



# Annai Violet Arts & Science College

(Affiliated to the University of Madras, Co-Ed | NAAC Reaccredited)

## IQAC MEETING MINUTES I

### ODD SEMESTER (2021 – 22)

**Date:** 01/06/2021

**Venue:** Conference Hall

#### Opening:

The IQAC Meeting for the academic year 2021-22, odd semester, was called forth on 1<sup>st</sup> June 2022 and held at the Conference Hall. The meeting was called to order by the IQAC Coordinator and Vice Principal Mrs. Japhia Solomon.

#### Summary:

- The meeting was headed by the IQAC Coordinator.
- It began with the note that the appointment of a new Principal was in progress and until then Mrs. Japhia Solomon, Vice Principal and IQAC Coordinator would be the acting Principal/Principal-in-charge. The coordinator further stated that since Mr. Yuvnesh Kumar Y. J, one of the IQAC members had resigned, he would be replaced by Mr. Abilash A, henceforth.
- As the pandemic still prevailed the classes would be held online and the offline classes would be implemented with regard to the GO order and University Communication.
- In order to familiarize faculty members with the online tools for the effective teaching output, a 7 day Faculty Development Programme was decided to be arranged by the cell.
- The meeting then proceeded to plan various academic and nonacademic activities for the year.
- IQAC Cell advised its members, representing each department, to organize webinars, seminars, workshops, training programs, symposiums, skill enhancement programmes, certificate courses, national and international conferences.
- The departments were also proposed to organize productive extension activities with the association of Non-Profit organizations.

- Teachers were given a serious note of advice to publish research papers and books to lift up their qualification.
- PG and Research scholars were asked to publish papers and indulge in research activities with the guidance of the respective teachers.
- Placement Cell was recommended to conduct orientation programmes, seminars and guest lectures for the benefit of outgoing students.
- NSS and YRC units were suggested to plan for many social activities which would benefit the public at this pandemic period.
- At this juncture, induction of Scouts and Guides at the College was decided for the academic year.
- The meeting concluded with the mention of building more classrooms as the students strength remarkably increased with the Admission 2021-22.

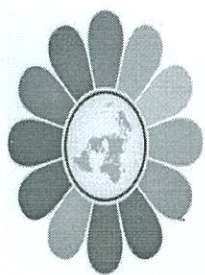
  
**IQAC COORDINATOR**

IQAC Co-ordinator  
Annai Violet Arts and Science College  
No: 53, Violet College Road, Menambadi  
Ambattur, Chennai-600 053.

  
**PRINCIPAL**

Dr.C.Initha Lebanon Ebency  
M.Sc., M.Phil., Ph.D., PGDSA.  
Principal  
Annai Violet Arts & Science College  
No: 53, Violet College Road, Menambadi  
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## IQAC MEETING MINUTES II

ODD SEMESTER – (2021 – 22)

**Date:** 09/08/2021

**Venue:** Conference Hall

### Opening:

The IQAC Meeting after the appointment of the new Principal was called forth on 9<sup>th</sup> August 2021 and held at the Conference Hall. The meeting was called to order by the IQAC Coordinator and Vice Principal Mrs. Japhia Solomon.

### Summary:

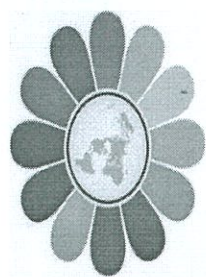
- The meeting began with the formal welcome note to the newly appointed Principal Dr. C. Initha Lebonon Ebency by the IQAC Coordinator and Members.
- The meeting's purpose was to explain and discuss the previous meeting decisions and proceedings for the ongoing academic year.
- The IQAC Coordinator gave a brief note on the discussed matters to the Principal.
- As the offline classes were allowed by the government and University of Madras, centralization of the Internal Examinations was decided to implement. The order was carried and executed by the Exam Cell of the College.
- The meeting concluded with the assurance of carrying out the plan as effectively as possible by the Chairperson, IQAC Coordinator and the members.

  
**IQAC COORDINATOR**

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## IQAC MEETING MINUTES III

EVEN SEMESTER – (2021 – 22)

**Date:** 28/02/2022

**Venue:** Conference Hall

### Opening:

The IQAC Meeting was called forth on 28<sup>th</sup> February 2022 and held at the Conference Hall. The meeting was called to order by the Chairperson, Dr. C. Initha Lebonon Ebency and IQAC Coordinator and Vice Principal Mrs. Japhia Solomon.

### Summary:

- The meeting began with the brief review of the activities completed in the previous semester by various departments, clubs and cells.
- IQAC Coordinator presented the name and nature of the activities to the members. The below mentioned table presents the details of the activities.

S. No.	Date	Name of the Event	Nature of the Event
1	18/06/2021	Yoga for Improving Immunity	Webinar
2	19/06/2021	Building a Small Network and Understanding Data Flow	Webinar
3	01/07/2021	Doctors' Day	Celebration Activity
4	20/07/2021	Health Check-up Camp	Extension Activity
5	26/07/2021 To 04/08/2021	Tools for Effective Management of Digital Classroom	FDP
6	12/08/2021	Healthy Youth for Healthy India	Awareness Program
7	15/08/2021	Hardware Demonstration	Workshop



8	24/08/2021	Accounting Standards – An Overview	Webinar
9	25/08/2021 to 26/08/2021	Training Programme	Placement Cell
10	1/09/2021	Technological Disruptions in Management	Webinar
11	2/09/2021	Investors Awareness Program	Webinar
12	07/09/2021	Digital Marketing	Orientation Program
13	8/9/2021	GST and its Implications on Business & Trade	Workshop
14	11/09/2021	Investor Awareness Programme on Securities Market	Webinar
15	13/09/2021	166th birthday of Danish Microbiologist Hans Christian Gram	Webinar
16	18/09/2021	Samarpana - Home for Mentally Challenged Boys	Extension Activities
17	18/09/2021	Installation of Scouts and Guides	Rovers and Rangers
18	20/09/2021	Entrepreneurial Start-up	Orientation program
19	21/09/2021	World Alzheimer's Day	Paper Presenattion
20	22/09/2021	Rudiments of Android Applications	Seminar
21	22/09/2021	Orientation Programme	Placement Cell
22	23/09/2021	Company Secretary as a Career	Orientation program
23	24/09/2021	Data Analysis	Workshop
24	24/09/2021	Current Budget & IT Regulation	Seminar
25	5/10/2021	Professional Etiquette and Mannerisms	Seminar
26	08/10/2021	Mega Medical Camp	Extension Activity
27	11/10/2021	Enhance Leadership Qualities & Team Building Skills	Webinar
28	20/10/2021	Food Safety	Seminar
29	22/10/2021	The Next Second	Seminar
30	2/11/2021	The Conclave	Webinar
31	25/11/2021	Free Medical Covid - 19 Vaccination Camp	Extension Activity
32	17/12/2021	Economics for Life	Symposium
33	18/12/2021	Innovative Initiatives for Institutional Development	NIRF-FDP



34	22/12/2021	Mangrove Conservation	Webinar
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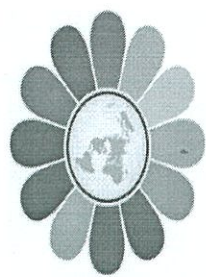
- Post this presentation, the meeting was carried on with the discussion of the even semester academic and non-academic activities.
- The departments were further advised to conduct many more seminars, workshops and conferences for the advancement of the students. The members were also told to have many industrial visits in their respective department.
- The teachers were advised to encourage students in attending training programmes.
- Signing of MoUs by departments are encouraged and looked forward by the Cell.
- In the following segments of the meeting, notable achievements by the teachers were given acknowledgement and appreciation.
- Dr. S. Umasarulatha, Assistant Professor and Head, Department of Commerce, was appreciated for applying Patent rights.
- Dr. S. Radha, Mrs T. Porselvi, Mrs. K. Anjana, Mrs. R. Deepa Augustine, Dr. R. Harini and Dr. A. Chandramohan, Dr. M. Prabhakaran, Dr. John D Rodney, Dr. R. Santhanakrishnan, Mrs. N. P. Vimalananthi, Dr. M. Azhagurani and Mr. V. Anbarasu were applauded for actively indulging in research and publishing papers in the UGC Care list Journals.
- As the even semester would completely be held offline for the first time after the lockdown, the Cell advised the departments to carry out strict protocols. Also many offline activities were expected by the Cell from the departments.
- Rangers and Rovers was appreciated for its constant engagement with several activities the month of December 2021.
- ISO Academic Audit would be planned tentatively in May 2022 with an upgrade from ISO 9001-2018 to 21001-Education which is exclusively assessed by the educational institutes.
- Building of new classrooms was still carried out and desired result would likely be achieved by the end of present academic year.

**IQAC COORDINATOR**

*Japhia*  
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**PRINCIPAL**

*[Signature]*  
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## IQAC MEETING MINUTES IV

EVEN SEMESTER – (2021 – 22)

**Date:** 23/05/2022

**Venue:** Conference Hall

### Opening:

The IQAC Meeting was called forth on 23<sup>rd</sup> May 2022 and held at the Conference Hall. The meeting was called to order by the Chairperson, Dr. C. Initha Lebonon Ebency and IQAC Coordinator and Vice Principal Mrs. Japhia Solomon.

### Summary:

- The meeting was quite brief. It acknowledged the activities completed in the even semester of the academic year 2021 – 22.
- The IQAC Coordinator briefed the activities to its members. The details are given below in the table.


S. No.	Date	Name of the Event	Nature of the Event
1	19.03.2022	State Referral Laboratory for Aquatic animal health, Tamil Nadu	Industrial Visit
2	21.03.2022	TB Awareness Program	Awareness Program
3	23.03.2022	Technology Trends in Clinical Laboratory Field	Seminar
4	26.03.2022	Beach Cleanup Drive	NSS
5	30.03.2022	Radolabs Pvt. Ltd	RT-PCR Training Program



- Dr. S. Umasarulatha, Assistant Professor and Head, Department of Commerce was appreciated for publishing a book on the title "Consumerv Buying Behaviour towards Online Shopping: Am Empirical Study". Princeton Press, Overland Park, Kanas, USA.
- Mrs. N. Lakshmi of Computer Application was appreciated for clearing UGC NET examination.
- Ms. K. Sakthi and Ms. S. Indhumathi of II M.Sc Biochemistry were acknowledged for doing a project on "Biosynthesis of Silver nano particles from Lactobacillys and their Assessment of Antibacterial Activity against MDRO in Diabetic Foot Ulcers" and receiving Rs. 7,500 from TNSCST. The project was carried out in student project scheme, 2022 (BS-165).
- Department of Physics was appreciated for doing a research on "Synthesis and Characterization of Nanoparticles." And receiving research fund of Rs. 20,000 from the management.
- Department of Microbiology was applauded for signing MoUs with Deepam Hospital, West Tambaram, with ICMI medical Coding Institute, Environmental Foundation of India.
- As the even semester was held offline thoroughly post the lockdown, the Cell advised the departments to guide students in facing the upcoming University Theory Examination with the aware of all protocols.
- The meeting concluded with the expectation of having the same engaging academic year henceforth too.

  
**IQAC COORDINATOR**

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