. in virtual mode.

### Minutes of the Meeting

- 1. Focus on the mental wellness of the students and faculty members.
- 2. Regular online classes will be conducted due to the second wave on covid.
- 3. The report preparation for all the activities of the academic year has to be completed and submitted to IQAC.
- 4. The faculty members are advised to publish papers in journals and conferences.

### Signatures

Mrs. N. Vadivu

N. Nom

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. V. Niranjana 🔌 🗥

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

O. Khun

OAC Coordinator

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOLL
Mookandapalil, E.
HOSUR-635 128, Krishtlen E.

GOT ARTS

Principal
PRINCIPAL
ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WITTEN

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#### 05/07/2021

The IQAC meeting was convened on 05.07.2021 at 3.00 p.m. in Google meet. Agenda.

1. IQAC Webinar

## Minutes of the Meeting

- IQAC will be organizing a webinar on 10/07/2021 on "NAAC- Pathway to Excellence".
- The Resource person for the webinar is Mr. Vadamalai, IQAC Coordinator, Don Bosco College, Dharmapuri.
- 3. The duties for the webinar were discussed and assigned.
- 4. The IQAC team will assemble in the college to conduct the webinar.

### Signatures

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. L. Jenniffer

Mrs. G. Amalredge

Mrs. V. Niranjana 🔻

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

C. A Lockias and Principal PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sirem,

Mookandapatii, Si; 1 - 1, HOSUR - 835 126, Krishney - 1, 11

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOWLL
Mookandapalli, Sipost
HOSUR-635 126, Krishnagiris, S.



#### Circular

#### 17.08.2021

The IQAC meeting will be held on 18.08.2021 at 3.45 p.m. in the IQAC room.

### Agenda:

- 1. Organizing a webinar.
- 2. Discussion on organizing FDP
- 3. Inflibnet access

### **Signatures**

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLECT
ARTS & SCIENCE FOR WOSE Mookandapalli, Sipcol

HOSUR-635 126, Krishnagiri-Dist

OF LANGE SC.

### Minutes of the Meeting - 18.08.2021

- 1. The IQAC will be organizing a webinar on 31/08/2021 on "Role of IQAC in Quality Assurance"
- 2. Dr. K. Sumathi, Associate Professor and Head, Department of Mathematics, PSGR Krishnammal College for Women, Peelamedu, Coimbatore, will be the Resource
- 3. The duties were assigned to organize the webinar.
- 4. The discussions on organizing FDP for faculty members was done.
- 5. The FDP for Teaching members will be conducted on the topic "Implementing active learning strategies in Higher Education" from 03/09/2021 to 09/09/2021.
- 6. The FDP for non-teaching staff will be conducted on the topic "Mindful Faculty Empowerment". The FDP will be on Yoga classes. Mrs. Bhuvaneswari, M.A. Yoga, Trainer will be conducting the Yoga class.
- 7. The faculty members were advised to login to inflibnet to access the e-resourses.

**Signatures** 

Mrs. N. Vadivu

Mrs. A. Viyani Jenita Mary

Mrs. G. Amalredge

Mrs. L. Jenniffer

Mrs. V. Niranjana 💜

Mrs. T. Mahalakshmi

Ms. U. Monisha

Mrs. Aswini.G

**Principal** 

PRINCIPAL ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcet, HOSUR - 635 126, Krishnagiri - Dist.

ST. JOSEPH'S COLLEGE OF arts & science for women Mookandapalli, Sipcol HOSUR-635 126, Krishnagiri-Dist.

Circular

17/11/2021

The IQAC meeting will be held on 18.11.2021 at 3.45 p.m. in the IQAC room.

### Agenda:

- 1. The regular activities of the departments, committees, and clubs to be completed on time.
- 2. Highlights of the criteria to be explained clearly.
- 3. Geotagged photos.

#### Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana 🔻

6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE
ARTS & SCIENCE FOR WOLL I
Mookandapalli, Sipcoi
HOSUR-635 126, Krishnagiri-L. II

#### The minutes of the meeting -18.11.2021

- 1. The result analysis and feedback analysis are to be checked.
- 2. The highlights of every criterion are to be explained clearly to the faculty members.
- 3. The photographs in the documents should be geotagged.
- 4. The reports of all the activities are to be filed with proper documentation.
- 5. The faculty members are advised to focus on the publication of papers and books.
- 6. The departments should focus on organizing the research-oriented activities.
- 7. The departments are encouraged to conduct the capacity development programmes.
- 8. The placement cell will be encouraged to organize training for the students.

### Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary V

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana N

6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

Principal

ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN

Mookandapalli, Sipcot, HOSUR - 635 128, Krishnagiri - Dist.

IQAC C2-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipoot
HOSUR-635 126, Krishnagiri-Dist.



Circular

02/03/2022

The IQAC meeting will be held on 03.03.2022 at 3.50 p.m. in the IQAC room.

### Agenda:

- 1. Documentation
- 2. Library usage and other department activities workshops, seminars, conferences
- 3. Two activities under every MoU signed.
- 4. Segregation of waste through two dustbins.

## Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana 🔰 🔊

6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

ARTS & SCIENCE FOR Mookandapalli, Sipe

HOSUR-635 126, Krishnagh,

### The minutes of the meeting -03/03/2022

- 1. Documentation of the works to be submitted in IQAC.
- 2. The staff are advised to increase the Library usage and other department activities workshops, seminars, conferences should be organised.
- 3. Field visit, capacity development, bridge courses and certificate courses to be conducted.
- 4. Two activities under every MoU signed.
- 5. The Segregation of waste through two dustbins will be done in the campus.
- 6. The HOD's will be asked to submit the report of the activities of the previous semester.

## Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Vlyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge duralesolge - G

5. Mrs. V. Niranjana 💜

6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

Co. Apockiarani

Principal

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& SCIENCE FOR VI LA

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IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
Mookandapalli, Sipcot
HOSUR-635 126, Krishnagiri-Dist.



Circular

25/05/22

Dear Faculty members,

The academic audit will be held on 10/06/22. Keep all the files prepared in the departments for auditing.

ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot HOSUR-635 126, Krishnagiri-Dist.

S.No	Name of the Department	Signature
1	English	(Duy)
2	Tamil	P. Englin
3	Business Administration	C. Moght
4	Computer Science	
5	Commerce	Loenarley
6	Mathematics	ALL P
7	Biotechnology	Diffee Chroni
8	Physics	M. Rudani
9	Chemistry	G. C. Sharpfen
10	Nutrition and Dietetics	Moni. Py
11	NSS	D. BL 1 60- 23m
12	YRC	И
13	RRC	0,18
14	Placement	2
15	Physical Education	m
16	Fine arts committee	C · A ' (90)



Circular

16/06/2022

The IQAC meeting will be held on 17.06.2022 at 3.30 p.m. in the IQAC room.

### Agenda:

- 1. Outreach and Extension activity
- 2. Industrial visits
- 3. Result analysis and feedback analysis
- 4. Lesson plan, Question Bank, e-Content
- 5. Audit report discussion

## Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana 6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini.G

ST. JOSEPH'S COLLEGE ARTS & SCIENCE FOR WOM Mookandapalli, Sipcot HOSUR-635 126, Krishnagiri ...

## The minutes of the meeting -17.06.2022

- 1. Outreach and Extension activities are to be segregated.
- 2. The science departments are instructed to go for Industrial visits and Arts to Library visits in the next academic year.
- 3. Result analysis and feedback analysis are to be submitted at the beginning and the end of a semester.
- 4. Lesson plan should be created with effective teaching strategies for the next academic year.
- 5. The types of question banks have to be circulated among the students.
- 6. Faculty members are advised to create more e- contents.
- 7. The audit reports of all the departments and committees were discussed.
- 8. The areas of improvement were discussed.
- 9. The faculty members are advised to focus on UGC publications and Book publications.

#### Signatures

1. Mrs. N. Vadivu

2. Mrs. A. Viyani Jenita Mary

3. Mrs. L. Jenniffer

4. Mrs. G. Amalredge

5. Mrs. V. Niranjana

6. Mrs. T. Mahalakshmi

7. Ms. U. Monisha

8. Mrs. Aswini, G

C. A Kackiaran Principal

PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOLLAN
Mookandapalli, Sipcot,
HOSUR-635 126, Krishnagar-Dist.

IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOLDLI

Mookandapalii, Stpeot HOSUR-635 126, Krishnagiri-Dist.

#### Academic Year 2022 to 2023

## **IQAC Meeting Circular**

#### 1/8/22

A meeting of the IQAC is scheduled on 2/8/22 at 3:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

### Agenda of the Meeting:

- Discussion on the plan for the Academic Year.
- Status of the document completion of the previous academic year.
- Criteria-wise discussion on the preparedness for the NAAC Accreditation process.

ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli. Sincot

S.No	Name of the Member	HOS Sighature, Eristmagiri-Dist	
1	Mrs. N. Vadivu		
	Assistant Professor of Commerce	N. Harris	
2	Mrs. A. Viyani Jenita Mary		
	Assistant Professor of Commerce	Vide	
3	Dr. L. Jenniffer	STILL C	
	Assistant Professor of English	Jie II.	
4	Mrs. V. Niranjana	11000	
	Assistant Professor of Computer Science	1.2	
5	Mrs. G. Amalredge	0 0 0	
	Assistant Professor of Computer Science	Qualledge 9	
6	Mrs. T. Mahalakshmi	TT. AAM O'	
	Assistant Professor of Mathematics	1.000	
7	Ms. U. Monisha	Al Maria	
	Assistant Professor of English	O. Mas	
8	Mrs. Aswini.G	\ \Q\ \ci	
	Assistant Professor of Computer Science	M. Exm	



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Mookandapalli, Sign in

HOSUR - 635 126, Krishnug.

### Minutes of the Meeting -2/8/22

- The meeting started with a silent prayer.
- The IQAC coordinator welcomed the members to the new academic year.
- Discussion on the preparation of the annual plan of the IQAC was done.
- Discussion was made to conduct the FDP for the faculties.
- Discussed the measures to improve the publications of the faculty members.
- · A discussion on improving the teaching methodologies was done.
- Preparation of the lecture notes and question bank for the newly added subjects in the syllabus has to be completed.
- The FDP for the Non-Teaching faculty started on 1/8/22 by the Nutrition department.
- Discussed the status of the submission of the documents of the previous academic year. The documents have to be submitted by the end of September.
- Criteria members discussed their preparedness for SSR submission. Each member explained the progress of the work in their respective criteria.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	111
	IQAC Coordinator	(Infresher)
2	Mrs. N. Vadivu	A de la constante de la consta
	Assistant Professor of Commerce	W. Arzel
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	nid
4	Dr. L. Jenniffer	11.0
	Assistant Professor of English	JAIN
5	Mrs. V. Niranjana	NAT
	Assistant Professor of Computer Science	1.10
6	Mrs. G. Amalredge	1 1000000
	Assistant Professor of Computer Science	duality
7	Mrs. T. Mahalakshmi	T- MW i
	Assistant Professor of Mathematics	3-100-01
8	Ms. U. Monisha	A. M. 1
	Assistant Professor of English	O. Wins
9	Mrs. Aswini.G	1 0 =
	Assistant Professor of Computer Science	1 Dono



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& SCIENCE FOR WC1 LN
Mookandapalli, Sipeot,
HOSUR - 635 126, Krishnagiri-Dist.

### **IQAC Meeting Circular**

#### 1/9/22

A meeting of the IQAC is scheduled on 2/9/22 at 12:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

## Agenda of the Meeting:

- Discussion on the feedback analysis.
- Registration of all the faculty members in Vidwaan.
- Discussion on conducting various programs by the departments for the current academic year.

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S.No	Name of the Member	Signature
1	Mrs. N. Vadivu	
	Assistant Professor of Commerce	K. Kins
2	Mrs. A. Viyani Jenita Mary	7-7
	Assistant Professor of Commerce	15.9
3	Dr. L. Jenniffer	1100
	Assistant Professor of English	1140
4	Mrs. V. Niranjana	VINI
	Assistant Professor of Computer Science	4.10
5	Mrs. G. Amalredge	1 leader Co
	Assistant Professor of Computer Science	duality 9
6	Mrs. T. Mahalakshmi	T mal i
	Assistant Professor of Mathematics	) 1
7	Ms. U. Monisha	H M.S. A
	Assistant Professor of English	U. "MA
8	Mrs. Aswini.G	1 00 = "
	Assistant Professor of Computer Science	A Dom

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ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapaili, Signet,
HOSUR - 635 126, Krisheagar - Diok

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting - 2/9/22

- The meeting started with a silent prayer.
- The analysis of the student feedback of the previous academic year was carried out. The scope for improvement in the teaching learning process was discussed.
- The IQAC coordinator explained about the vidwaan portal. It was decided that all the faculty members need to update their profile in the vidwaan portal.
- The faculty members have to focus on improving the performance of the slow learners.
- Usage of technology in teaching has to be increased.
- Update the staff profile in the department. Also submit the updated profile to the IQAC team for uploading in the website.
- The reports of all the activities conducted in various departments and cells have to be submitted in the IQAC room for summarizing the activities of the previous academic year.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	( ) Jul 1
	IQAC Coordinator	(flamstold)
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	W. Mary
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	My
4	Dr. L. Jenniffer	1.11.
	Assistant Professor of English	OWIT.
5	Mrs. V. Niranjana	11 xxxx
	Assistant Professor of Computer Science	4.10
6	Mrs. G. Amalredge	1 hader G
	Assistant Professor of Computer Science	Quality
7	Mrs. T. Mahalakshmi	T. Mary
	Assistant Professor of Mathematics	)
8	Ms. U. Monisha	D. M. S. A
	Assistant Professor of English	Me
9	Mrs. Aswini.G	1 01 =5
	Assistant Professor of Computer Science	H 100mm

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& SCIENCE FOR WOMEN
For handapalli, Singot,
POSCR-535 125, Krishnagiri-Dist.

#### Circular

#### 03/09/2022

#### Dear Faculty members,

You are requested to submit all the documentation of the department activities of the academic year 2021 to 2022 for verification to the IQAC coordinator on or before 6/10/2022. The documents should be submitted as per the format given by the IQAC. We request the head of the department to convey to all the coordinators of various clubs, associations, and cells in your respective departments about the submission of their respective cells.

S.No	Name of the Department	Signature
1	English	Dunte.
2	Tamil	D.878 Li
3	Business Administration	C. MOSIAT
4	Computer Science	
5	Commerce	Leevady
6	Mathematics	***
7	Biotechnology	Dither Chan's
8	Physics	M. Rashari
9	Chemistry	C. G. Scripter.
10	Nutrition and Dietetics	Moni M
11	Physical Education	m gre
12	NSS	D.B. f. Ped. Im
13	YRC	И.
14	RRC	ONS



#### **IQAC Meeting Circular**

6/10/22

A meeting of the IQAC is scheduled on 7/10/22 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

#### Agenda of the Meeting:

- Discussion on the status of the report submission of the previous academic year.
- Discussion on Book Publication.
- IPR & copyrights

ARTS & SCIENCE FOR WOMEN
Mookandapa

S.No	Name of the Member	Signature
1	Mrs. N. Vadivu	11/2
	Assistant Professor of Commerce	N. Vina
2	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	My day
3	Dr. L. Jenniffer	ال ال
	Assistant Professor of English	JAIL
4	Mrs. V. Niranjana	N. T
	Assistant Professor of Computer Science	ViP
5	Mrs. G. Amalredge	1 leader c
	Assistant Professor of Computer Science	dinatter
6	Mrs. T. Mahalakshmi	T. Mari
	Assistant Professor of Mathematics	1
7	Ms. U. Monisha	D. M.S. A
	Assistant Professor of English	O' NATES
8	Mrs. Aswini.G	N D1 -
	Assistant Professor of Computer Science	H. Om



PRINCIPAL

ST. JOSEPH'S COLLEGE OF ARTS

& SCIENCE FOR WOMEN

Prohandepails, Sipcot,

123, Krishnagiri-Dist.

#### Minutes of the Meeting - 7/10/22

- The meeting started with a silent prayer.
- The status of the document submission by various departments was analysed and it was
  decided to summarize the data for SSR.
- Discussed on book publications by the faculty members. It was decided that all the faculty members have to concentrate on publishing books, either individually or as a team.
- The faculty members will be instructed to apply for patents and copyrights in their respected domains.
- It was recommended that the faculty members who have completed PhD need to apply patent for the Ph.D. thesis
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	
	IQAC Coordinator	( ) soft is the of
2	Mrs. N. Vadivu	No Show I
	Assistant Professor of Commerce	14. Ass.
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	N. J.
4	Dr. L. Jenniffer	-1.11.0°C
	Assistant Professor of English	
5	Mrs. V. Niranjana	1 NH
	Assistant Professor of Computer Science	1.1
6	Mrs. G. Amalredge	A On C
	Assistant Professor of Computer Science	duallege
7	Mrs. T. Mahalakshmi	T. Maly
	Assistant Professor of Mathematics	,
8	Ms. U. Monisha	D. Maria
	Assistant Professor of English	or ryver
9	Mrs. Aswini.G	1 101 -
	Assistant Professor of Computer Science	Hom



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ST. JOSEPH'S COLLEGE OF ARTS

& SCIENCE FOR WOLLD

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HOSUR-635 126, Krishaughtensch

#### **IQAC Meeting Circular**

#### 30/10/22

A meeting of the IQAC is scheduled on 1/11/22 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

#### Agenda of the Meeting:

Discussion about the Faculty Development Program

FOAC Coordinator LABOR OF ARTS & SCIENCE FOR WOMEN Mookandapalli. Giscot HOSUR-635 126, Krishnug Ji. Diot

S.No Name of the Member Signature Mrs. N. Vadivu 1 Assistant Professor of Commerce 2 Mrs. A. Viyani Jenita Mary **Assistant Professor of Commerce** 3 Dr. L. Jenniffer Assistant Professor of English 4 Mrs. V. Niranjana Assistant Professor of Computer Science 5 Mrs. G. Amalredge Assistant Professor of Computer Science Mrs. T. Mahalakshmi 6 **Assistant Professor of Mathematics** 7 Ms. U. Monisha Assistant Professor of English Mrs. Aswini.G 8 Assistant Professor of Computer Science

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ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,
HOSUR-635 126, Krishnagki-Diet.

#### Minutes of the Meeting -1/11/22

- · The meeting started with a silent prayer.
- Discussion on organizing FDP for the faculty members was carried out.
- The FDP will be on "Role of Research publications and Initiatives in EContent towards academic performance".
- The FDP will be planned for 5 days. 16/11/22 to 20/11/22.
- First four days will be offline and the last day will be online mode.
- The resource persons for the FDP were finalized.
- The duty allocation for organizing the FDP was discussed.
- The First day of the FDP will be organized by the commerce department. The other 4 days will be organized by the IQAC.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature A
1	Dr. Dhina Suresh	(111) a still of
	IQAC Coordinator	mansfrik 1
2	Mrs. N. Vadivu	No. 1 11 To
	Assistant Professor of Commerce	1. Name
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	1.9-
4	Dr. L. Jenniffer	The
	Assistant Professor of English	1000
5	Mrs. V. Niranjana	N. M. F
	Assistant Professor of Computer Science	1.10.
6	Mrs. G. Amalredge	N No. Oos G
	Assistant Professor of Computer Science	Qualter
7	Mrs. T. Mahalakshmi	i have To
	Assistant Professor of Mathematics	1.1000
8	Ms. U. Monisha	11. M. 11
	Assistant Professor of English	The state of the s
9	Mrs. Aswini.G	10 Q -1
	Assistant Professor of Computer Science	J. Dam



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ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandepalli, Sippet,
HOSUR-633 rau, Krisanagi... \*\* t.

Circular

10/11/2022

Dear Faculty members,

IQAC is organizing a FDP on "Role of Research publications and Initiatives in EContent towards academic performance" from 16/11/22 to 20/11/22. The invitation for the FDP has been forwarded. We request all the faculty members to attend the FDP.

S.No	Name of the Department	Signature
1	English	(x)uny
2	Tamil	Parker
3	Business Administration	C. Maglif
·4	Computer Science	7.0
5	Commerce	degard
6	Mathematics	***
7	Biotechnology	D. Pullar
8	Physics	M. Rashmi
9	Chemistry	Ci.li. Shappy
10	Nutrition and Dietetics	Moni. M
11	Physical Education	15 he



#### **IQAC** Meeting Circular

#### 29/11/22

A meeting of the IQAC is scheduled on 30/11/22 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

### Agenda of the Meeting:

- Effective usage of the ICT tools
- Details of E- Content prepared by faculty members.
- Syllabus completion and preparation for semester exams.

IQAC Coordinator

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	ANT I
	IQAC Coordinator	( Johnson )
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N. Van
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	Vi Game
4	Dr. L. Jenniffer	TN.T
	Assistant Professor of English	)x[[~
5	Mrs. V. Niranjana	100
	Assistant Professor of Computer Science	N. D.
6	Mrs. G. Amalredge	1 1 000 6
	Assistant Professor of Computer Science	dualeage
7	Mrs. T. Mahalakshmi	C LAND
	Assistant Professor of Mathematics	1.10000
8	Ms. U. Monisha	11 M = 1
	Assistant Professor of English	0. 1/1/2
9	Mrs. Aswini.G	00 =
	Assistant Professor of Computer Science	I White

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ST. JOSEPH'S COLLEGE OF ARTS
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,
HOSUR-635 126, Krishnagiri-Dist.

#### Minutes of the Meeting - 30/11/22

- The meeting started with a silent prayer.
- Discussion on the usage of ICT tools for teaching learning process was carried out. Decision on effective usage of ICT tools was made.
- The E-Contents prepared by the faculty members have to be submitted to the IQAC for verification before uploading to the YouTube channel.
- The status of the syllabus completion was discussed. Preparation for the university exams need to be started.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature,
1	Dr. Dhina Suresh	-11
	IQAC Coordinator	Mountain
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N. Km
3	Mrs. A. Viyani Jenita Mary	1
	Assistant Professor of Commerce	Nid
4	Dr. L. Jenniffer	an.l
	Assistant Professor of English	المالة
5	Mrs. V. Niranjana	
	Assistant Professor of Computer Science	1.10
6	Mrs. G. Amalredge	1 0 0 %
	Assistant Professor of Computer Science	qualeage 9
7	Mrs. T. Mahalakshmi	T. Mah
	Assistant Professor of Mathematics	1.1.00
8	Ms. U. Monisha	H. M. A
	Assistant Professor of English	o ma
9 ·	Mrs. Aswini.G	1 01-1
	Assistant Professor of Computer Science	A. Dam

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Mookandapalli, Sipcet,
HOSUR-635 126, Krishnagiri-Dist.

### **IQAC** Meeting Circular

#### 10/1/23

A meeting of the IQAC is scheduled on 11/1/23 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

#### Agenda of the Meeting:

- NAAC accreditation preparation criteria wise discussion.
- Submission of the half yearly (22 to 23 Odd Semester) documents to the IQAC.

S.No	Name of the Member	HOSUR Signature
1	Dr. Dhina Suresh	Signature
	IQAC Coordinator	(Whitemood)
2	Mrs. N. Vadivu	1911
	Assistant Professor of Commerce	N. Kan
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	nid=
4	Dr. L. Jenniffer	الحال ا
	Assistant Professor of English	
5	Mrs. V. Niranjana	4
	Assistant Professor of Computer Science	N.M.
6	Mrs. G. Amalredge	1 1 1
	Assistant Professor of Computer Science	Quality !
7	Mrs. T. Mahalakshmi	
	Assistant Professor of Mathematics	) - 10000
8	Ms. U. Monisha	II M S /
	Assistant Professor of English	V. hus
9	Mrs. Aswini.G	1 0 -:
	Assistant Professor of Computer Science	1. Dom



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ST. JOSEPH'S COLLEGE OF AR. 3
& SCIENCE FOR WOMEN
Mookandapalli, Sipcot,
HOSUR - 635 126, Krishnagiri - Dist.

#### Minutes of the Meeting - 11/1/23

- The meeting started with a silent prayer.
- The criteria members updated on the completion of the qualitative metrics of their respective criteria.
- It was decided that the reports of the activities of the previous semester (2022 to 2023 Odd Semester) need to be submitted in the NAAC room for verification. The documents have to be checked by the respective criteria members.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh IQAC Coordinator	Juffunder
2	Mrs. N. Vadivu Assistant Professor of Commerce	N. Van
3	Mrs. A. Viyani Jenita Mary Assistant Professor of Commerce	Vi-Pri
4	Dr. L. Jenniffer Assistant Professor of English	TAIL
5	Mrs. V. Niranjana Assistant Professor of Computer Science	W. M.Je
6	Mrs. G. Amalredge Assistant Professor of Computer Science	Suralredge 4
7	Mrs. T. Mahalakshmi Assistant Professor of Mathematics	T-mali
8	Ms. U. Monisha Assistant Professor of English	U. Mind
9	Mrs. Aswini.G Assistant Professor of Computer Science	1. Div



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### **IQAC Meeting Circular**

#### 27/1/23

A meeting of the IQAC is scheduled on 28/1/23 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

### Agenda of the Meeting:

Discussion on conducting the Value added course on IoT

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ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
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S.No	Name of the Member	St
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	Dr. Dhina Suresh	( ) when the
	IQAC Coordinator	(Hodonstrate
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N. Mores
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	N. James
4	Dr. L. Jenniffer	-M.C
	Assistant Professor of English	JA: IM
5	Mrs. V. Niranjana	
	Assistant Professor of Computer Science	1.0
6	Mrs. G. Amalredge	1 0 00 00
	Assistant Professor of Computer Science	Smalledge
7	Mrs. T. Mahalakshmi	TT. M. i
	Assistant Professor of Mathematics	1 1000
8	Ms. U. Monisha	H M C 1
	Assistant Professor of English	o. Mas
9	Mrs. Aswini.G	1 00 -
	Assistant Professor of Computer Science	11. Dhm



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HOSUR - 635 128, Krishnagiri - Dist.

#### Minutes of the Meeting -28/1/23

- The meeting started with a silent prayer.
- Discussion on conducting a Value-Added Course on IoT was done.
- IoT value added course was planned for the students of Mathematics and computer science.
- Discussion on the syllabus, date of the course and duration was carried out.
- The duties for organizing the value-added course were allocated.
- Syllabus will be framed by Dr. Dhina Suresh.
- Brochure and report will be prepared by Mrs. Niranjana.
- · Certificate generation by Mrs shobana Priya.
- Attendance will be maintained by Mrs. G. Amalredge.
- At the end of the course the students will prepare a project on IoT.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature ,
1	Dr. Dhina Suresh	( +th
	IQAC Coordinator	( Morrishman)
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	V. Vinno
3	Mrs. A. Viyani Jenita Mary	^
	Assistant Professor of Commerce	Vig
4	Dr. L. Jenniffer	11/2
	Assistant Professor of English	Julia
5	Mrs. V. Niranjana	9
	Assistant Professor of Computer Science	V.N
6	Mrs. G. Amalredge	1 1 0 = 6
	Assistant Professor of Computer Science	Smalledy
7	Mrs. T. Mahalakshmi	Time!
	Assistant Professor of Mathematics	1 100001
8	Ms. U. Monisha	11 M F 1
	Assistant Professor of English	o. , vivi
9	Mrs. Aswini,G	1 00 -
	Assistant Professor of Computer Science	h. Dom

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& SCIENCE FOR WOMEN

Mookandapalli, Sipcot,

HOSUR-635 126, Krishnagiri-Dist.

#### **IQAC Meeting Circular**

#### 20/3/23

A meeting of the IQAC is scheduled on 21/3/23 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

#### Agenda of the Meeting:

 Discussion on the final verification of the criteria documentations for the previous semester. (22 to 23 Odd Semester)

> ST. JOSEPH'S COLLEGE OF ARTS & SCIENCE FOR WOMEN Mookandapalli, Sipcot HOSUR-635 126, Krishnadiri-Dist

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	J. J
	IQAC Coordinator	(Then should
2	Mrs. N. Vadivu	10
	Assistant Professor of Commerce	W. Van
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	Vigan
4	Dr. L. Jenniffer	
	Assistant Professor of English	JA IF
5	Mrs. V. Niranjana	2
	Assistant Professor of Computer Science	1.00
6	Mrs. G. Amalredge	0 0 0 1
	Assistant Professor of Computer Science	dualledge 9
7	Mrs. T. Mahalakshmi	i hered i
	Assistant Professor of Mathematics	1.1000
8	Ms. U. Monisha	11. Mr. 1
	Assistant Professor of English	O. Ma
9	Mrs. Aswini.G	100
	Assistant Professor of Computer Science	M. Dom

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& SCIENCE FOR WOMEN

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HOSUR-635 126, Krishnagiri-Dist.

#### Minutes of the Meeting -21/3/23

- The meeting started with a silent prayer.
- Discussion on the final verification of the criteria documentations for the previous semester (22 to 23 Odd Semester) was carried out.
- The metrics for each criterion was analysed with the help of the data collected on various activities.
- Discussion on the accreditation process was carried out. The areas for improvements were noted and this will be rectified in the upcoming year.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature
1	Dr. Dhina Suresh	
	IQAC Coordinator	(Mohney My)
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N, Han
3	Mrs. A. Viyani Jenita Mary	-034.
	Assistant Professor of Commerce	Vige
4	Dr. L. Jenniffer	-Tille
	Assistant Professor of English	
5	Mrs. V. Niranjana	***************************************
	Assistant Professor of Computer Science	1.10
6	Mrs. G. Amalredge	1 1 1
	Assistant Professor of Computer Science	dualeege
7	Mrs. T. Mahalakshmi	T-mal i
	Assistant Professor of Mathematics	, , , ,
8	Ms. U. Monisha	H. Mar A
	Assistant Professor of English	a. Mass
9	Mrs. Aswini.G	1 000
	Assistant Professor of Computer Science	1. 12 Jun



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Circular

27/04/2023

Dear Faculty members,

The academic audit will be held on 04/05/23. Keep all the files prepared in the departments for auditing.

ICAC CO-ORDINATOR
IQAC CO-ORDINATOR
ST. JOSEPH'S COLLEGE OF
ARTS & SCIENCE FOR WOMEN
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S.No	Name of the Department	NOSUR-635 126, Arishnagun Biat. Signature
1	English	Dur
2	Tamil	Pranch
3	Business Administration	C. Magir
4	Computer Science	
5	Commerce	Jeegard
6	Mathematics	
7	Biotechnology	D. Pher 16 -
8	Physics	Tigrany
9	Chemistry	C. G. Sampla.
10	Nutrition and Dietetics	This TX
11	NSS	D. BL J. Co. Bm.
12	YRC	No.
13	RRC	ONS
14	Piacement	0/9
15	Physical Education	16
16	Fine arts committee	C.A. G.



### **IQAC Meeting Circular**

3/5/23

A meeting of the IQAC is scheduled on 5/5/23 at 03:30 p.m. in the IQAC room. All the Members of the IQAC are requested to attend the meeting on time.

### Agenda of the Meeting:

- Discussion of the activities at the year-end.
- Syllabus completion and revision status.
- Report submission.
- Faculty publications.
- Discussion on the audit report.

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S.No	Name of the Marchant	
13:140	Name of the Member	Signature
1	Dr. Dhina Suresh	
	IQAC Coordinator	Homen
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N. Kon
3	Mrs. A. Viyani Jenita Mary	
	Assistant Professor of Commerce	My
4	Dr. L. Jenniffer	The
	Assistant Professor of English	)x(1)
5	Mrs. V. Niranjana	11 21
	Assistant Professor of Computer Science	1.0-
6	Mrs. G. Amalredge	1 1 1 1
	Assistant Professor of Computer Science	amaleoge y
7	Mrs. T. Mahalakshmi	To be all
	Assistant Professor of Mathematics	1-10000
8	Ms. U. Monisha	A. M.
	Assistant Professor of English	U. "Num
9	Mrs. Aswini.G	1 00 -1
	Assistant Professor of Computer Science	[]. Down



#### Minutes of the Meeting -5/5/23

- The meeting started with a silent prayer.
- The status of syllabus completion and revision was discussed.
- The reports on the extension activities, field visits, and other department activities need to be submitted to the IQAC.
- The audit report was discussed and the areas of improvement in each department were discussed.
- The faculty members have to concentrate on publishing the books. There were only a few publications in the academic year by the faculty members. This has to be improved.
- The meeting ended with a silent prayer.

S.No	Name of the Member	Signature,
1	Dr. Dhina Suresh	The Head
	IQAC Coordinator	(Honomany)
2	Mrs. N. Vadivu	
	Assistant Professor of Commerce	N. Visa
3	Mrs. A. Viyani Jenita Mary	مند لازر
	Assistant Professor of Commerce	0.7
4	Dr. L. Jenniffer	11.0
	Assistant Professor of English	)V//v
5	Mrs. V. Niranjana	
	Assistant Professor of Computer Science	1.10
6	Mrs. G. Amalredge	1 10 Par Ce
	Assistant Professor of Computer Science	Quelleges
7	Mrs. T. Mahalakshmi	- T. a. A
	Assistant Professor of Mathematics	) "
8	Ms. U. Monisha	H M C. A
	Assistant Professor of English	0. MWS
9	Mrs. Aswini.G	100-
	Assistant Professor of Computer Science	1.60



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