

**LADY WILLINGDON INSTITUTE OF ADVANCED STUDY IN EDUCATION  
(AUTONOMOUS), CHENNAI- 600 005.  
IQAC 2021-2022 – Meeting 1  
MEETING MINUTES**

Minutes of the Meeting of Internal Quality Assurance cell (IQAC) held on 10.05.2021 at 4.00 to 4.30 pm through Online mode via Google Meet Link- meet.google.com/gap-uasv-qwv.

Following IQAC and Staff members were attended the meeting.

1. Dr. M.S. Thillainayagi	Chairman
2. Dr. D. Hemalatha Kalaimathi	Co-ordinator
3. Dr. Sara Manickaraj	Member
4. Miss. V. Shyamala	Member
5. Dr. T. Subhashini	Member
6. Dr. Rita Rani Mandel	Member
7. Dr. S. Rama	Member
8. Dr. S. Komalavalli	Member
9. Dr. Vetrivel	Member
10. Mr. R. Selvaraj	Member
11. Dr. S. Santhi	Member

The Meeting began at 4.00 p.m. At the outset, Co-ordinator of IQAC Dr.D. Hemalatha Kalaimathi welcomed the members and requested the Chairperson, the Principal of LWIASE(A), Dr.M.S. Thillainayagi to chair the meeting.

The meeting began with permission of the chairperson. Thereafter the IQAC proceeded the meeting as per the agenda items. The IQAC coordinator read the Minutes of Meeting and Action Taken Report of previous IQAC meeting held on 19.10.2020 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.

1. The following quality improvement programmes for student, teachers and faculty members were organized and conducted.

- Online Competition for “Vigilant India, Prosperous India”.
- Online webinar for Resources for Teacher Education
- Online webinar ar on NDLI\_ National Digital Library of India
- Online webinar on India’s Constitution Day
- Online webinar on Women’s Wellness
- Republic Day Celebration
- Organised and conducted National Science Day wenibar.
- Online webinar on “Vasippu Ennum Suwaasippu (வாசிப்பு என்னும் சுவாசிப்பு)


2. Revised the feedback forms for student satisfaction survey based on the new pattern.
3. Action plan were developed and carried out for B.Ed & M.Ed regular activities including Internship etc.,

The members of the IQAC discussed the same and resolved the action taken report.

At the second part of the meeting, IQAC Co-ordinator Dr.D. Hemalatha Kalaimathi, read the future action plan, the same were discussed and accepted to proceed further.

- ❖ Initiative to be taken to revise curriculum and syllabus in forth coming academic year. Plan to organize and conduct a webinar to orient our faculty on Credit based syllabus system and knowledge, skill mapping towards course and programme outcomes. The same to be presented to Board of Studies meeting.
- ❖ To sensitize the B.Ed and M.Ed students towards environmental awareness by conducting E\_Quiz on World Environment Day.
- ❖ To make the students to participate in TNTEU world record event.
- ❖ Inaugurating Tamil and Science Club, through which to conduct various quality enhancement activities including Yoga.
- ❖ To plan and conduct second year online practical examination
- ❖ To plan to organize and celebrate forthcoming National festival and social justice day.
- ❖ To conduct online vasagar vattam programme throughout the year under best practice criteria.
- ❖ Bring out newsletter from all the departments, newsletter were published by the institutions

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

  
IQAC COORDINATOR  
LADY WILLINGDON INSTITUTE OF  
ADVANCED STUDY IN EDUCATION  
CHENNAI - 600 005.

  
PRINCIPAL  
LADY WILLINGDON INSTITUTE OF  
ADVANCED STUDY IN EDUCATION  
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IQAC 2021-2022 – Meeting 2  
MEETING MINUTES**

Date : 05.07.2021

Meeting Mode : Online

IQAC meeting was held on 05.07.2021 through online at 2.00 pm. The members of IQAC were present in online mode via zoom meeting (Meeting ID: 716 5844 0513) <https://us04web.zoom.us/j/71658440513?pwd=UUjZeHIDS2lNdVA1VzdUZWhuQXY4dz09>.

The Meeting began at 2.00 p.m. At the outset, Co-ordinator of IQAC Dr.D. Hemalatha Kalaimathi welcomed the members and requested the Chairperson, the Principal of LWIASE(A), Dr.M.S. Thillainayagi to chair the meeting.

The members of the IQAC were present for the meeting. Details regarding conduct of the following quality based programmes for B.Ed and M.Ed students were discussed.

- To celebrate National sports day
- To conduct online PTA and OSA meeting
- To arrange Lecture on National Literacy Day
- To conduct orientation programme on competitive examinations for both B.Ed., and M.Ed., students through online.
- To make the students teachers to participate in Anna Management Training Programmes on Vocationalization of higher education.
- To celebrate Teachers Day
- Conducting B.Ed., first year practical examination.
- Conducting Workshop on research writing and statistical analysis.
- Plan to celebrate college centenary year with hundred programmes to enrich the legacy of our college.

The IQAC Co-Ordinator ended the meeting with vote of thanks to all the members.

*D. Hemalatha Kalaimathi*

IQAC COORDINATOR  
LADY WILLINGDON INSTITUTE OF  
ADVANCED STUDY IN EDUCATION  
CHENNAI - 600 005.

*[Signature]*  
PRINCIPAL

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*[Signature]*  
*[Signature]*

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**IQAC 2021-2022 – Meeting 3  
MEETING MINUTES**

Date: 06.01.2022

Minutes of the Meeting of Internal Quality Assurance cell (IQAC) held on 06.01.2022 at 11.00 am at Principal room. Following IQAC members were attended the meeting.

1. Dr. M.S. Thillainayagi	Chairman
2. Dr. D. Hemalatha Kalaimathi	Co-ordinator
3. Dr. Sara Manickaraj	Member
4. Miss. V. Shyamala	Member
5. Dr. T. Subhashini	Member
6. Dr. Rita Rani Mandel	Member
7. Dr. S. Rama	Member
8. Dr. S. Komalavalli	Member
9. Dr. Vetrivel	Member
10. Mr. R. Selvaraj	Member
11. Dr. S. Santhi	Member

The Meeting began at 11.00 p.m. At the outset, Co-ordinator of IQAC Dr.D. Hemalatha Kalaimathi welcomed the members and requested the Chairperson, the Principal of LWIASE(A), Dr.M.S. Thillainayagi to chair the meeting. The meeting began with permission of the chairperson. Thereafter the IQAC proceeded the meeting as per the following agenda items to be conducted in the forthcoming months. Such as,

- Organizing department-wise quality enhancing programmes for college centenary year celebrations. Planned to conduct skill based webinars and awareness programmes by Education department under the topics Stress Management, Mental Health, Anger Management, Women Empowerment, Child Rights and Safety, Women's Education Practice and Advancement, Technology in Teaching, Life coping skills, Value Integrated Teaching, Self care for budding teachers, Self Esteem, Promoting Study Involvement.
- Creating Scientific temper among student teachers plan to conduct Hands on Experiments, Science Banquet, Futuristic science programme etc.,
- To bring out young student teachers talent plan to celebrate Thulir-2022, with variety of colourful programmes and competitions.
- To arrange Endowment Lecture.
- To conduct Statistical analysis with JASP software.
- To conduct classes for Life coping skills
- To organize workshops on Art and Craft, Yoga, Paper Art, SUPW etc.,

- To conduct awareness programmes on Sexual Harassment and Prevention, child labour, world elder awareness day, Intellectual Property Rights etc.,
- To conduct competitions in Elocution competition, Quiz on Bharathidhasan Birth Anniversary, Drawing competition on Dr.Ambedkar Birth anniversary,
- For Environmental awareness, we plan to organize community service programmes, Mass clean campaign etc.,
- Plan to organize Citizenship Training Camp at April Month.
- Plan to organize a field trip to Birla Planetarium.
- Plan to organize science exhibition in our college.
- To conduct annual day, sports day and convocation programmes.

The IQAC Co-Ordinator ended the meeting with vote of thanks to all the members.

  
IQAC COORDINATOR  
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