



SHRI SAKTHIKAILASSH WOMEN'S COLLEGE

(Recognized under section 2(f) & 12(B) of UGC Act 1956) (Affiliated to Periyar University, Salem)

Internal Quality Assurance Cell

Academic Year 2018-2019 (ODD)



CONSTITUTION OF IQAC [2019-2020]

03.08.2018

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year **2019-2020** with the following members:

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL

IQAC MEMBERS		
S.NO	Name and Address	Chairman/Member
1	Dr. S. JAYANTHI Principal Shri Sakthikailash Women's College, Salem-03	Chairman
A few senior Administrative Officers		
2	Mr.J.SURESH KUMAR Administrative Officer Shri Sakthikailash Women's College, Salem-03	Member
3	Mr.V.K.SAMUVEL Administrative Officer AVS Engineering College, Salem-03	Member
Three to Eight Teachers		
4	Dr. V. RADHA Vice Principal, Department of Commerce Shri Sakthikailash Women's College, Salem-03	Member
5	Dr. K.REVATHI Assistant Professor & Head Department of Biotechnology Shri Sakthikailash Women's College, Salem-03	Member
6	Dr. V.L. SATHYA Assistant Professor & Head Department of PG English Shri Sakthikailash Women's College, Salem-03	Member
7	Mrs. S. KRISHNAPRIYA Assistant Professor & Head Department of Business Administration Shri Sakthikailash Women's College, Salem-03	Member
8	Mrs.R. GAYATHRIDEVI Assistant Professor & Head Department of English Shri Sakthikailash Women's College, Salem-03	Member
One member from the Management		
9	Mr.K.SENTHIL KUMAR Correspondent AVS & Sakthikailash Educational Institution, Salem-03.	Member
One nominee each from the Local Society/Trust, Students and Alumni		
10	Mr .VIMALAN PARMASIVAM SRC Project Pvt Ltd, Salem.	Member
11	Mr.T. JAYAMURUGAN Salem Quality Control Inspector	Member



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	Salem Steel Plant (Sail)	
12	Ms.S.SRIDHARSHINI II B.Sc Micro Biology Shri Sakthikailashh Women's College, Salem-03	Member (Student)
13	Ms.S.BARATHI II B.Sc Maths Shri Sakthikailashh Women's College, Salem-03	Member (Student)
14	Mrs.V. POOJA JP MORGON, Bangalore	Member (Alumni)
One nominee each from the Employer/ Industrialists/ Stakeholders		
15	Mr.SUNDHARAM Founder and Managing Director AERO SPACE Engineering Pvt Ltd	Member
16	Dr.R.RAJENDRAN Associate Professor PG & Research Department of Microbiology PSG College of Arts & Science, Coimbatore.	Member
17	Dr.M.G.SETHURAMAN Professor Department of Chemistry The Gandhigram Rural Institute (Deemed to be University)	Member
One of the senior teachers as the Coordinator/Director of the IQAC		
18	Dr. A. SHARMILA Assistant Professor & Head Department of English Shri Sakthikailashh Women's College, Salem-03	Coordinator


Chairperson

PRINCIPAL
SHRI SAKTHIKAILASSH
WOMEN'S COLLEGE
Military Road, Ammapet,
SALEM-636 003.

To

1. IQAC File
2. All the IQAC members



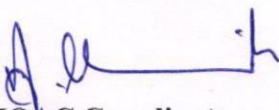
CIRCULAR

03.08.2018

The third meeting of the Internal Quality Assurance Cell will be held on 18.8.2018 at 11 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

Agenda

1. Implementation of Mentor Mentee system
2. Submission of the academic report for the year 2017-18 by the Chairperson (all academic activities, co-curricular activities, extracurricular activities, staff activities, sports activities, internship by the students, etc) after the second IQAC meeting
3. To submit the result of the Periyar University Examination held in the month of April/May 2018.
4. Efforts to facilitate advanced learners to attain University Ranks.
5. To discuss about the establishment of Students Council.
6. To discuss about renovation and construction of new buildings to enhance the infrastructure of the college.
7. Any other points to be discussed with the permission of the Chairperson.


IQAC Coordinator




Chairperson

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Military Road, Ammapet,
SALEM-636 003.



Minutes of the Third IQAC Meeting

DATE: 18.8.2018

- The Chairperson welcomed all the IQAC members and requested the members to give their valuable suggestions in order to make the college as a Centre of Excellence.
- Introduction of the members of IQAC by the Chairperson- Chairperson of IQAC introduced all the members.
- To submit and approve the proceedings of the third IQAC meeting and study the action taken and the follow -up of the action taken as per the proceedings of the second IQAC meeting.

The following is the action taken report on the decision of the third IQAC meeting.

Subject 1:

To Implement Mentor Mentee system

Resolution:

Mentor Mentee was implemented

Subject 2:

Submission of the academic report for the year 2017-18 by the Chairperson (all academic activities, co-curricular activities , extra-curricular activities, staff activities, sports activities, internship by the students, etc) after the second IQAC meeting.

Resolution:

Read and ratified.

Subject 3:

To submit the result of the Periyar University Examination held in the month of April/May 2018.

Resolution:

Analysed and ratified

Subject 4:

Efforts to facilitate advanced learners to attain university ranks.

Resolution:

Approved and ratified.

Subject 5:

Students council was established

Resolution:

Approved and ratified



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Subject 6:

To discuss about the enhancement of the infrastructure of the college

Resolution:

Improvement in infrastructure was done.


Subject 7:

Any other points to be discussed with the permission of the Chairperson.

Resolution:

General points of suggestion for the improvement of many awareness programmes and usage of ICT tools in teaching learning process were discussed.

After elaborate discussion, the IQAC minutes was approved.


IQAC Coordinator




Chairperson

PRINCIPAL
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SHRI SAKTHIKAILASSH WOMEN'S COLLEGE

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MEMBERS PRESENT

SIGNATURE

1. Dr. S. JAYANTHI

Principal/Chairperson

Shri Sakthikailassh Women's College.

2. Mr. J. SURESH KUMAR

Administrative officer

Shri Sakthikailassh Women's College.

3. Mr. V. K. SAMUVEL

Administrative officer

AVS Engineering College.

4. Dr. V. RADHA

Vice-Principal Department of Commerce

Shri Sakthikailassh Women's College.

5. Dr. K. REVATHI

Assistant Professor & Head

Department of Biotechnology

Shri Sakthikailassh Women's College, Salem

6. Dr. V. L. SATHYA

Assistant Professor and Head

Department of English

Shri Sakthikailassh Women's College.

7. Mrs. S. KRISHNAPRIYA

Assistant Professor and Head

Department of Business Administration

Shri Sakthikailassh Women's College.



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8. Mrs. R. GAYATHRIDEVI

Assistant Professor and Head

Department of English

Shri Sakthikailash Women's College.

9. Mr. K. SENTHIL KUMAR

Correspondent

AVS & Sakthikailash Educational Institution

10. Mr. VIMALAN PARMASIVAM

SRC Project Pvt Ltd

Salem Steel Plant

11. Mr. T. JAYAMURUGAN

Salem Quality Control Inspector

12 Ms.S.SRIDHARSHINI

II B.Sc Micro Biology

Shri Sakthikailash Women's College, Salem-03

13. Ms.S.BARATHI

II B.Sc Maths

Shri Sakthikailash Women's College, Salem-03

14. Mrs. V. POOJA

JP MORGON, Bangalore

15. Dr. R. RAJENDRAN

Associate Professor

PG & Research Department of Microbiology

PSG College of Arts & Science, Coimbatore

16. Dr. A. SHARMILA

Assistant Professor & Head

Department of English

Shri Sakthikailash Women's College



LEAVE OF ABSENCE

17. Mr. SUNDHARAM

Founder and Managing Director

AERO SPACE Engineering Pvt Ltd

18. Dr.M.G.SETHURAMAN

Professor

Department of Chemistry

The Gandhigram Rural Institute (Deemed to be University)

Members present: 16

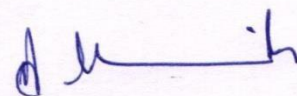
Members absent: 02



Action Taken Report of the Second IQAC Meeting 2017-2018 (Even) Date: 18.8.2018

The IQAC Coordinator presented the Meeting Minutes of the second meeting and the action taken report to the Committee

1. All the Departments, Committees, Clubs and Associations incharges of the academic activities, co-curricular activities, extra-curricular activities, staff activities, internship of students etc conducted the activities and programmes successfully.
2. The recruitment and appointment process was completed as per the needs of the departments, labs and office. The staff members who resigned their jobs in the odd semester were formally relieved from their job and duties.
3. The result of the Periyar University Examination held in the month of Nov/Dec 2017 was received and necessary steps were taken to improve the results of slow learners average learners and advanced learners.
4. Two new members were added in the IQAC
5. To establish students council form the academic year 2018- 2019 was approved.
6. Nutrition and Dietetics Department , lab and classroom was established
7. To participate in ATAL Ranking of Institutions on Innovation Achievements (ARIIA) for the next academic year was done. Effective intense coaching was given to students. Efforts to be taken for advanced learners to attain university ranks from next academic year were planned and green initiatives were taken. Institution's strategic plan was developed to achieve its desired goal.


IQAC Coordinator




Chairperson

PRINCIPAL
SHRI SAKTHIKAILASS
WOMEN'S COLLEGE,
Military Road, Ammapet,
SALEM-636 003,



Internal Quality Assurance Cell
Academic Year 2018-2019 (EVEN)



CONSTITUTION OF IQAC [2018-2019]

12.2.2019

This is to inform that Internal Quality Assurance Cell has been constituted for the Academic Year 2018-2019, with the following members:

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL

IQAC MEMBERS		
S.NO	Name and Address	Chairman/Member
1	Dr. S. JAYANTHI Principal Shri Sakthikailash Women's College, Salem-03	Chairman
A few senior Administrative Officers		
2	Mr.J.SURESH KUMAR Administrative Officer Shri Sakthikailash Women's College, Salem-03	Member
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Three to Eight Teachers		
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One member from the Management		
9	Mr.K.SENTHIL KUMAR Correspondent AVS & Sakthikailash Educational Institution, Salem-03.	Member
One nominee each from the Local Society/Trust, Students and Alumni		
10	Mr .VIMALAN PARMASIVAM SRC Project Pvt Ltd, Salem.	Member
11	Mr.T. JAYAMURUGAN Salem Quality Control Inspector Salem Steel Plant (Sail)	Member



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14	Mrs. V. POOJA JP MORGON, Bangalore	Member (Alumni)
One nominee each from the Employer/ Industrialists/ Stakeholders		
15	Mr. SUNDHARAM Founder and Managing Director AERO SPACE Engineering Pvt Ltd	Member
16	Dr.R.RAJENDRAN Associate Professor PG & Research Department of Microbiology PSG College of Arts & Science, Coimbatore.	Member
17	Dr. M. G. SETHURAMAN Professor Department of Chemistry The Gandhigram Rural Institute (Deemed to be University)	Member
One of the senior teachers as the Coordinator/Director of the IQAC		
18	Dr. A. SHARMILA Assistant Professor & Head Department of English Shri Sakthikailassh Women's College, Salem-03	Coordinator

To

1. IQAC File
2. All the IQAC members

Chairperson

PRINCIPAL
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CIRCULAR

12.2.2019

The Fourth meeting of the Internal Quality Assurance Cell will be held on 21.2.2019 at 10 a.m. in Principal Cabin. All the IQAC members are requested to attend the meeting and give their valuable suggestions for the overall improvement of our Institution.

AGENDA

1. Submission of the report by the Chairperson (all academic activities , co-curricular, extra-curricular activities, staff activities, sports activities, internship by the students, etc) after the third IQAC meeting
2. To submit the result of the Periyar University Examination held in November 2018.
3. To discuss about adding new members in the IQAC
4. To participate in ATAL Ranking of Institutions on Innovation Achievements (ARIIA).
5. To discuss about the enhancement of infrastructure of the college
6. Any other points to be discussed with the permission of the Chairperson.

IQAC Coordinator



Chairperson

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Minutes of the Fourth IQAC Meeting

Date: 21.2.2019

- Welcome by the Chairperson - Chairperson of IQAC welcomed all the members
- Introduction of the members of IQAC by the chairperson.
- To submit and approve the fourth IQAC meeting minutes, and to analyze the actions taken and the follow-up of those actions in accordance to the third minutes of IQAC

The following is the action taken report on the decision of the fourth IQAC meeting.

Subject 1:

Submission of the report by the Chairperson (all academic activities, co-curricular activities, extra-curricular activities, staff activities, sports activities, internship by the students, etc) after the third IQAC meeting

Resolution:

Read and approved.

Subject 2:

To submit the result of the Periyar University Examination held in November/December 2018.

Resolution:

Read and ratified. The members appreciated and provided suggestions to improve the results of the University.

Subject 3:

To discuss about adding new members in the IQAC

Resolution:

It has been suggested to add two new members in the IQAC

Subject 4:

To participate in ATAL Ranking of Institutions on Innovation Achievements (ARIIA)

Resolution:

Read and ratified

Subject 5:

To discuss about the enhancement of the infrastructure of the college.

Resolution:

Discussed and ratified.

Subject 6:

Any other points to be discussed with the permission of the Chairperson.




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Resolution:

To implement Institution's Innovation Council (IIC), improve the teaching learning process, initiating new methodologies and improve functional activities with MoUs signed institutions and industries were discussed

After elaborate discussion the IQAC minutes was approved


IQAC Coordinator




Chairperson

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MEMBERS PRESENT

SIGNATURE

1. Dr. S. JAYANTHI

Principal/Chairperson

Shri Sakthikailashh Women's College.

2. Mr. J. SURESH KUMAR

Administrative officer

Shri Sakthikailashh Women's College.

3. Mr. V. K. SAMUEL

Administrative officer

AVS Engineering College.

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Salem Quality Control Inspector

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Associate Professor

PG & Research Department of Microbiology

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Professor

Department of Chemistry

The Gandhigram Rural Institute (Deemed to be University)

16. Dr. A. SHARMILA

Assistant Professor & Head

Department of English

Shri Sakthikailash Women's College



LEAVE OF ABSENCE

17. Mr. VIMALAN PARMASIVAM

SRC Project Pvt Ltd

18. Ms. S.BHARATHI

II B.Sc Maths

Shri Sakthikailash Women's College, Salem

Members present: 16


Members absent: 02



Action Taken Report of the Third IQAC Meeting 2018-2019 (ODD) Date: 21.2.2019

The IQAC Coordinator presented the Meeting Minutes of the Third meeting and the action taken report to the Committee members

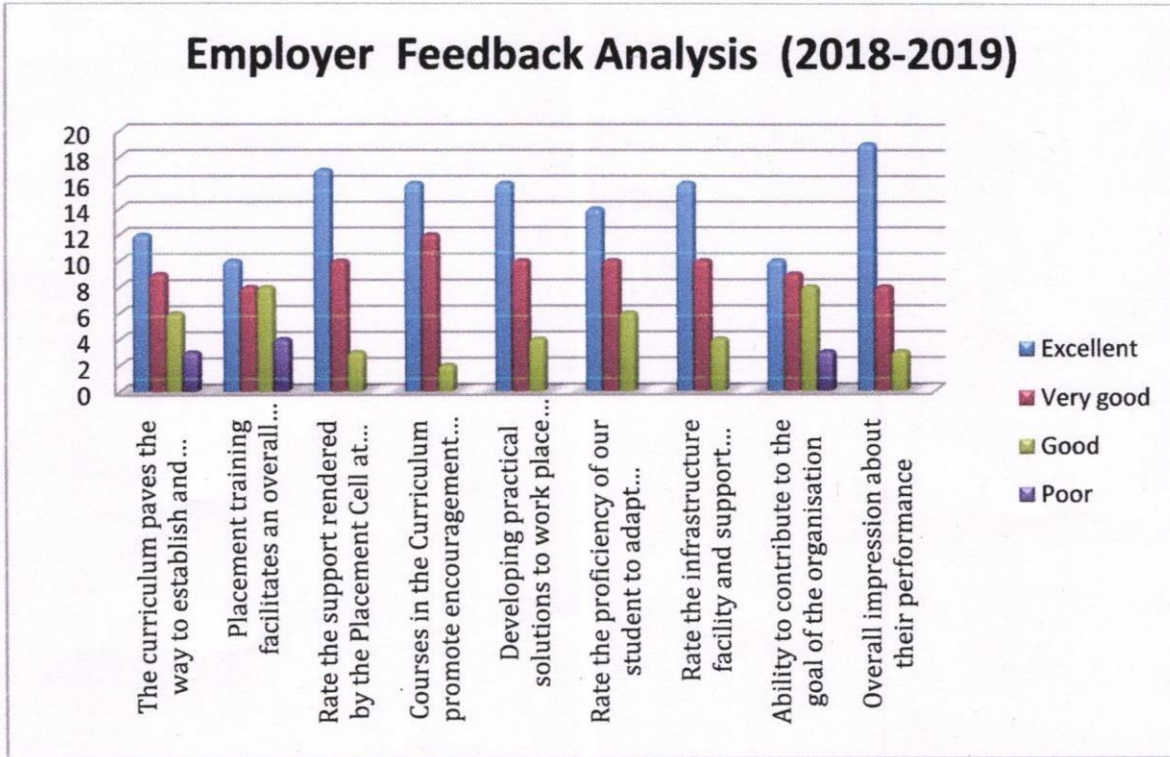
1. Mentor Mentee System was implemented to bridge the gap between faculty and students. For every twenty student a mentor faculty is assigned. This system ensures the quality performance of the students in academics and deals with the issues related to the holistic development of the students providing personal counselling and congenial learning environment.
2. All the departments, committees, clubs and associations incharges of the academic activities, co-curricular activities, extra-curricular activities, staff activities, internship of students etc conducted the activities and programmes successfully
3. The result of the Periyar University Examination held in the month of May/June 2018 was analyzed and the necessary steps were taken to identify the slow learners for further improvement.
4. To secure University Ranks, the advanced learners were facilitated with additional information in core subjects, extra notes and library books through academic committee.
5. Students council was established to promote leadership quality among students.
6. Nutrition and Dietetics lab was established. Its department and classroom were well furnished. The purchase of library books for Nutrition and Dietetics programme along with the additional books for various domains was purchased.
7. Many awareness programmes were conducted and usage of ICT tools in teaching learning process were initiated


IQAC Coordinator




Chairperson

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ii. Action Taken Report- Based on the Feedback Received from Employer

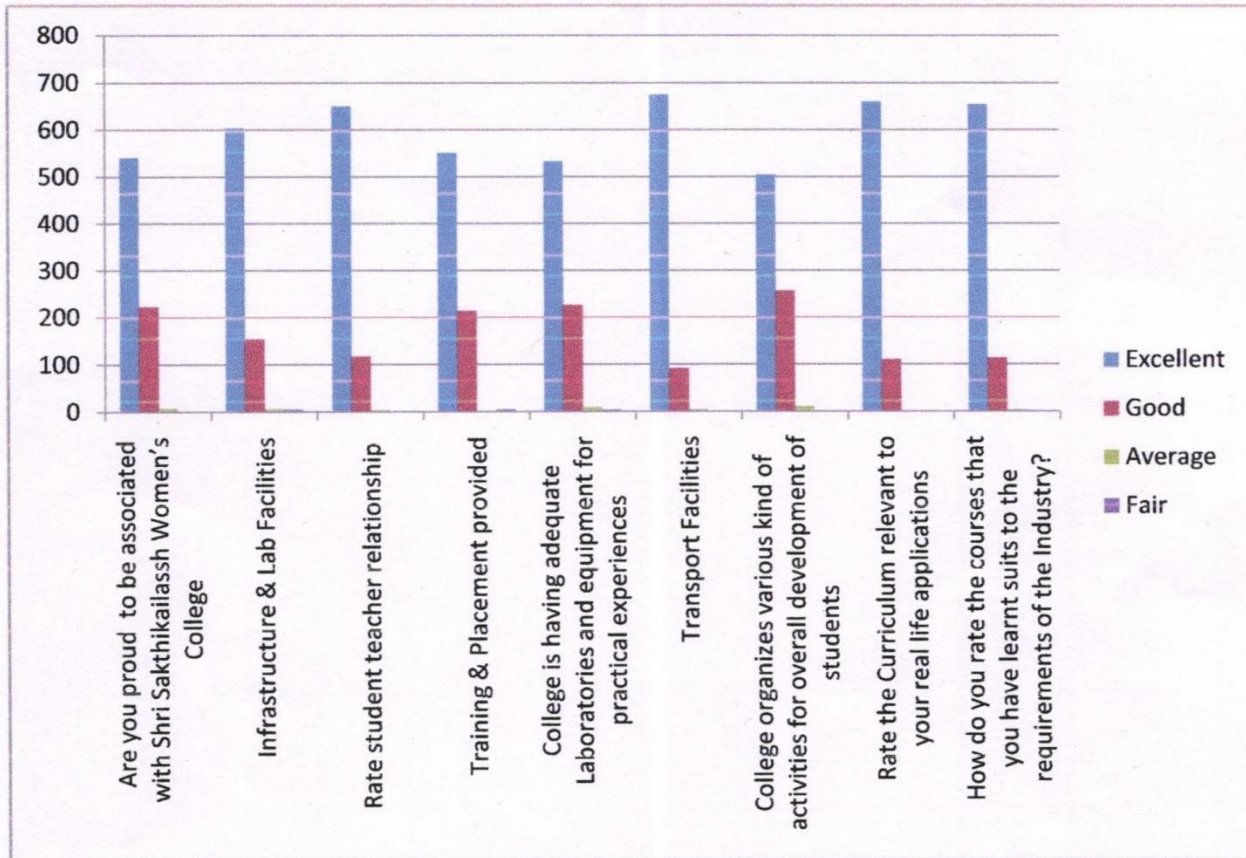
- ❖ We have shifted our focus towards improving 'Internal Knowledge', which included Communication training, Aptitude training and technical training which in turn helped the students to develop their leadership skills, roles and innovation.
- ❖ We prioritized communication skill training for our students, focusing on equipping them with the necessary tools to face interviews and public speaking with confidence. Through specialized training programs, we aimed at empowering students to overcome fear and effectively express themselves in professional settings.




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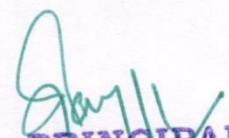
ALUMNI FEEDBACK ANALYSIS (2018-2019)



ii. Action Taken Report- Based on the Feedback Received from Alumni (2018-19)

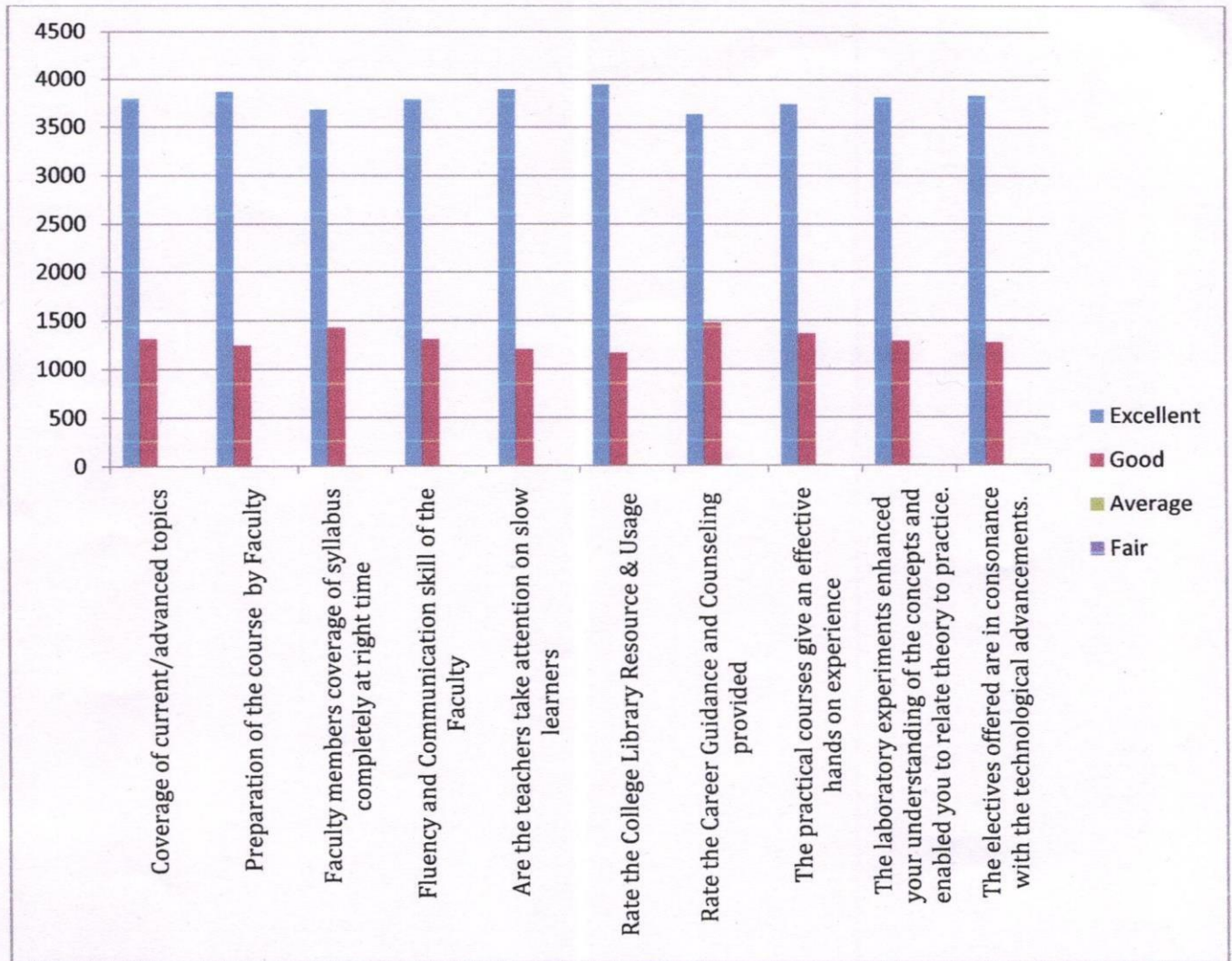
- ❖ Soft skill training are provided keeping track with corporate needs.
- ❖ Exclusive Computer laboratories (special labs) are provided for placement training to acquire technical knowledge.




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Student Feedback Analysis (2018-2019)

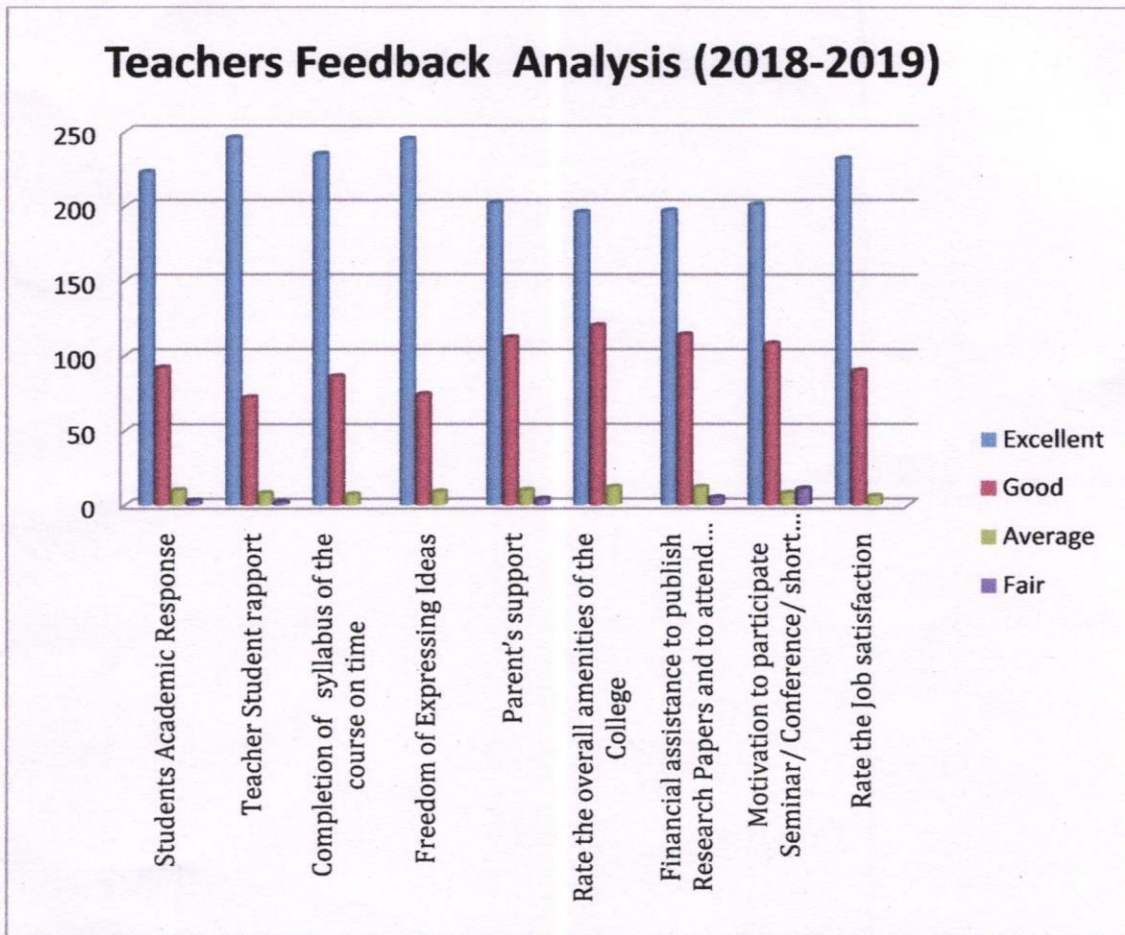


ii. Action Taken Report- Based on the Feedback Received from Students 2018-19

- ❖ To enhance the fluency and communication skills of the faculty members, a series of initiatives like regular workshops, Faculty Development Programmes are organized to communicate effectively.
- ❖ Measures were implemented to support slow learners. Guidance were provided on effective exam paper presentation, important questions, previous year exam question paper revisions, seminars, home tests and specific hints depending on their subjects were given to enhance their performance.




S.K.
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ii. Action Taken Report- Based on the Feedback Received from Teachers (2018-19)

- ❖ The Management implemented measures to motivate and raise awareness among faculty members to pursue their Ph.D. programme.
- ❖ The college supported the faculty members by providing seed money and organized Faculty Development Programs (FDPs) to encourage and increase paper publications and research work.




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