



# J.N.N ARTS & SCIENCE WOMEN'S COLLEGE

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

JNN ASWC/IQAC/CLR/2021-2022/01

DATE: 17-05-2021

Respected Members,

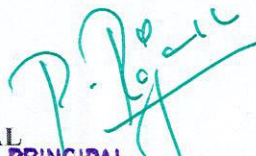
**Sub:** Internal Quality Assurance Meeting (IQAC) - Reg.

The Internal Quality Assurance Cell (IQAC) meeting for the Odd Semester of the academic year 2021-2022 will be held on **19.05.2021**(Wednesday) at 10.30 a.m. in the JNN ASWC Conference Hall. All the members of IQAC are requested to attend the meeting without fail. Thanks for your cooperation with IQAC.

#### **The Meeting's Agenda:**

1. Welcome and Introduction.
2. Review of Previous Meeting.
3. Review the Academic Calendar 2021-2022 Odd Semester.
4. Organize Webinars / Guest talks.
5. Organize Fresher's day /Farewell day.
6. Organize Awareness programs and counselling sessions.
7. Events to be organize for the year by departments and clubs
8. Training and Placement Activities.
9. Vote of thanks.

  
COORDINATOR- IQAC

  
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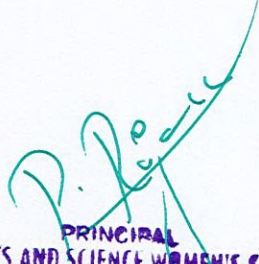
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Copy to:

1. The Chairman for the kind information
2. All IQAC Members
3. All HODs and Faculty Members
4. File



  
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## Composition of Internal Quality Assurance Cell

S.No	Name	Designation	Position
1.	Dr. P. Rajalakshmi, Principal, J.N.N Arts and Science Women's College	Head of the Institution	Chairperson
2.	Mr. C. R. Ravishankar, J.N.N Arts and Science Women's College	Administrative Officer	Members
3.	Mr. Naveen Jayachandran, Vice - Chairman, J.N.N Arts and Science Women's College	Management Representative	Member
4.	Dr. Kalvikuarasi, Principal, DRBCC Hindu College, Pattabiram	External Academician	Member
5.	Ms. S. Thirumagal, AP/English	Senior Faculty Member	Member
6.	Dr. P. Parimala, AP/ Bio	Senior Faculty Member	Member



*P. Rajalakshmi*  
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7.	Ms. U. Dhanalakshmi, AP/B. Com(General)	IQAC Coordinator	Member
8.	Mrs. Hemalatha, Principal, J.N.N Matric Higher Sec School	Nominee from Local Society	Member
9.	Mr. Nikhil, Proprietor, Adeshwara Chemicals Pvt. LTD, Periyapalayam	Nominee from Industrialist	Member
10.	Ms. G. Umamageshwari	Alumni Representative	Member
11.	Mr. V. Kumaresan	Parent Representative	Member
12.	Ms. T. Kaviya, II BBA	Student Representative	Member
13.	Ms. S. Monisha, II B. Com	Student Representative	Member



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*P. Raju*  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### MINUTES OF MEETING

JNN ASWC/IQAC/MOM/2021-2022/01

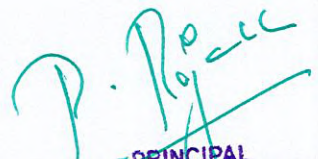
DATE: 24-05-2021

The Internal Quality Assurance Cell (IQAC) meeting for the Odd Semester of the academic year 2022-2023 was held on 19.05.2021(Wednesday) at 10.30 a.m. in the JNN ASWC Conference Hall.

#### The Meeting's Agenda:

1. Welcome and Introduction.
2. Review of Previous Meeting.
2. Review the Academic Calendar 2021-2022 Odd Semester.
3. Organize Webinars / Guest talks.
4. Organize Fresher's day /Farewell day.
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6. Events to be organize for the year by departments and clubs
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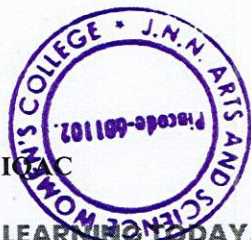
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	Adeshwara Chemicals Pvt. LTD, Periyapalayam	Industrialist		
10.	Ms. G. Umamageshwari	Alumni Representative	Member	
11.	Mr. V. Kumaresan	Parent Representative	Member	
12.	Ms. T. Kaviya, II BBA	Student Representative	Member	
13.	Ms. S. Monisha, II B. Com	Student Representative	Member	

### The following points were discussed during the meeting:

- All members of the IQAC were welcomed by the Principal and IQAC Coordinator, who also facilitated introductions among the team members.
- Review and discuss about previous meeting details and consult Action Taken.
- The Academic Calendar for the Odd Semester of 2021-2022 has been reviewed by the Chairperson at the institution.
- The committee has instructed each department head to organize customized webinars for their departments, aiming to benefit students.
- The committee proposed arranging both a fresher's day and a farewell day.
- The committee has stressed the importance of consistently organizing awareness programs and counselling sessions for students on a regular basis.
- The IQAC Coordinator has asked all Departments to provide a year planner detailing the events they plan to organize for the academic year.
- The Alumni have recommended organizing awareness programs across all departments by the Training and Placement Cell.
- Ms. U. Dhanalakshmi, IQAC coordinator proposed the vote of thanks.

COORDINATOR- IQAC



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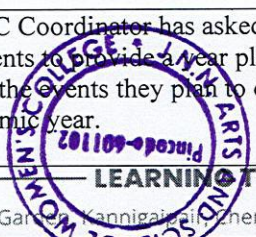
## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

JNN ASWC/IQAC/MOM/2021-2022/01

Action taken report on the decision of the IQAC meeting for the Odd Semester of the academic year 2021-2022 held on **19.05.2021**(Wednesday) is as follows:

S.No	Suggestion	Action Taken
1.	The committee has instructed each department head to organize customized webinars for their departments, aiming to benefit students.	<p>On 2<sup>nd</sup> June 2021, the department of biochemistry and health club organize a webinar on "Covid Health and Welfare during Pandemic".</p> <p>The Department of Commerce &amp; Business Administration embarks a webinar to educate students on "Entrepreneurship Opportunities in Indian Stock Market"(03/06/2021).</p> <p>On 04/06/2021, Department of Tamil organize a webinar on "Sanga Ilakiyathil Alumaigal"</p> <p>The Department of English had organized a general webinar on "Transformational Leadership: A Guide to Better Future tomorrow "on 5<sup>th</sup> June 2021. And "Impact of Digital Publishing on Traditional Publishing" on June 11,2021.</p>
2.	The committee proposed arranging both a fresher's day and a farewell day.	<p>Virtual Farewell for 18 - 21 batch has been conducted on 19<sup>th</sup> June 2021.</p> <p>E-Inauguration of batch 2024 conducted on 23<sup>rd</sup> September 2021.</p>
3.	The committee has stressed the importance of consistently organizing awareness programs and counselling sessions for students on a regular basis.	J.N.N RISE and IQAC team conducted special counselling session to help students on September 26,2021.
4.	The IQAC Coordinator has asked all Departments to provide a year planner detailing the events they plan to organize for the academic year.	The department of Commerce in association with BSE organises student development program on overview of capital market from 22 <sup>nd</sup> Nov to 26 <sup>th</sup> Nov.



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		<p>5 days' orientation program for first year students was conducted from 29<sup>th</sup> September to 4<sup>th</sup> October.</p> <p>On 3<sup>rd</sup> December NSS unit of JNN Arts and Science Women's college initiated campus cleaning with the volunteers.</p> <p>The Winter's Tale, a literary event organized by the Department of English in association with the Literary Club on 16 December 2021</p>
5.	The Alumni have recommended organizing awareness programs across all departments by the Training and Placement Cell.	<p>Staying Relevant in New Normal Placement Guidance and Job Search Goal Setting Sessions for final years on 1<sup>st</sup> November.</p> <p>On 14 December Microsoft Excel Training for Final Year Arts and Science among the computer programs.</p> <p>Department of biochemistry and health club organized "NUTRIEXPLORE" Role of functional foods in health and disease on 15.12.2021.</p>

  
COORDINATOR- IQAC



  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

JNN ASWC/IQAC/CLR/2021-2022/02

DATE: 06-12-2021

Respected Members,


**Sub:** Internal Quality Assurance Meeting (IQAC) - Reg.

The Internal Quality Assurance Cell (IQAC) meeting for the Even Semester of the academic year 2021-2022 will be held on **10.12.2021**(Friday) at 10.30 a.m. in the JNN ASWC Conference Hall. All the members of IQAC are requested to attend the meeting without fail. Thanks for your cooperation with IQAC.

#### **The Meeting's Agenda:**

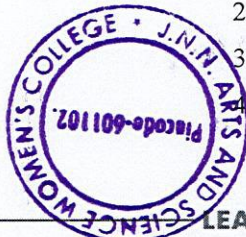
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8. Vote of thanks.

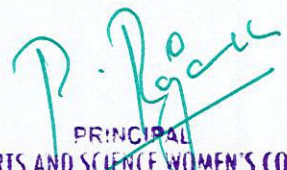
  
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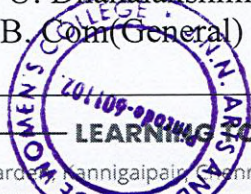


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2.	Mr. C. R. Ravishankar, J.N.N Arts and Science Women's College	Administrative Officer	Members
3.	Mr. Naveen Jayachandran, Vice - Chairman, J.N.N Arts and Science Women's College	Management Representative	Member
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5.	Ms. S. Thirumagal, AP/English	Senior Faculty Member	Member
6.	Dr. P. Parimala, AP/ Bio	Senior Faculty Member	Member
7.	Ms. U. Dhanalakshmi, AP/B. Com (General)	IQAC Coordinator	Member



*P. Rajalakshmi*  
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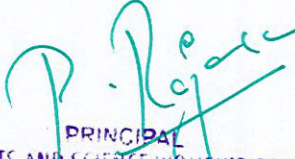
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### MINUTES OF MEETING

JNN ASWC/IQAC/MOM/2021-2022/02

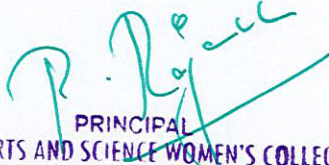
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8. Vote of thanks.



  
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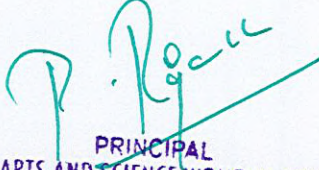
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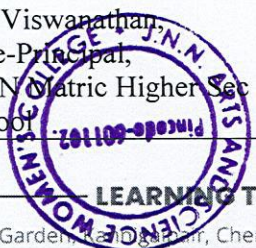


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## Members present for the meeting:

S.No	Name	Designation	Position	Signature
1.	Dr. P. Rajalakshmi, Principal, J.N.N Arts and Science Women's College	Head of the Institution	Chairperson	
2.	Mr. C. R. Ravishankar, J.N.N Arts and Science Women's College	Administrative Officer	Members	
3.	Mr. Naveen Jayachandran, Vice - Chairman, J.N.N Arts and Science Women's College	Management Representative	Member	
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5.	Ms. S. Thirumagal, AP/English	Senior Faculty Member	Member	
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7.	Ms. U. Dhanalakshmi, AP/B. Com(General)	IQAC Coordinator	Member	
8.	Mr. Viswanathan, Vice-Principal, J.N.N Matric Higher Sec School	Nominee from Local Society	Member	



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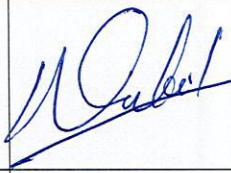
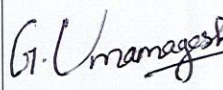
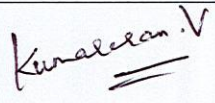
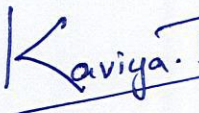
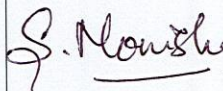
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11.	Mr. V. Kumaresan	Parent Representative	Member	
12.	Ms. T. Kaviya, II BBA	Student Representative	Member	
13.	Ms. S. Monisha, II B. Com	Student Representative	Member	

### The following points were discussed during the meeting:

- The Principal extended a warm welcome to all members of the IQAC, initiating introductions among the team members.
- IQAC coordinator presented the Action taken report of the previous meeting and discuss about meeting details and consult Action Taken.
- The Chairperson at the institution has reviewed the Academic Calendar for the Even Semester of 2021-2022.
- Each department head has been tasked by the committee to arrange webinars or gust lecture for their respective departments.
- The committee has suggested implementing a value-added course or certificate courses
- The student representatives are urging the committee to organize department wise events.
- The Chairperson suggested organizing both a sports meet and cultural events.
- Ms. U. Dhanalakshmi, IQAC coordinator proposed the vote of thanks to all the IQAC.

  
COORDINATOR- IQAC



  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

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Action taken report on the decision of the IQAC meeting for the Even Semester of the academic year 2022-2023 held on **10.12.2021**(Friday) is as follows:

S.No	Suggestion	Action Taken
1.	Each department head has been tasked by the committee to arrange webinars or guest lecture for their respective departments.	<p>The Department of Commerce and Business Administration in association with Institution's Innovation Council organized a guest talk on "The Share Market - Buzz", and "CA - A Complete Career Guidance" on 08 April and 11th April 2022.</p> <p>Strategies in Vaccine Development, a webinar was organized by the Department of Biochemistry and Health Club. (March 26,2022)</p> <p>The Department of Computer Science organized a guest lecture on Network Virtualization in Cloud on March 26, 2022.</p>
2.	The committee has suggested implementing a value-added course or certificate courses	<p>The Department of Commerce and Business Administration offered a Value Added Certificate Course - Tally to the students on April 23,2022.</p> <p>April 20,2022, The Department of Biochemistry offers Value Added Certificate Course - Medical Coding for the students of III B.Sc Biochemistry.</p>
3.	The student representatives are urging the committee to organize department wise events.	<p>On 23<sup>rd</sup> April Administrative Professionals Days was celebrated by the Department of Business Administration.</p> <p>In observance of English Language Day, the Department of English in association with Literary Club organizes a language event titled "LINGUAPHILE" on 22nd April 2022.</p> <p>In commemoration of Administrative</p>



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		<p>Professionals Day, the Department of Business Administration organized "Administration de Empresas" on 21st April 2022.</p> <p>In observance of World Theatre Day, "The Curtain", a theatrical event, on 11<sup>th</sup> April 2022 was conducted by the Department of English and Literary Club.</p> <p>In commemoration of World Health Day, ON 7<sup>TH</sup> April, Department of Biochemistry and Health Club organized an event called "HYGIEIA"</p> <p>On 1<sup>st</sup> April,2022, Tech-Hangman was organized by the Department of Computer Science.</p> <p>The Department of Biochemistry and Health Club organized "IMMUNEXPLORE" on March 16, 2022.</p>
4.	The Chairperson suggested organizing both a sports meet and cultural events.	<p>J. N. N. Yukthi 2022, 4 days' cultural event conducted from 2<sup>nd</sup> May to 6<sup>th</sup> May.</p> <p>Annual Sports Meet INFINITO '22 took place at the campus on March 18, 2022</p>

  
COORDINATOR- IQAC

  
PRINCIPAL



  
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