



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

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CIRCULAR

JNN ASWC/IQAC/CLR/2022-2023/01

DATE: 19-05-2022

Respected Members,

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

The Internal Quality Assurance Cell (IQAC) meeting for the Odd Semester of the academic year 2022-2023 will be held on **23.05.2022**(Monday) 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 2022-2023 Odd Semester.
4. Organize Seminars or Guest talks.
5. Planning for Faculty Development Programme.
6. Discussion on Club Activities and Extra-Curricular Activities
7. Discuss about Fresher's day / Graduation day.
8. Organize Orientation Programs.
9. Vote of Thanks.


COORDINATOR- IQAC




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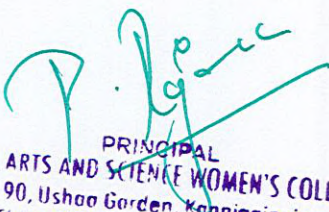
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Copy to:

1. The Chairman for the kind information
2. All IQAC Members
3. All HODs and Faculty Members
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Tiruvallur Dist-601102. Ph.No.044-27629613

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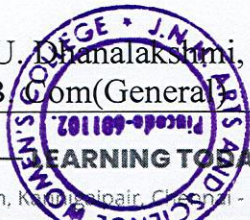


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Composition of Internal Quality Assurance Cell

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.	Ms. G. Shivapriya, AP/ Bio	Senior Faculty Member	Member
7.	Ms. U. Dhanalakshmi, AP/B Com(General)	IQAC Coordinator	Member



PRINCIPAL
P. Rajalakshmi



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

JNN ASWC/IQAC/MOM/2022-2023/01

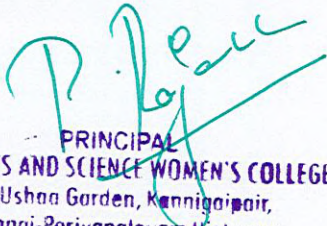
DATE: 24-05-2022

The Internal Quality Assurance Cell (IQAC) meeting for the Odd Semester of the academic year 2022-2023 was held on **23.05.2022**(Monday) at 10.30 a.m. in the JNN ASWC Conference Hall.

The Meeting's Agenda:

1. Welcome and Introduction.
2. Review of Previous Meeting.
3. Review the Academic Calendar 2022-2023 Odd Semester.
4. Organize Seminars or Guest talks.
5. Planning for Faculty Development Programme.
6. Discussion on Club Activities and Extra-Curricular Activities
7. Discuss about Fresher's day and Graduation day.
8. Organize Orientation Programs.
9. Vote of Thanks.




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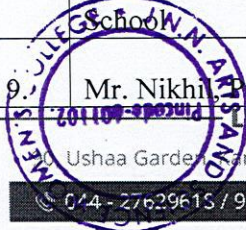


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Members present for the meeting:

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	
4.	Dr. Kalvikuarasi, Principal, DRBCC Hindu College, Pattabiram	External Academician	Member	
5.	Ms S. Thirumagal, AP/English	Senior Faculty Member	Member	
6.	Ms. G. Shivapriya, AP/ Bio	Senior Faculty Member	Member	
7.	Ms. U. Dhanalakshmi, AP/B. Com(General)	IQAC Coordinator	Member	
8.	Mr. Viswanathan, Vice-Principal, J.N.N Matric Higher Sec	Nominee from Local Society	Member	
9.	Mr. Nikhil, Proprietor, J.N.N Arts and Science Women's College	Nominee from Local Society	Member	





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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, III BBA	Student Representative	Member	
13.	Ms. S. Monisha, III 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 Chairperson reviewed the Institution Academic Calendar for 2022-2023 Odd Semester.
- Organize Seminars or Guest talks: Committee instructed all the department heads to organize department wise seminars and guest talks for students.
- Planning for Faculty Development Programme: The committee has suggested conducting a Faculty Development Program (FDP) for all staff.
- Discussion on Club Activities and Extra-curricular activities: All faculty members are instructed to conduct industrial visits, club activities and extracurricular activities. They are also encouraged to promote student participation in these activities.
- Discuss about fresher's day and graduation day: The Chairperson suggested conducting a Fresher's Day and Graduation Day after reopening the college. The committee suggested conducting a department day as well.
- Organize orientation programs: The committee has suggested conducting 4 to 5 days' orientation programs for first-year students and suggested to conduct different activities also.
- Vote of thanks: Ms. Dhanalakshmi, IQAC coordinator proposed the vote of thanks.



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U. Devi
COORDINATOR- IQAC

P. Raju
PRINCIPAL

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P. Raju
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT

JNN ASWC/IQAC/MOM/2022-2023/01

Action taken report on the decision of the IQAC meeting for the Odd Semester of the academic year 2022-2023 held on **23.05.2022**(Monday) is as follows:

S.No	Suggestion	Action Taken
1.	Committee instructed all the department heads to organize department wise seminars and guest talks for students.	The department of biochemistry and health club organize a guest lecture on 21st October 2022. The department of commerce and business administration organize guest lectures on 27th October 2022 & 4th November 2022.
2.	The committee has suggested conducting a Faculty Development Program (FDP) for all staff.	Faculty Development Programs (FDP) was conducted on October 6, 2022. Faculty Development Programs (FDP) on "STRATEGIES FOR IMPROVISATION OF INSTITUTION'S INNOVATION COUNCIL PERFORMANCE" conducted on 24th December 2022.
3.	All faculty members are instructed to conduct industrial visits, club activities and extracurricular activities. They are also encouraged to promote student participation in these activities.	The Rotary Club organized a Cancer Awareness Program on behalf of World Cancer Day (7/11/2022). The Department of English and the Literary Club organises a Literary event, THE GLOBE. (8/11/2022). YI YUVA Club organised The planet's largest coastal clean-up at Marina Beach on 17 th September 2022. Conduct Archery classes for the students on September 16, 2022. Students participated in the Inter Yuva badminton tournament at Ambattur on October 16, 2022.



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		Students enthusiastically participated in the Kabadi tournament on October 17, 2022. Department of Business Administration visited Hatsun agro products Ltd on 10.11.2022(Thursday).
4.	The Chairperson suggested conducting a Fresher's Day and Graduation Day after reopening the college. The committee suggested conducting a department wise events as well.	The batch of 2022-2025 was welcomed on August 25, 2022. Graduation day was conducted on 10th September 2022. On October 28,2022, Department of Computer Science conducted TECHNO FEST.
5.	The committee has suggested conducting 4 to 5 days' orientation programs for first-year students and suggested to conduct different activities also.	A 4-day orientation program was conducted from August 29, 2022 to September 2, 2022.


COORDINATOR- IQAC


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CIRCULAR

JNN ASWC/IQAC/CLR/2022-2023/02

DATE: 30-12-2022

Respected Members,

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

The Internal Quality Assurance Cell (IQAC) meeting for the Even Semester of the academic year 2022-2023 will be held on **06.01.2023**(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:

1. Welcome Address.
2. Review of Previous Meeting.
3. Review the Academic Calendar 2022-2023 Even Semester.
4. Organize Workshops, Seminars or Guest talks.
5. Discussion on Club Activities
6. Planning for Sports Meet and College Day.
7. Planning for Awareness Programs.
8. Students Activities and Achievements.
9. Organize college Tour and Industrial Visit.
10. Vote of thanks.


COORDINATOR- IQAC


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6.	Ms. G. Shivapriya, AP/ Bio	Senior Faculty Member	Member
7.	Ms. U. Dhanalakshmi, AP/B. Com(General)	IQAC Coordinator	Member



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8.	Mr. Viswanathan, Vice-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
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

JNN ASWC/IQAC/MOM/2022-2023/02

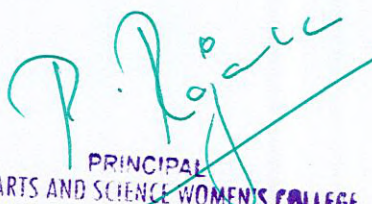
DATE: 10-01-2023

The Internal Quality Assurance Cell (IQAC) meeting for the Even Semester of the academic year 2022-2023 was held on **06.01.2023** (Friday) at 10.30 a.m. in the JNN ASWC Conference Hall.

The Meeting's Agenda:

1. Welcome Address.
2. Review of Previous Meeting.
3. Review the Academic Calendar 2022-2023 Even Semester.
4. Organize Workshops, Seminars or Guest talks.
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7. Planning for Awareness Programs.
8. Students Activities and Achievements.
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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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7.	Ms. U. Dhanalakshmi, AP/B. Com(General)	IQAC Coordinator	Member	
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12.	Ms. T. Kaviya, III BBA	Student Representative	Member	
13.	Ms. S. Monisha, III B. Com	Student Representative	Member	

The following points were discussed during the meeting:

- The Principal and IQAC Coordinator extended a warm welcome to all the members of the IQAC.
- Review and discuss about Previous meeting details and consult Action Taken
- The Chairperson has examined the Academic Calendar for the Even Semester of 2022-2023 at the institution. They have proposed guidelines to integrate skill-based technical programs into the academic calendar for all departments.
- The committee has directed all department heads to arrange workshops, seminars, or guest talks tailored to their respective departments for the benefit of students.
- Faculty members are directed to lead club activities and are urged to foster student involvement in these endeavor's.
- The Chairperson proposed hosting a sports meet and college day, while the committee recommended organizing a farewell as well.
- The committee has emphasized the necessity of conducting regular awareness programs for students in a consistent manner.
- Faculty members are instructed to motivate students to engage in different activities and aim for success.



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- Faculty members are directed to organize industrial visits and college tours, providing students with invaluable opportunities to gain practical insights into their chosen field of study.
- Ms. U. Dhanalakshmi, IQAC coordinator proposed the vote of thanks.



COORDINATOR- IQAC


PRINCIPAL

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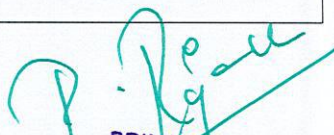
ACTION TAKEN REPORT

JNN ASWC/IQAC/MOM/2022-2023/02

Action taken report on the decision of the IQAC meeting for the Even Semester of the academic year 2022-2023 held on **06.01.2023** (Friday) is as follows:

S.No	Suggestion	Action Taken
1.	The committee has directed all department heads to arrange workshops, seminars, or guest talks tailored to their respective departments for the benefit of students.	Department of Biochemistry and Health Club Organized a Guest Lecture on "Atherosclerosis- A Metabolic Disorder" (02/02/2023). Department of Commerce, Business Administration and Institution Innovation Council organise a panel discussion on Union Budget (09/02/2023). Department of Computer Science and Institution Innovation Council organise a webinar on "Data Security" (11/02/2023).
2.	Faculty members are directed to lead club activities and are urged to foster student involvement in these endeavours.	YUVA club organises a Workshop on Peer Basic First Aid Training (09/03/2023). In commemoration of world poetry day, the department of English and literary club organizes Renaissance on 21st March 2023.
3.	The Chairperson proposed hosting a sports meet and college day, while the committee recommended organizing a farewell as well.	INFINITO'23 Annual Sports Meet was conducted on February 23,2023. Yukthi was celebrated on April 19th and 20th. Students have showcased their skills by participated in various events like Carving, Pencil Sketching, Year of Millet, Collage, Cartooning, Ornament Designing, make over, Creative art, Painting and Reels.




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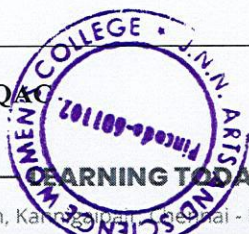


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4.	The committee has emphasized the necessity of conducting regular awareness programs for students in a consistent manner.	<p>Organises an Interactive Session on Ways to Overcoming Stress on 9/1/2023.</p> <p>On 30th January, Department of Biochemistry organised an awareness campaign about various types of NTDS, their causes, symptoms and preventive measures. In commemoration of Vaccination/ Immunization day, Department of Biochemistry and Health club is organising I to I "Immune to defend Infection" on 16.03.2023.</p> <p>YUVA club organised webinar on Awareness for Women regarding Cancer on 04/02/2023.</p> <p>Young Entrepreneurs development council of our College in collaboration with EDII - University of Madras conducted an Awareness Program on Entrepreneurship. (03/03/2023).</p> <p>NSS conducted Campus clean-up activity in the college campus on 9th January 2023 to commemorate Azadi Ka Amrit Mahotsav.</p>
5.	Faculty members are instructed to motivate students to engage in different activities and aim for success.	A Biochemistry student received a prize from the Thiruvallur District Collector for participate in a singing competition with the theme "My Vote Is My Right Power".
6.	Faculty members are directed to organize industrial visits and college tours, providing students with invaluable opportunities to gain practical insights into their chosen field of study	<p>Department of Biochemistry organised a research visit for the students of B.Sc. Biochemistry - to a research lab "Affyclone Laboratories Pvt Ltd" Chromepet on January 27, 2023, College of Food and Dairy Technology (A Unit of Tamil Nadu Veterinary and Animal Sciences University, Koduvalli, Alamathi.) and Dr.M.G.R Fisheries College and Research Institute on February 1,2023.</p> <p>Trip to Queensland for First year students from all the departments on 25th Feb, 2023. Long 3 days' trip for Final year students started from March 28,2023 to March 30,2023.</p>

U. Devi
COORDINATOR- IQAC



[Signature]
PRINCIPAL

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