

ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

ACADEMIC YEAR 2021-2022



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 2(h) of the UGC Act 1956,

Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade

10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/01

DATE: 03.07.2021

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in Room L03 on 03.07.2021 at 11.00 p.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action plan of IQAC for 21-22
2. CCP/ FDP/certificate courses/ Training Programs
3. AQAR prep – Revised regulation
4. Internal Audit – Files
5. Grievance Redressal cell & Cultural committee
6. VAC & Mini Projects
7. Programs to be recorded & documented

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Aarthy | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 03.07.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Action plan for 2021- 2022 was drafted by the members of the IQAC
2. Resolved to conduct Career counselling programs for the students periodically to ascertain whether they have sorted out their priorities pertaining to their careers.
3. Resolved that FDP/ PDP research topics shall be drafted with utmost care for faculty and research scholars
4. For Documentation purpose, department-wise division of IQAC team was done to ensure all documents are collected and verified on time.
5. Resolved to prepare and organise documents for AQAR 2021 2022. Particular focus to be given to the revised regulation of AQAR.
6. NSS /YRC/ RRC /UBA /ALUMNI /NDLI Entrepreneur Development Cell /Training and Placement Cell shall be asked to submit Action plan for 2021 2022.
7. Scholarship - New options to be explored
8. Training program for faculty and students to be conducted on NET/SET /TNPSC /Tally/ Tailoring and any other possible VAC can be included if required.
9. Resolved to conduct Internal and external audit for 2020- 2021, which was postponed more than once due to Covid 19 Lockdown last year, at the earliest.
10. Resolved to conduct Certificate courses- DMLT / Office Automation for students, teaching and non-teaching staff.
11. Resolved to induct a new faculty as Grievance cell coordinator for this year.
12. Resolved to conduct an initiation program for Admin staff and new faculty recruited this year.
13. The new list of Files for internal audit with content and year segregation is to be sent for review and approval to the Principal.
14. Resolved to focus on research oriented programs.
15. Programs to be aired live on YouTube and tackle issues pertaining to recording them.
16. Research coordinator is to be focused on looking in to Mini projects - For faculty

17. Mini projects for students -certificate courses and mark based seminars to be conducted on a regular basis.
18. A new Physical directress needs to be brought in to help hone the skills of the students proficient in sports and physical activities.
19. VAC –Beautician, Tailoring, Hand craft, Event management, cooking to be introduced/ reintroduced this year.
20. Library, sports, department activities and seminar (second and third year students to be occupied in the sixth hour)
21. Proposed EVS project submission for the first year students.
22. Resolved to conduct 2 workshops per year – tech- based and research -based
23. Resolved to make the Cultural committee & sports committee superactive this year
24. SDP internships and other options while doing degree (part time jobs)
25. Possible new recruits for IQAC Ms. Hajira and Ms. Umadevi

COORDINATOR

INTERNAL QUALITY ASSURANCE CELL

PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting held on 03.07.2021

- Programs were conducted following the Action plan prepared by the IQAC at the beginning of the year.
- Documentation of all the associated activities – curricular and non-curricular were revised for easier auditing.
- Some of the committees were reconstituted.
- Value Added Course on “Basic Accounting and Tally with Naandi Foundation Sponsored by Mahindra Pride Classroom from 9.3.2022 to 16.3.2022.
- A Value Added Course Basics in sewing was conducted from 04-02-2022 to 26-02-2022 at Interior Design Studio lab for the Teaching Faculty.
- Tally Certificate course as a Value Added Course from 06.05.22 to 20.05.22.



M. ARSHIYA TAREANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,

Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade

10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/02

DATE: 26.07.21

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in RoomM25 on 26.07.21 at 11.30 AM. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action Taken Report
2. Action plan of IQAC for 21-22
3. CCP/ FDP/ certificate courses/ Training Programs
4. AQAR prep – Revised regulation
5. Internal Audit – Files
6. Grievance Redressal cell & Cultural committee
7. VAC & Mini Projects
8. RI & MI Forum
9. Cultural & Sports committee
10. 2nd & 3rd years 6th hour schedule
11. 11.08.21 – Workshop - Troubleshooting Teams

Members present

ADVISOR

PRINCIPAL

IQAC TEAM

ALL THE TEACHING STAFF

Minutes of the Meeting - 26.07.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Action taken report for the previous meeting held on 03.07.2021.
2. Action plan of all the departments were collected for 21-22.
3. Resolved to conduct Career Counselling Programs/ Faculty Development Programs/ certificate courses/ Training Programs.
4. Revised regulation for AQAR 20-21 is to be looked into and the changes need to be communicated to all stakeholders.
5. Files for Internal Audit were approved and shared with all the faculty members.
6. Ms. Kalpana, Ms. Kanimozhi, Ms. Tanveera Sultana and Dr. Ragamath Bee volunteered to coordinate the responsibilities of Grievance Redressal cell & Ms. Shaziya Saqulain, Ms. Annapoorani and Dr. Deepa C. were to continue to oversee the activities of the Cultural committee.
7. Proposals were invited for conducting Value Added Courses & Mini Projects from all the departments.
8. Resolved to reinstitute Religious & Moral instructions forum from this year.
9. The committees for Culturals & Sports are to be reconstituted and action plan for the same to be submitted to the IQAC before 5.8.21.
10. Due to the inclusion of Professional English course for the First year students, 2nd & 3rd years 6th hour schedule are to be utilized to conduct seminars or projects and in the case of those pursuing MOOCs to access their classes from the computers and wi-fi available in the college.
11. Resolved to organize a Workshop on Troubleshooting Teams on 11.08.21 with Dr. Kavitha, Principal, Al-Huda Matriculation School, Vaniyambadi as resource person for all the Faculty members at Room M03 - Islamiah College (A) Campus from 10.30 a.m. - 1.30 p.m.


COORDINATOR

INTERNAL QUALITY ASSURANCE CELL


PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting held on 26.07.2021

- Numerous programs were conducted throughout the year following the Action plan of the IQAC and various clubs and committees.
- Auditors and dates were finalized for the conduct of Audit for the year 2021-2022
- Ms. Kalpana, Ms. Kanimozhi, Ms. Tanveera Sultana and Dr. Ragamath Bee volunteered to coordinate the responsibilities of Grievance Redressal cell & Ms. Shaziya Saqulain, Ms. Annapoorani and Dr. Deepa C. were to continue to oversee the activities of the Cultural committee.
- Proposals received for several value added courses of which three were successfully completed in the year.
- Religious instructions for Muslim girls and Moral guidance for the rest of the students conducted once a week for 50 Minutes
- Students were able to participate in sports and cultural activities within the campus and in various competitions across colleges and universities.
- Workshop on Troubleshooting Teams was organised on 11.08.21 with Dr. Kavitha, Principal, Al-Huda Matriculation School, Vaniyambadi as resource person.



M. ARSHIYAH TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi - 635751, Phone: 04174 - 255266

IWASC/IQAC/2021-2022/03

DATE: 16.08.2021

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC Room on **16.08.2021** at 11.00 a.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Action Plan 2021-2022 for IQAC
3. Recording & Documentation
4. 26.08.21 - FDP - Technological Teaching Tools - Dr. Sridharan A, Professor, School of Business studies and Social Sciences, Christ University, Bengaluru - Online-Seminar Hall - 10.00 - 1.00.

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Aarthy | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Dr. Sadiya Sarvath | Member | |

Minutes of the Meeting - 16.08.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Action taken report for the previous meeting held on 26.07.2021.
2. Action plan of the IQAC is finalised for the year 21-22 and tentative dates and possible candidates for resource persons for the respective programs were brainstormed.
3. Special focus is to given to Career Counsel Programs, Faculty Development Programs, Certificate Courses (introduce new courses apart from existing courses) and Training Programs (for Placement).
4. Resolved to organize a program on Revised regulation of NAAC for AQAR for the faculty members.
5. The final list for files to be maintained by the departments for internal audit is approved by the chairperson.
6. Resolved to reinstate the cultural committee and reconstitute the grievance Redressal committee for the year 21-22.
7. Resolved to encourage heads of the departments to organize value added courses open to the students of other departments and faculty members to send proposals for mini-projects to approved government agencies.
8. Since video recording has become an essential part of program documentation, the IQAC resolved to air all the programs live on YouTube thereby solving the recording and saving files.
9. Resolved to conduct an FDP on 26.08.21 on Technological Teaching Tools with Dr. Sridharan A, Professor, School of Business Studies and Social Sciences, Christ University, Bengaluru – via MS Teams in the Seminar Hall from 10.00 a.m.– 1.00 p.m.



COORDINATOR

INTERNAL QUALITY ASSURANCE CELL



PRINCIPAL

Principal
Islamiyah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting held on 16.08.2021

- Numerous programs were conducted throughout the year following the Action plan of the IQAC besides others.
- File Management briefed to all the departments for documenting/auditing purposes.
- Cultural Committee and Redressal Committees besides numerous others were reconstituted.
- Suggestions for VAC were taken up for review by the College Development Council after the proposals passed the initial scrutiny.
- An FDP on Technological Teaching Tools with Dr. Sridharan A, Professor, School of Business Studies and Social Sciences, Christ University, Bengaluru, as resource person was conducted on 26.08.21 via MS Teams in the Seminar Hall from 10.00 a.m.– 1.00 p.m.



M. ARSHIYAH TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/04

DATE: 25.09.2021

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC Room on 25.09.2021 at 11.00 a.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. 29.9.21 – SDP
3. 04.10.21 & 08.10.21 – FDP
4. 11.10.21 – Awareness Program
5. NIRF & AQAR Documentation
6. Mentor Books
7. Any other points for discussion

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Aarthya | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 25.09.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Resolved to conduct a Student Development Program on SDP HONE YOUR SKILLS FOR BETTER CAREER & SUCCESS on 29.9.21 with Mr. Ram K Navratna, HR, Bengaluru, as resource person
2. Resolved to conduct an FDP on PERSONALITY TRAITS FOR TEACHERS on 04.10.21 with Ms. Remya S, Manager, Quality Control and Training, Sri Ramakrishna Hospital, Coimbatore, as resource person.
3. Resolved to conduct an FDP on NAAC Assessment & Accreditation: An Overview on 08.10.21 with Dr. Manimozhi, Assistant Professor of English, Vice Principal & IQAC Coordinator, A.D.M. College for Women (Autonomous), Nagapattinam, as resource person.
4. Resolved to print Mentor books from this year discarding the old practice of documenting mentor-mentee details in files.
5. Resolved to conduct an Awareness Program on FLAG CODE OF INDIA on 11.10.21 with Ms. A. Kalpana, HOD of Zoology, IWASC as resource person.
6. Resolved to complete NIRF data documentation before the end of September. Simultaneously the IQAC team along with the Criterion Heads shall work together to start AQAR documentation.



COORDINATOR

INTERNAL QUALITY ASSURANCE CELL



PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 25.09.2021

- A Student Development Program on SDP HONE YOUR SKILLS FOR BETTER CAREER & SUCCESS on 29.9.21 with Mr. Ram K Navratna, HR, Bengaluru, as resource person
- an FDP on PERSONALITY TRAITS FOR TEACHERS on 04.10.21 with Ms. Remya S, Manager, Quality Control and Training, Sri Ramakrishna Hospital, Coimbatore, as resource person.
- Final Draft of Mentor Books were sent for approval to the Secretary and Advisor.
- an FDP on NAAC Assessment & Accreditation: An Overview on 08.10.21 with Dr. Manimozhi, Assistant Professor of English, Vice Principal & IQAC Coordinator, A.D.M. College for Women (Autonomous), Nagapattinam, as resource person.
- an Awareness Program on FLAG CODE OF INDIA on 11.10.21 with Ms. A. Kalpana, HOD of Zoology, IWASC as resource person.
- Data Collection and verification process underway for NIRF and AQAR 2019-20.



M. ARSHIYAH TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/07

DATE: 12.10.2021

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC on 12.10.2021 at 12.00 p.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Student Development Program
3. 21.10.21 - Seminar at Islamiah College (A)
4. 27.10.21 to 30.10.21 Internal Auditing
5. IPR Awareness program
6. NEP Webinars by NAAC

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Aarthi | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 12.10.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Resolved to conduct a Student Development Program on LEARNING TOOLS FOR BETTER ACQUISITION with Dr. S. Kumar Chandar, Associate Professor, School of Business Studies and Management, Christ (Deemed To Be University), Bengaluru via MS Teams to all the II & III year students of the college on 20.10.21.
2. Resolved to send senior faculty members along with the IQAC Team to attend a One day State Level Seminar on ENHANCING AND SUSTAINING QUALITY IN HEI THROUGH NEW ACCREDITATION FRAMEWORK OF NAAC at Islamiah College (A) on 21.10.21.
3. Resolved to conduct Internal Auditing for 20-21 from 27.10.21 to 30.10.21 with Dr. B. Manjula and Dr. Indra, as Auditing Officers .
4. Resolved to conduct an Awareness Program on INTELLECTUAL PROPERTY RIGHTS on 13.11.21 with Ms. Thenmozhi, Advocate, Coimbatore as resource person via MS Teams
5. Members of the IQAC are directed to take part in an online webinars that are occasionally organised by the NAAC on National Educational Policy via Cisco Webex


COORDINATOR

INTERNAL QUALITY ASSURANCE CELL


PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 12.10.2021

- A Student Development Program on LEARNING TOOLS FOR BETTER ACQUISITION with Dr. S. Kumar Chandar, Associate Professor, School of Business Studies and Management, Christ (Deemed To Be University), Bengaluru via MS Teams to all the II & III year students of the college on 20.10.21.
- Faculty members along with the IQAC Team attended a One day State Level Seminar on ENHANCING AND SUSTAINING QUALITY IN HEI THROUGH NEW ACCREDITATION FRAMEWORK OF NAAC at Islamiah College (A) on 21.10.21.
- Internal Auditing has been scheduled to be conducted for 20-21 from 27.10.21 to 30.10.21 with Dr. B. Manjula and Dr. Indra, as Auditing Officers.
- An Awareness Program on INTELLECTUAL PROPERTY RIGHTS was conducted on 13.11.21 with Ms. Thenmozhi, Advocate, Coimbatore as resource person via MS Teams.
- 6 Members of IQAC attended a Webinar organised by the NAAC on National Educational Policy via Cisco Webex.



M. ARSHIYA TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10. By-Pass Road, Vaniyambadi - 635751; Phone: 04174 - 235266

IWASC/IQAC/2021-2022/08

DATE: 06.12.2021

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC on 06.12.2021 at 2.00 p.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Awareness program Cyber Crime
3. Career Guidance Programs
4. Galaxy Magazine -19-20 & 20-21
5. Any other points

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Lakshmi | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 06.12.2021

The following points were discussed and unanimously resolved by the members in attendance.

1. Resolved to conduct an Awareness program on Cyber Crime with Ms. Prema, Inspector of Police, Crime Branch, Tirupattur on 14.12.21 in the campus for all final year students.
2. Resolved to conduct a Career Guidance Program on Expanding Horizons: Awareness Program on Company Secretaryship on 15.12.21 with Ms. Chitra Anantharaman, ICSI, Chennai, as resource person for all the final UG & PG students.
3. Resolved to conduct a Career Guidance Program on Preparing for Competitive Exams on 17.12.21 with Dr. Sathish, Asst. Professor, Govt. Medical College, Thiruvannamalai for all the final UG & PG students in the seminar hall.
4. Resolved to publish the Galaxy Magazine for both 2019-20 & 2020-21 in one volume as it could not be published in the previous year due to pandemic.


COORDINATOR

INTERNAL QUALITY ASSURANCE CELL


PRINCIPAL

Principal
Islamiyah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 06.12.2021

- An Awareness program on Cyber Crime with Ms. Prema, Inspector of Police, Crime Branch, Tirupattur, as resource person was conducted on 14.12.21 in the campus for all final year students.
- A Career Guidance Program on Expanding Horizons: Awareness Program on Company Secretaryship was conducted on 15.12.21 with Ms. Chitra Anantharaman, ICSI, Chennai, as resource person for all the final UG & PG students.
- A Career Guidance Program on Preparing for Competitive Exams was conducted on 17.12.21 with Dr. Sathish, Asst. Professor, Govt. Medical College, Thiruvannamalai for all the final UG & PG students in the seminar hall.
- The articles collected for the Galaxy Magazine for both 2019-20 & 2020-21 were scrutinised and submitted for a final review along with other important segments to the Secretary and Advisor for approval.



M. ARSHIYA TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi - 635751; Phone: 04174 - 235266

IWASC/IQAC/2021-2022/09

DATE: 25.02.2022

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC on 25.02.2022 at 10.00 a.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Program on Gender Sensitization
3. FDP - Overcoming Teaching Barriers
4. Awareness Program on Tuberculosis

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Lakshmi | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 25.02.2022

The following points were discussed and unanimously resolved by the members in attendance

1. Resolved to conduct a Program on Gender Sensitization Equal is not Enough on 08.03.22 with Ms. Shaista Rafat, Member, Central Advisory Committee, JIH Women's Wing, The Women Empowerment & Education Trust, Human Welfare Foundation, Delhi, and . Ms. Rizwana Shakil, Social Activist & Journalist, Vaniyambadi as resource persons.
2. Resolved to conduct an FDP on OVERCOMING TEACHING BARRIERS on 12.03.22 with Dr. Shahul Hameed M A, Associate Professor, VIT, Vellore, and Dr. Sagayaraj, Head, PG department of Commerce, Govt. Thirumagal Mills College, Gudiyatham as resource persons.
4. Resolved to conduct an Awareness Program on Tuberculosis on 16.03.22 with Dr. Pasupathy, MD, Govt. Hospital, Alangayam, Dr. Ambika Shanmugam, CMO, Govt. Hospital, Alangayam, Dr. Netaji, MD, Govt. Hospital, Vaniyambadi, and Mr. Ravichandran, DPPMC, Vellore and Tirupattur district Region, as resource persons.


COORDINATOR

INTERNAL QUALITY ASSURANCE CELL


PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 25.02.2022

- A Program on Gender Sensitization - Equal is not Enough on 08.03.22 with Ms. Shaista Rafat, Member, Central Advisory Committee, JIH Women's Wing, The Women Empowerment & Education Trust, Human Welfare Foundation, Delhi, and . Ms. Rizwana Shakil, Social Activist & Journalist, Vaniyambadi as resource persons.
- An FDP on OVERCOMING TEACHING BARRIERS was held on 12.03.22 with Dr. Shahul Hameed M A, Associate Professor, VIT, Vellore, and Dr. Sagayaraj, Head, PG department of Commerce, Govt. Thirumagal Mills College, Gudiyatham as resource persons in which faculty members from Islamiah College (A) also took part.
- An Awareness Program on Tuberculosis was held on 16.03.22 with Dr. Pasupathy, MD, Govt. Hospital, Alangayam, Dr. Ambika Shanmugam, CMO, Govt. Hospital, Alangayam, Dr. Netaji, MD, Govt. Hospital, Vaniyambadi, and Mr. Ravichandran, DPPMC, Vellore and Tirupattur district Region, as resource persons in the College Auditorium. Volunteer groups, (TB survivors) were also part of the program sharing their experiences of diagnosis, treatment and recovery.
- A State level Seminar on Institutional Distinctiveness and Best Practices at Islamiah College (Autonomous) was organised on 22.03.22 at Islamiah College (A) in which various Heads of the Departments of our college along with five members of IQAC participated.



M. ARSHIYAH TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/10

DATE: 25.03.2022

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC on 25.03.2022 at 10.00 a.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Personality Development Program
3. Student Development Program - Intellectual Property Rights
4. Any other points

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Lakshmi | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting - 25.02.2022

The following points were discussed and unanimously resolved by the members in attendance.

1. Resolved to conduct a Personality Development Program on 05.04.22 with Ms. Zuha Thaqdees P, Nuraniah & Quran (Hifz) Teacher, Preston International College, Chennai and Mr. Ataur Rahman, Business Development Manager, Dubai, as resource persons for all final year UG and PG students.
2. Resolved to conduct a Student Development Program on Intellectual Property Rights on 06.04.22 with Mr. Lakshmi Narayanan A, Examiner of Patents and Designs, Officer (Group A Gazette), Intellectual Property Office, Govt. Of India, via MS Teams for the students of Science and Commerce streams.
3. Suggestions were sought by the members to make document sharing easier – ideas were invited to be discussed in the next meeting.


COORDINATOR

INTERNAL QUALITY ASSURANCE CELL


PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 25.03.2022

- A Personality Development Program on 05.04.22 with Ms. Zuha Thaqdees P, Nuraniah & Quran (Hifz) Teacher, Preston International College, Chennai and Mr. Ataur Rahman, Business Development Manager, Dubai, as resource persons for all final year UG and PG students.
- Conducted a Student Development Program on Intellectual Property Rights on 06.04.22 with Mr. Lakshmi Narayanan A, Examiner of Patents and Designs, Officer (Group A Gazette), Intellectual Property Office, Govt. Of India, via MS Teams for the students of Science and Commerce streams.



M. ARSHIYA TARANNUM
IQAC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,
Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade
10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

IWASC/IQAC/2021-2022/11

DATE: 08.06.2022

CIRCULAR

A meeting of the IQAC members will be held chaired by the IQAC Coordinator, in the IQAC on 08.06.2022 at 10.00 a.m. All the members of the IQAC are requested to attend the meeting with the necessary data.

AGENDA

1. Action taken report
2. Orientation program Civil Services Examinations
3. Orientation Program TNPSC Examinations
4. Counselling Program for Teaching Career
5. Any other points

| S.No. | Members | DESIGNATION | SIGNATURE |
|-------|------------------------|------------------|-----------|
| 1. | Dr. M. Renu | Principal | |
| 2. | Ms. Arshiya Tarannum M | IQAC Coordinator | |
| 3. | Ms. Firza Afreen C | Member | |
| 4. | Ms. Nagasudha | Member | |
| 5. | Ms. Shazia Saqulain | Member | |
| 6. | Ms. Naziya Tasneem M S | Member | |
| 7. | Ms. Uma | Member | |
| 8. | Ms. Lakshmi | Member | |
| 9. | Ms. Sudha | Member | |
| 10. | Ms. Sadiya Sarvath | Member | |

Minutes of the Meeting 08.06.2022

The following points were discussed and unanimously resolved by the members in attendance.

1. Resolved to conduct an Orientation program on Civil Services Examinations on 17.06.22 with Mr. J.S. Mohammed Ashraf, IAAS, Deputy Accountant General, Office of the Accountant General (Audit), Tamilnadu & Puducherry between 2.30-4.30 p.m. in the Seminar hall and also invite students from the neighbouring colleges to benefit from the experience.
2. Resolved to conduct an Orientation Program on TNPSC Examinations on 22.06.22 with Dr. Zahida Parveen, Physician, Vaniyamabadi as resource person along with her team involved in providing career opportunities for the rural students in the college premises between 1.30 and 2.30 p.m.
3. Resolved to conduct a Counseling Program for Teaching Career on 28.06.22 with Ms. Belinda Shamini and Ms. Sumathi, AMES College of Education, Ambur in the IWASC campus for all final year UG and PG students.



COORDINATOR

INTERNAL QUALITY ASSURANCE CELL

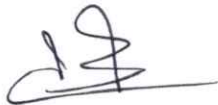


PRINCIPAL

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.

Action Taken Report for the Meeting on 08.06.2022

- An Orientation program on Civil Services Examinations was conducted on 17.06.22 with Mr. J. S. Mohammed Ashraf, IAAS, Deputy Accountant General, Office of the Accountant General (Audit), Tamilnadu & Puducherry as resource person between 2.30-4.30 p.m. in the Seminar hall. Faculty members and students of Islamiah College (A) participated in the program.
- An Orientation Program on TNPSC Examinations was held on 22.06.22 with Dr. Zahida Parveen, Physician, Vaniyamabadi as resource person between 1.30 and 2.30 p.m. in the seminar hall for the final year students.
- A Counseling Program for Teaching Career was held on 28.06.22 with Ms. Belinda Shamini and Ms. Sumathi, AMES College of Education, Ambur in the IWASC campus for all the final year UG and PG students.



M. ARSHIYA TARANNUM
ISMC COORDINATOR



Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.