

LADY WILLINGDON INSTITUTE OF ADVANCE STUDY IN EDUCATION
(AUTONOMOUS),TRIPPLICANE, CHENNAI – 600 005.

COMPOSITION OF THE INTERNAL QUALITY ASSURANCE CELL
2020-2021
MEMBERS OF IQAC

CHAIRPERSON	Dr.M.S. Thillainayaki Principal, LWIASE (A), Chennai- 600 005.
SENIOR FACULTY MEMBERS	Miss. V. Shyamala Associate Prof. of Education, LWIASE (A), Chennai – 600 005
	Dr. T. Subhashini Assistant Prof. of Home Science, LWIASE (A), Chennai – 600 005
	Dr. Rita Rani Mandal Assistant Prof. of English, LWIASE (A), Chennai – 600 005
	Dr. S. Rama Assistant Prof. of Mathematics, LWIASE (A), Chennai – 600 005
	Dr. S. Komalavalli Assistant Prof. of Tamil, LWIASE (A), Chennai – 600 005
	Mr. R. Selvaraj Assistant Prof. of Computer Education, LWIASE (A), Chennai – 600 005
EXTERNAL EXPERTS	Dr. Kapila Sopini, Associate Professor, IASE, Saidapet, Chennai.
	Dr. Sahaya Mary, Assistant Professor, IASE, Saidapet, Chennai.
SENIOR ADMINISTRATIVE OFFICER	Mrs. Jothibai, Superintendent, LWIASE
NOMINEES FROM LOCAL SOCIETY	Dr. K. Jayaraman Founder, Chennai Institute of Educational Technology and Research, No. 4A, First Main Road, Lakshmipuram, Thiruniravur – 600 097
	Dr. P. Jayandhan, Uma Plastics and Industries,13, Kamaraj Nagar,I Street, Korattur, Chennai – 600 080.
	Mr. K.R. Gunasekaran, Advocate,74, Law Chambers, Madras High Court, Chennai - 600 104
NOMINEES FROM STUDENTS	Ms. Ramya
	Ms. Anitha
NOMINEES FROM ALUMINI	Dr. J.Anitha
MEMBER , CO-ORDINATOR, IQAC	Dr.D. Hemalatha Kalaimathi Assistant Prof. of Biology, LWIASE (A) Chennai – 600 005

D. Hemalatha Kalaimathi
IQAC COORDINATOR
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**IQAC 2020-2021 – Meeting 1
MEETING MINUTES**

Minutes of the Meeting of Internal Quality Assurance cell (IQAC) held on 09.7.2020 at 10.30 AM

Members Present:

1. Dr. M.S. Thillainayaki	Chairman
2. Dr. D. Hemalatha Kalaimathi	Co-ordinator
3. Miss. V. Shyamala	Member
4. Dr. T. Subhashini	Member
5. Dr. Rita Rani Mandel	Member
5. Dr. S. Rama	Member
6. Dr. S. Komalavalli	Member
7. Mr. R. Selvaraj	Member

The Meeting began at 10.30 a.m. At the outset, Co-ordinator of IQAC welcomed the members and requested the Chairperson, the Principal of LWIASE(A) to chair the meeting. Thereafter the IQAC proceeded the meeting as per the agenda items. The previous IQAC meeting resolutions were readout, with a formal discussion with all IQAC members. The IQAC co-ordinator placed before the members the action taken report on the observations made in the previous IQAC meeting, and requested the members to note and approve the following actions were taken last academic year.

- Students Admission Council Meeting was conducted on behalf of our committee members.
- IQAC organized awareness programme on National Deworming Day
- Enhanced research aptitude among faculty and students by the programmes organized by students.
- IQAC conducted workshop on publishing research articles in National and International Journals
- Conducted an Orientation Programme on Covid – 19
- IQAC celebrated Women’s day to rejoice the social, economic, cultural and political achievements of women
- Conducted skill based programmes to student teachers,
- Bring out newsletter from all the departments, newsletter were published by the institutions
- Conducted various cultural programmes (Thulir 2020), to bring out student teachers abilities and their various skills.
- Utilized library facility to the maximum extent, all the student was motivated to utilize the library facilities through extended library hours.
- Students were visited Periyar Science and Technology Center to celebrate Science Day to develop the scientific spirit and curiosity

The members discussed the same and resolved that action taken report.

Future plan of action read by Dr. D. Hemalatha Kalaimathi, IQAC Co-ordinator

- Initiative to be taken to revise curriculum and syllabus in forth coming academic year. Committee to be framed to revise the syllabus of B.Ed., M.Ed., M.Phil etc.,
- To enhance the reading habits of student teachers a Book Review Programme to be conducted every week. Students will be motivated to utilize library facilities.
- Plan to create awareness on Covid-19 through Quiz, Webinars, Video preparation and other various possible activities..
- To collect feedback from all stakeholders through online due to pandemic
- Planned to submit AQAR report for the year 2019 – 2020 within the time limit.
- Decided to conduct regular PTA meetings either through offline or online.
- Every year October 15 is propose to celebrate as World Student day in honour of former Indian President Dr. A.P.J Abdul kalam. The day acknowledge the efforts of Dr. .Kalam towards education and students. He believed that youngsters are the key to the nation building. So a special program “Ilaizhar Eluchi Naal” to be organised by IQAC in honour of him.

The IQAC chairman ended the meeting with vote of thanks to all the members.

D. Hemalatha Kalaimathi
IQAC COORDINATOR
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IQAC 2020-2021 – Meeting 2**

MEETING MINUTES

INTERNAL QUALITY ASSURANCE CELL (IQAC) Meeting (Online)

Date: 19-10-2020

Time: 5.00-6.45 P.M

Members Present:

1. Dr. M.S. Thillainayaki	Chairman
2. Dr. D. Hemalatha Kalaimathi	Co-ordinator
3. Dr. Sarah Manickaraj	Senior Faculty
4. Dr. Kapila Sopini	Member –External Expert
5. Miss. V. Shyamala	Member
6. Dr. T. Subhashini	Member
7. Dr. Rita Rani Mandel	Member
8. Dr. S. Rama	Member
9. Dr. Sahaya Mary	Member –External Expert
10. Dr. S. Vetrivel	Faculty
11. Dr. S. Komalavalli	Member
12. Mr. R. Selvaraj	Member
13. Dr. S. Santhi	Faculty

This meeting was organized through Google meet platform between 5.00 pm to 6.45 pm on 19.10.2020. The IQAC Coordinator Dr. D.Hemalatha Kalaimathi warmly welcomed the members of IQAC and other faculty members. IQAC Coordinator briefed the agenda of the meeting. The IQAC Coordinator discussed with members about the status of AQAR 2019-2020 report.

The IQAC coordinator briefed the plan of action for the academic year 2020-2021.

- Coordinator insisted the need to conduct quality improvement program for student teachers and faculty members.
- Workshop to be conducted to inculcate fine arts skills among student teachers
- To promote high order thinking and problem solving skills of teachers, plan to conduct a online webinar.
- The IQAC coordinator briefed the various feedback formats, decided to revise the feedback forms based on the present need.
- To develop scientific thinking among students a plan to organize a webinar on “Art of scientific thinking” by the IQAC Co-ordinator Dr.D.Hemalatha Kalaimathi on first march 2021.

- To create scientific interest of students through Science Club various competitions and programmes were planned to organize via online mode.
- Women wellness program is planned to conduct for the faculties and students to gain a better understanding about mental health and physical fitness.
- IQAC to organize a webinar on "National science day" The IQAC chairman ended the meeting with vote of thanks to all the members.
- To carryout internship and other regular activities of B.Ed Programmes, a action plan to be developed.

The IQAC chairman ended the meeting with vote of thanks to all the members.

D. Hemavathi Kalasmani
IQAC COORDINATOR
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